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**TOWNSHIP OF LOWER FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS**

P.O. BOX 1

VILLAS, New Jersey 08251

FIRE DISTRICT #1 MEETING: DATE: March 24, 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

SECRETARY:

MORNICK

CHAIRMAN:

HOWARD

VICE CHAIRMAN:

WAREHAM

COMMISSIONER:

GENTER

**X
X
X
X
X**

Attendance at the Meeting: FIREFIGHTERS: 8 PUBLIC:

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 Gentek

6. TREASURER REPORT

- Report follows minutes.

TOTAL BILLS: \$ 86,462.18

Transferred: \$76,462.05 and \$889.14 for P-Card account

A. Approval of Treasurer's Report:

Motion to accept made by: Commissioner Mornick

Seconded by: Commissioner Gentek

Motion to transfer funds and pay the bills made by:

Commissioner Mornick

Seconded motion made by: Commissioner Gentek

7. COMMUNICATIONS

INCOMING MAIL/EMAIL: 2 months of Ez-pass statements. E-mail from Jane Rusco relative to Fire District election information. Follow-up from Modern concerning Generator PM agreement. Letter from Fire Bureau to Director pf Planning in reference to acceptable site inspection. Copy of Proof of Publication for Budget Hearing. Summary report from Losap for 12/1/21 to 2/28/22. Questionnaire from Brown and Brown relative to Accident policies. Insurance company has not received anything from Fire Company relative to the new submitted claim.

OUTGOING MAIL/EMAIL: Paperwork sent to state relative to election.

8. REPORTS OF EXECUTIVE BOARD

Chairman Reports- Reorganization meeting was in work session and all remained the same.

Committee Reports

Fire Bureau- Review of numbers for the year. Requesting a representative to attend a special meeting to review the contributions of all districts. Discussion on sending Chairman Howard to attend.

Fire Apparatus- Discussion of using P-card for truck items.

ISO- Nothing

HYDRANTS- Discussion of Filling Mill Project discussed.

LOSAP- Sending paperwork once received to pay for 2021 contribution. One firefighter requested his file to be closed.

Insurance- Lightening strike claim reported. Spoke with Battalion Chief Belles and he needs to advise insurance company of facts. Also, check with Insurance Company about Duty Crew and liability.

9. FIRE CHIEFS REPORT
• Report follows minutes.

10. OLD BUSINESS- Diesel tank questions. Also, cameras and maintenance crew issues.

11. NEW BUSINESS - none

12. RESOLUTIONS-None

13. OPEN COMMENTS FROM THE PUBLIC-Commission thanks Fire company for invite to banquet. Generator was serviced.

14. ANNOUNCEMENT OF NEXT MEETING

DATE: April 28, 2022
TIME: 8 PM

15. ADJOURNMENT:

Motion made by: Commissioner Mornick
Seconded by: Commissioner Gentek

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
February 25, 2022 through March 25, 2022

Sturdy - Checking

Beg Checking Bank Balance	\$	10,000.00
Transfers In:		
Other Adjustments:	\$	-
Interest Income	\$	0.13
Balance before the following list of vendor payments	\$	<u>10,000.13</u>

Vendor Payments

5868	William A. Belles	-240.00
5869	Atlantic City Electric	-182.51
5870	Schuler Security	-456.00
5871	POQUE INC	-375.00
5872	Leader Printers	-3,019.00
5873	Justin Jordan	-480.00
5874	Government Leasing and Finance Inc.	-75,411.96
5875	Enrico Mascio	-705.00
5876	Chuck Jordan	-960.00
5877	Cape Regional Urgent Care	-180.00
5878	CAPE MAY STAR AND WAVE	-8.50
5879	Cape May County Fleet Maintenance	-20.06
5880	Brittney M. Delano	-480.00
5881	Baysshore Laundry & Linen	-14.90
5882	Villas Fire Company	-1,249.25
5883	AMBB Emergency Services Instructors	-2,400.00
5884	Joseph Leipert	-280.00

