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

FIRE DISTRICT #1 MEETING: DATE: December 18, 2025
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:	HARRON	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 Brannon

Seconded by: Commissioner Mornick

6. TREASURER REPORT

- Report follows minutes.

TOTAL BILLS: \$ 16,575.95

Transferred: \$ 16,575.39 and \$1,725.42 for P-Card account

A. Approval of Treasurer's Report:

Motion to accept made by: Commissioner Harron

Seconded by: Commissioner Gentek

Motion to transfer funds and pay the bills made by:

Commissioner Harron

Seconded motion made by: Commissioner Gentek

7. COMMUNICATIONS

INCOMING MAIL/EMAIL. Summary Report for the period of 9/1/25-11/28/25 from Lincoln Financial. Renewal from DMV registration for 2011 Truck. Correspondence from state of New Jersey concerning things on budget. 2020 Spartan truck up for renewal on Feb 29. Election petitions for February 21, 2026 election. Several letter from Bureau of Fire Safety on site plans.

OUTGOING MAIL/EMAIL:

8. REPORTS OF EXECUTIVE BOARD

Chairman Reports-Going good. Absolute coming to inspect E-One after January 2026 to determine if it can be refurbished.

Vice Chairman-Selling old brush truck

Commissioner- Gentek reached out on Paterson issue. Awaiting results.

COMMITTEE REPORTS

DUTY CREW – Progress. Up and running.

FIRE BUREAU- Shelby (clerk) matter taken care of.

FIRE APPARATUS- Still looking for package for truck and skid.

ISO-No activity

HYDRANTS- Schellinger and Bayshore hydrant out of service.

LOSAP- Received summary for members.

INSURANCE- Invoice in for installment payment.

FIXED ASSETS- No activity

9. FIRE CHIEFS REPORT

- See attached

10. OLD BUSINESS- Refurbishing quote of E-One. After new year people coming down to either furbish or purchase new. Shredder replaced along with keyboard on secretary position. Brush truck issue.

11. NEW BUSINESS – Start process for selling of \$3500. Skid and \$18,000 truck for total of \$21,500. Motion by Harron and Mornick.

12. RESOLUTIONS- Resolution 2025-18 Approval of 2026 Budget. Motion by Gentek, 2nd by Harron.

13. OPEN COMMENTS FROM THE PUBLIC- Merry Christmas and Happy New Year to all.

14. ANNOUNCEMENT OF NEXT MEETING

DATE: January 22, 2026.

TIME: 8 PM

15. ADJOURNMENT:

Motion made by: Commissioner Gentek

Seconded by: Commissioner Harron

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

**B.O.F.C. Fire District #1 Lower Township
Checks, Electronic Payments, and Bank Balances
November 21, 2025 through December 18, 2025**

Sturdy - Checking

Beg Checking Bank Balance	\$ 10,000.00
Transfers In:	\$ -
Other Adjustments:	\$ -
Voided/Deleted/Reissued Checks:	\$ -
Interest Income	\$ 0.56
Balance before the following list of vendor payments	<u>\$ 10,000.56</u>

Vendor Payments

6463	Sean Brannon	-240.00
6464	Blake Horton	-640.00
6465	Chuck Jordan	-560.00
6466	Justin Jordan	-480.00
6467	Joni Roth	-1,768.00
6468	Cape May County Fleet Maintenance	-264.37
6469	Richard M. Braslow	-247.50
6470	Brown & Brown of NJ LLC	-10,361.00
6471	AMERICAN DIVING SUPPLY	-2,015.08

Total Check Payments	<u>\$ (16,575.95)</u>
Adjustments:	\$ -
Sturdy Bank- Checking Bank Balance (after checks are cut)	\$ (6,575.39)
Transfer from Savings to Checking	<u>\$ 16,575.39</u>
 Sturdy Bank - Checking Bank Balance after requested transfer	 <u><u>\$ 10,000.00</u></u>



Villas Volunteer Fire Company

P.O. Box 99
Villas, New Jersey 08251

CHIEF'S REPORT

12/18/2025 Commission

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

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

TOTAL # of CALLS: 18

IN-SERVICE:

	1-3/4 HOSE	2-1/2 HOSE	5" HOSE
U-60			
B-60	1		
T-60	5		
Q-60	12		
SQ-60	3		
Marine-60			

Damaged:

FIRE PREVENTION ACTIVITIES:

	FIRE PREV. AT SCHOOLS
	SCHOOL VISITATIONS

	BOY SCOUT VISITATIONS
	PUBLIC RELATIONS

FIRE TRAINING ACTIVITIES:

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

6	MONTHLY DRILL NIGHT
	DIVE TRAINING
	RESCUE TRAINING
2	LIVE BURN
2	TRUCK CO. TRAINING

16 TOTAL HOURS FOR THE MONTH

Submitted By:

Fire Chief:

William Belles IV

Pickup truck is currently out of service due to oil leakage – has to be fixed

Air machine is not turning on, called the company to come out and fix it, firehouse has to move the compressor to gain 360 access around the machine

4 fire students have completed Fire 1