

**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 26, 2023
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:	GENTEK

5. READING OF THE LAST MONTHLY MEETING MINUTES:

A. Approval of the meeting minutes/make available.

Motion to accept made by: Commissioner

Seconded by: Commissioner

6. TREASURER REPORT

- Report follows minutes.

TOTAL BILLS: \$27,800.37

Transferred: \$17,799.45 and \$1,613.87 for P-Card account

A. Approval of Treasurer's Report:

Motion to accept made by: Commissioner

Seconded by: Commissioner

Motion to transfer funds and pay the bills made by:

Commissioner

Seconded motion made by: Commissioner

7. COMMUNICATIONS

INCOMING MAIL/EMAIL: Received E-Z Pass list from Fire Company to update. Received 2021 Audit from accountant so the 2021 audit can be updated onto website. Received correspondence from Lincoln Financial to get new members that qualify for 2022 LOSAP on board. Reported accident of 12/13/2022 to insurance company. Attorney Braslow advised us to report Tort claim to insurance company. (Has already been done). Received email from Board of Elections concerning information for 2023 election on February 18, 2023. 3 petitions given out and must be back before January 20, 2023. Received CNC-3 from Township. Got Fire Company agreement. Examiners from the state notes concerning the budget. Resolution from Attorney Braslow concerning budget received. Received police report from chief on 12/13/22 accident. Received petitions back from Howard and Wareham and was advised Hilvert has withdrawn his petition. Received MVC cards for 2 vehicles. Received yearly summary from LOSAP.

OUTGOING MAIL/EMAIL: Contacted E-Z Pass and resolved outstanding violation. Forwarded CNC-3 to State along with budget. Forwarded copies of Bio's to commissioners relative to website information. Reported street light out in parking lot. 2 MVC cards received and forwarded to chief. Sent out to Fire house request for hall for February 18, 2023 election. Request to Board of election for voting machines and training of machines.

8. REPORTS OF EXECUTIVE BOARD

Chairman Reports-Discussion on several matters.

Vice Chairman-Maintenance crew recommendations to be discussed.

COMMITTEE REPORTS

FIRE BUREAU- Meeting cancelled due to lack of quorum.

FIRE APPARATUS-Chiefs report

ISO- Progress

HYDRANTS- All flushed, 1 out of service awaiting parts.

LOSAP-Received updated report from Fire Company and am awaiting COLA information.

INSURANCE-Accident report submitted to insurance company.

FIXED ASSETS-

9. FIRE CHIEFS REPORT

- Report follows minutes. Quotes for vehicles returned to chairman. Change orders must be approved by commissioner. Cannot be paid until after budget is approved.

10. OLD BUSINESS- Office light in Commissioners office needs to be replaced. Vehicle usage guidelines presented need to be addressed and reviewed this month. Camera's status.

11. NEW BUSINESS -. There was a special meeting held on January 17, 2023 at 5Pm in reference to readopting budget and 2 relevant resolutions.

.12. RESOLUTION- None. 2023-01 and 2023-02 done at January 17, 2023 special meeting.

13. OPEN COMMENTS FROM THE PUBLIC-

14. ANNOUNCEMENT OF NEXT MEETING

DATE: February 23, 2023

TIME: 8 PM

15. ADJOURNMENT:

Motion made by: Commissioner

Seconded by: Commissioner

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