

**TOWNSHIP OF LOWER FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
P.O. BOX 1
VILLAS, New Jersey 08251**

FIRE DISTRICT #1 MEETING: DATE: January 25, 2024
Meetings are the 4th Thursday of the Month. Public Time: @ 8:00 pm

AGENDA

1. CALL TO ORDER: **FIRE DISTRICT 1 of Lower Township**

2. FLAG SALUTE:

- A:** United States Flag should be posted to the right of the Board of Fire Commissioners as they face the Public.
- B:** Pledge of Allegiance to the Flag.
- C:** Observe moment of silence.

3. SUNSHINE LAW ANNOUNCEMENT:

In accordance with the provision of the New Jersey Open Public Meetings law. Notice of this meeting has been mailed to the following Newspaper:

A: "The Cape May County Herald"

As well as having been posted in the Lower Township Building at least 48 hours in advance of this meeting, for Fire District #1.

4. ROLL CALL OF FIRE COMMISSIONER:

PRESENT

TREASURER:	BRANNON	X
SECRETARY:	MORNICK	X
CHAIRMAN:	HOWARD	X
VICE CHAIRMAN:	WAREHAM	X
COMMISSIONER:	GENTEK	X

5. READING OF THE LAST MONTHLY MEETING MINUTES:

A. Approval of the meeting minutes/make available.

Motion to accept made by: Commissioner Gentek

Seconded by: Commissioner Wareham

6. TREASURER REPORT

- Report follows minutes.

TOTAL BILLS: \$46,137.66

Transferred: \$ 45,416.73 and \$ 2,762.85 for P-Card account

A. Approval of Treasurer's Report:

Motion to accept made by: Commissioner Gentek

Seconded by: Commissioner Brannon

Motion to transfer funds and pay the bills made by:
Commissioner Gentek

Seconded motion made by: Commissioner Brannon

7. COMMUNICATIONS

INCOMING MAIL/EMAIL: Received email from Board of Elections concerning information for 2024 election on February 17, 2024. Correspondence back and forth with DCA and Ford-Scott concerning budget. Examiners from the state advised that the budget was approved pending election. Received MVC cards for 1 vehicle. Received notice from Herald concerning legal notice and affidavits. EZ Pass bill. Fire Protection Agreement for upcoming year. Email from DCA concerning Mandatory GovConnect Enrollment Categories update. Received correspondence from Ford Scott concerning 2023 Audit and LOSAP Review Engagement letters. Losap summary report for period 10/1/23-12/29/23. Villas Fire Company LOSAP for 2023. New petitions received for election in February. Received correspondence from Richard Harron, Jr for readmission to LOSAP.

OUTGOING MAIL/EMAIL:

8. REPORTS OF EXECUTIVE BOARD

Chairman Reports-Maintenance Duty Crew issues. Special meeting at 6PM on 2/20/2024.

Vice Chairman-

Commissioner-

COMMITTEE REPORTS

FIRE BUREAU- Numbers are good. Talking about trying to move election to November with the general election.

FIRE APPARATUS-

ISO- Progress.

HYDRANTS- Repair list and GIS list. Dale to be in touch with Mr. Loper.

LOSAP-Member withdrawal of Andy Hilvert as he has left company and joined Green Creek.

INSURANCE-Nothing

FIXED ASSETS-Progress. Mike Brannon and Dale Gentek working together on assets.

9. FIRE CHIEFS REPORT

- Report follows minutes.

10. OLD BUSINESS-

11. NEW BUSINESS - Election Petitions collected. New web site setup for Athena to be the new person for 2-year contract. Motion by Mornick 2nd by Brannon. Authorization for payment for 2 poll workers for election. Motion by Mornick and 2nd by Gentek.

.12. RESOLUTION- None

13. OPEN COMMENTS FROM THE PUBLIC- Come out for election on Saturday February 17, 2024. 2-9 pm.

14. ANNOUNCEMENT OF NEXT MEETING

DATE: February 22, 2024.

TIME: 8 PM

15. ADJOURNMENT:

Motion made by: Commissioner Gentek

Seconded by: Commissioner Brannon

NOTE: This meeting will be run under Roberts Rules of Order and a copy is available if needed.



Villas Volunteer Fire Company

P.O. Box 99
Villas, New Jersey 08251

CHIEF'S REPORT

1/25/2024 Commission

NUMBER TYPE OF FIRES

	AUTO FIRES
	BRUSH FIRES
	GRILL FIRES
	GRASS FIRE
	CHIMNEY FIRES
2	COVER ASSIGNMENT
	CO ALARM
1	ELECTRICAL FIRES
3	FIRE ALARMS
	GRILL FIRES
	MULCH FIRE
	HAZMAT SPILLS
	NATURAL GAS LEAK / FIRES
	ODOR OF GAS
	AIRCRAFT INCIDENT