Total Check Payments	\$	(86,462.18)
Adjustments:		
Sturdy Bank- Checking Bank Balance (after checks are cut)	\$	(76,462.05)
Transfer from Savings to Checking	\$	<u>86,462.05</u>
Sturdy Bank - Checking Bank Balance after requested transfer	\$	<u>10,000.00</u>

Bank of America - Purchasing Card

Beg Balance - P-Card Balance Due - Prior Month \$ 864.58
 Payments \$ 864.58
 Bills paid with P-Card \$ 889.14
 Subtotal \$ 889.14
 Adjustments - Returns and Credits

P-Card a/c Balance due as of 3/15/22

\$ 889.14

Sturdy - Reserve Account for P-Card Payments

Beginning Balance \$ 5,000.00
 Interest Income \$ 0.04
 Additions(Deductions):

Other:
 Other:
 Funds Allocated for P-Card balance due \$ (889.14)
 Request to transfer from Savings to P-Card Reserve \$ 889.10
 Balance after Transfer \$ 5,000.00

Sturdy - Savings Account

Beginning Balance \$ 593,283.10
 Additions(Deductions):
 Township of Lower \$ -
 Township of Lower \$ -
 Insurance Claim Refunds \$ -
 Witmer OP refund \$ -
 P-Card rebate income \$ -
 Wire Fees \$ -
 Interest Income \$ 4.94
 Transfers Out: Reverse prior month transfer \$ -
 Transfer from Savings to Checking \$ (86,462.05)
 Request to transfer from Savings to Reserve - for P-card payment \$ (889.10)
 Balance after Transfers \$ 505,936.89

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 \$ 505,936.89
 Total Bank Accounts Balance \$ 520,936.89

Villas Volunteer Fire Company

P.O. Box 99
Villas, New Jersey 08251

CHIEF'S REPORT

Commission 3/24/22



NUMBER TYPE OF FIRES

	AUTO FIRES
2	BRUSH FIRES
	GRILL FIRES
	GRASS FIRE
1	CHIMNEY FIRES
	COVER ASSIGNMENT
	CO ALARM
	ELECTRICAL FIRES
3	FIRE ALARMS
	GRILL FIRES
	MULCH FIRE
	HAZ-MAT SPILLS
	NATURAL GAS LEAK / FIRES
	ORDER OF GAS

NUMBER TYPE OF FIRES

	ORDER OF SMOKE
	PROANE GAS LEAK / FIRES
	POLICE ASSIST / MEDICAL
	RESCUE ASSIGNMENT
1	OPEN BURN
	WATER RESCUE
1	APPLIANCE FIRE
	STOVE/KITCHEN FIRES
	DWELLING FIRES
	STANDBY
	TRASH / DEBRIS FIRES
1	UTILITY EMERGENCY - WIRES DOWN / ARCHING
	UTILITY EMERGENCY - MAIN BREAK / FLOODING
4	VEHICLE ACCIDENTS
	VEHICLE W/EXTRACATION
13	TOTAL # of CALLS:

IN-SERVICE:

	U-60				
	B-60	2			
	T-60	3			
	Q-60	8			
	SQ-60	4			
	Marine-60				

Damaged:

FIRE PREVENTION ACTIVITIES:

	FIRE PREV. AT SCHOOLS
	SCHOOL VISITATIONS

FIRE TRAINING ACTIVITIES:

	DRIVER TRAINING
	ENGINE COMPANY TRAINING
2hrs	EXTRICATION TRAINING
	FF. ORIENTATION
	FIRE SCHOOL

Fire Chief:

Submitted By:

Vincent Stone

4 TOTAL HOURS FOR THE MONTH

2hrs	MONTHLY DRILL NIGHT
	PUMP TRAINING
	RESCUE TRAINING
	LIVE BURN
	TRUCK CO. TRAINING

we had a cub scout pack here last week for a tour of the station and trucks, Sean Zinkus did a great job with it.
batteries were changed in the pick up truck
duty crew workers comp?
we had a joint drill with townbank fire with extrication, went well
we got our 9 new 700 radios - They have been installed