

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

FIRE DISTRICT #1 MEETING: DATE: June 23, 2022
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 |

Attendance at the Meeting: FIREFIGHTERS: 5 PUBLIC: 0

5. READING OF THE LAST MONTHLY MEETING MINUTES:

A. Approval of the meeting minutes/make available.

Motion to accept made by: Commissioner Mornick

Seconded by: Commissioner Brannon

6. TREASURER REPORT

- Report follows minutes.

TOTAL BILLS: \$5,215.77

Transferred: \$5,681.77 and \$1,181.22 for P-Card account

A. Approval of Treasurer's Report:

Motion to accept made by: Commissioner Gentek

Seconded by: Commissioner Mornick

Motion to transfer funds and pay the bills made by:

Commissioner Gentek

Seconded motion made by: Commissioner Mornick

7. COMMUNICATIONS

INCOMING MAIL/EMAIL: County letter concerning coin drops for year. Lincoln Financial summary report for the period 3/1/22-5/31/22. Several letters from Fire Bureau on variances. Police report for accident of ladder truck came in. Communication from Attorney Braslow concerning purchase of new truck.

OUTGOING MAIL/EMAIL: None

8. REPORTS OF EXECUTIVE BOARD

Chairman Reports-New guidelines for use of fire company vehicles. To be tabled till next month.

Committee Reports

Fire Bureau- No more meetings until September. Did receive financials of Bureau.

Fire Apparatus-

ISO- Tablet in for ISO for Pre-plans and doing well.

HYDRANTS- Progress

LOSAP- One member withdrew his funds due to him being of age.

Insurance- Have to report accident with parked car (minor) damage. Waiting on information about lawsuit. Nothing further.

9. FIRE CHIEFS REPORT

- Report follows minutes.

10. OLD BUSINESS-Status of asset reporting and has been working on it. Guidelines for fire vehicles usage tabled to next week. Status of DAN insurance has to be done. No group package. 5 members at \$201.50 or \$1,007.50 and getting resolved.

11. NEW BUSINESS -Maintenance program and their times need to be addressed. AC unit not working. Repairman coming Friday to check. Issue with concert. Company needs to realize that Fire District #1 is top priority. Mutual aid agreement and members are not mandated. Concerning this concert, the call for assistance was not made on time and company received call on the week of meeting. Company needs to submit paperwork on time for payment. Outside hedges near end of driveway need to be cut back. Comcast needs to address service. Command vehicle being worked on with updating quotes. Going forward with the purchase of Command vehicle. Public vote to be done on Thursday July 28, 2022 between hours of 6-9 pm at Fire House. Company is requesting to install LED bulbs in 2 Engine Bays for \$1200. Motion by Mornick, 2nd by Brannon. Matter concerning the Georgia property. The lot will be cleaned and fence taken down. Neighbor living next door will be given 2 weeks notice of work to be done.

12. RESOLUTIONS-Resolution 2022-02 Authorizing Appointment of Accountant for the 2022-2023 Motion by Mornick, 2nd by Brannon. 2022-03 Resolution authorizing the award of a Non-Fair and Open Contract for Accounting Services. Motion by: Mornick, 2nd by Brannon. 2022-04 Authorizing Appointment of Attorney for the 2022-2023 year. Motion by Mornick, 2nd by Brannon. 2022-05 Resolution Authorizing the Award of a Non-Fair and Open Contract for Legal Services Motion by Mornick, 2nd by Brannon. 2022-06 Resolution for Authorizing Appointment of Auditor for the 2022-2023 Year. Motion by: Mornick, 2nd by Brannon. Resolution 2022-07 Authorizing the Award of a Non-Fair and Open Contract for Auditing Services. Motion by Mornick. 2nd by Brannon. Resolution 2022-08 Adoption of Cash Management Plan. Motion by Mornick. 2nd by Brannon. Resolution 2022-09 Authorizing Regular Meeting Schedule for the 2022-2023 Year. Motion by Mornick. 2nd by Brannon. Resolution 2022-10 Designation of Official Newspapers for Publications for the 2022-2023 Year. Motion by Mornick. 2nd by Brannon. Resolution 2022-11 Authorizing Approval and Payment of Claims. Motion by Mornick. 2nd by Brannon. Resolution 2022-12 Designation Surety Bonding for Commissioners. Motion by Mornick. 2nd by Brannon.

13. OPEN COMMENTS FROM THE PUBLIC-

14. ANNOUNCEMENT OF NEXT MEETING

DATE: July 28, 2022

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.