NUMBER TYPE OF FIRES

	SMOKE INVESTIGATE/ODOR
	PROPANE GAS LEAK / FIRES
3	POLICE ASSIST / MEDICAL
	RESCUE ASSIGNMENT
1	OPEN BURN
	WATER RESCUE/DIVE ASSIGNMENT
	APPLIANCE FIRE
	STOVE/KITCHEN FIRES
1	DWELLING/BUILDING FIRES
1	STANDBY
	TRASH / DEBRIS FIRES
1	UTILITY EMERGENCY - WIRES DOWN / ARCHING
	UTILITY EMERGENCY - MAIN BREAK / FLOODING
4	VEHICLE ACCIDENTS
1	VEHICLE W/EXTRICATION

TOTAL # of CALLS: 18

IN-SERVICE:

		1-3/4 HOSE	2-1/2 HOSE	5" HOSE
U-60	2			
B-60	1			
T-60	6			
Q-60	6			
SQ-60	9			
Marine-60				

Damaged:

FIRE PREVENTION ACTIVITIES:

	FIRE PREV. AT SCHOOLS
	SCHOOL VISITATIONS

	BOY SCOUT VISITATIONS
	FIRE PREV. AT BSA TROOPS

FIRE TRAINING ACTIVITIES:

2	DRIVER/PUMP TRAINING
	ENGINE COMPANY TRAINING
	EXTRICATION TRAINING
	FF. ORIENTATION
	FIRE SCHOOL

4	MONTHLY DRILL NIGHT
	DIVE TRAINING
4	RESCUE TRAINING
	LIVE BURN
	TRUCK CO. TRAINING

10 TOTAL HOURS FOR THE MONTH

Submitted By:

Fire Chief:

William Belles PO

Copy of CMC Resolution 797-23 w/signature pages submitted for CMC Dive Team

Fire Company Dinner will be February 10th. If you have not signed up please do.

B.O.F.C. Fire District #1 Lower Township
Checks, Electronic Payments, and Bank Balances
December 15, 2023 through January 25, 2024

Sturdy - Checking

Beg Checking Bank Balance	\$ 10,720.00
Transfers In:	\$ -
	\$ -
Other Adjustments:	\$ -
Voided/Deleted/Reissued Checks	\$ -
Bank Scanning error	\$ -
Interest Income	\$ 0.93
Balance before the following list of vendor payments	\$ 10,720.93

Vendor Payments

Amount

6204	Brittney M. DeLano	-1,441.00
6205	Chuck Jordan	-1,603.00
6206	Justin Jordan	-2,874.00
6207	Enrico Mascio	-1,123.00
6208	Villas Fire Company	-482.85
6209	THE PRESS OF ATLANTIC CITY	-476.60
6210	Service Tire Trucks Center	-4,770.98
6211	NAPA AUTO PARTS	-8.33
6212	Lower Township MUA	-13,944.00
6213	Joni Roth	-866.00
6214	Fire Flow Services	-5,647.50
6215	Cape Regional Urgent Care	-325.00
6216	Cape May County Fleet Maintenance	-1,257.90
6217	Airpower International, Inc.	-10,117.50
6218	Athena	-1,200.00

Total Check Payments	\$ (46,137.66)
Adjustments:	\$ -
Sturdy Bank- Checking Bank Balance (after checks are cut)	\$ (35,416.73)
Transfer from Savings to Checking	\$ 45,416.73

Sturdy Bank - Checking Bank Balance after requested transfer

\$ 10,000.00

Bank of America - Purchasing Card

Beg Balance - P-Card Balance Due - Prior Month	\$ 1,699.09
Payments	\$ 1,699.09
Bills paid with P-Card	\$ 2,275.87
Subtotal	\$ 2,275.87
Adjustments - Returns and Credits	\$ -
P-Card a/c Balance due as of 1/15/24	\$ 2,275.87

Sturdy - Reserve Account for P-Card Payments

Beginning Balance	\$ 4,999.96
Interest Income	\$ 0.29
Additions(Deductions):	\$ -
Other: Shortage of prior month transfer	\$ (487.23)
Other:	\$ -
Funds Allocated for P-Card balance due	\$ (2,275.87)
Request to transfer from Savings to P-Card Reserve	\$ 2,762.85
Balance after Transfer	\$ 5,000.00

Sturdy - Savings Account

Beginning Balance	\$ 617,242.79
Additions(Deductions): Transfer was increased for additional check	\$ (358.00)
Township of Lower Income	\$ -
Lee Enterprises Refund	\$ 196.23
P-Card rebate income	\$ -
Wire Fee for P Card rebate	\$ -
Wire Fees - Reversal	\$ -
Interest Income	\$ 30.37
	\$ -
Request to transfer from Savings to Checking	\$ (45,416.73)
Request to transfer from Savings to Reserve - for P-card payment	\$ (2,762.85)
Balance after Transfers	\$ 568,931.81

Summary of Bank Account Totals after Requested Transfers

Sturdy - Checking	\$ 10,000.00
Sturdy - Reserve Account (For P-Card Payments)	\$ 5,000.00
Sturdy - Savings	\$ 568,931.81
Total Bank Accounts Balance	\$ 583,931.81