

# Pittsgrove Township District 3 Board of Fire Commissioners Meeting Minutes

**March 7, 2016**

The March 2016 meeting of the Pittsgrove Township District 3 Board of Fire Commissioners was called to order at 19:37 by Vice Chairman McDowell. Vice Chairman McDowell opened the meeting by leading the Pledge of Allegiance and acknowledging the Open Public Meetings Act (Sunshine Law).

## **Role Call**

Richard Smith	Present
Christopher McDowell	Present
Carolyn Schalick	Present
Christian DuBois	Present
Tom Furdyna	Absent

Richard Smith was re-elected to the board of fire commissioners at the last election. At this time he read the oath of service.

On a motion by Schalick and a second by DuBois Smith was accepted to the board of fire commissioners.

Vote: All in favor

On a motion by Schalick and a second by DuBois the board proceeded into reorganization. Vote: All in favor  
Resolution 2016 3-7-1 was presented, appointment of officers. On a motion by Schalick and a second by McDowell the following will be the officers: Vote: All in favor

Chairman, Smith

Vice Chairman, McDowell

Secretary, Schalick

Treasurer, Furdyna

Clerk, DuBois

Resolution 2016 3-7-2, meeting dates was presented.

All meetings will be held at 19:30 at the Centerton Fire Station, 64 Dealtown Rd, Pittsgrove, NJ 08318 on the second Monday of the month. 4/11/2016, 5/9/2016, 6/13/2016, 7/11/2016, 8/8/2016, 9/12/2016, 10/10/2016, 11/14/2016, 12/12/2016, 1/9/2017, 2/13/2017, 3/13/2017. Additional budget workshop dates on an as needed basis will be 10/12/2016, 11/16/2016, 12/14/2016

Resolution 2016 3-7-3 was presented, selection of newspapers. Elmer Times, Alternate South Jersey Times

Resolution 2016 3-7-4 was presented, selection of attorney. Richard Braslow

# Pittsgrove Township District 3 Board of Fire Commissioners Meeting Minutes

**March 7, 2016**

Resolution 2016 3-7-5 was presented, selection of auditor. Bowman & Company

Resolution 2016 3-7-6 was presented, selection of bank. 1<sup>st</sup> National Bank of Elmer

Resolution 2016 3-7-7 was presented, bonding amount. \$1,000,000 coverage for the board treasurer.

Resolution 2016 3-7-8 was presented, Authorized signers. Three board member signatures on all checks.

Resolution 2016 3-7-9 was presented, cash management plan. Attached

On a motion by Schalick and a second by McDowell all resolutions were approved as read. Vote: All in favor

Chairman Smith stated that he will forward the information to the newspaper for publication.

## Reading of the previous meetings minutes

The minutes of the February 2016 meeting were read by Schalick. On a motion by Schalick and a second by McDowell the minutes were approved as documented. Vote: All in favor

## Bills

Bills for January were read by Chairman Smith. On a motion by McDowell and a second by DuBois the bills were approved to be paid. Vote: All in favor.

P.O. #	Check #	Amount	Payee
2016-12	10200	\$3325.00	DeMaio's Inc.
2016-13	10201	\$2771.69	TBI Landscaping
2016-14	10202	\$548.61	Atlantic City Electric
2016-15	10203	\$9500.00	Bergholz Tree Experts
2016-16	10204	\$50.00	Carolyn Schalick
2016-17	10205	\$50.00	Christian DuBois
2016-18	10206	\$50.00	Christopher McDowell
2016-19	10207	\$115.11	Comcast
2016-20	10208	\$2854.65	DeMaio's Inc.
2016-21	10209	\$83.11	Ed Myers Sr.
2016-22	10210	\$106.50	Elmer Times
2016-23	10210	\$94.35	Elmer Times
2016-24	10211	\$89.48	Fire & Safety Services
2016-25	10212	\$142.75	Kris Myers
2016-26	10213	\$151.43	Major Petroleum
2016-27	10214	\$1889.87	Pittsgrove Township Tax
2016-28	10215	\$50.00	Richard Smith
2016-29	10216	\$8.98	Schalick Mills
2016-30	10217	\$824.32	South Jersey Gas
2016-31	10218	\$200.00	Ed Myers Jr.

Total paid \$22905.85

### **Chief's Report**

Chief Larkin stated that there were 16 events so far this year.

Jeff Morse is still attending firefighter 1 school at Camden County, he is doing well.

There may be a CPR class on the 26<sup>th</sup> with Chief Ortega teaching the class.

He stated that he did not yet purchase the chimney kit items

23-6 is back from the repairs, Ed Myers Sr. and Kris Myers had trouble while bringing the truck back. The pump cooler had a crack and leaked anti-freeze into the pump which caused the engine to lose all anti-freeze multiple times on the trip. It took them 6 hours to get home due to the frequent stops to make repairs.

He stated that he hasn't heard from fire and safety about quotes

He requested permission for Henderson to attend EMT recertification training, it will cost \$200. Discussion followed. On a motion by Schalick and a second by DuBois, Henderson was approved to attend the training.

We may need to purchase a smaller face piece for Jeff Morse, the Chief will investigate and let the board know what he finds out.

He asked if he could purchase new gear for some members. Chairman Smith said that he needs to get quotes before any further discussion can take place.

He stated that two SCBA bottles need to be hydro tested.

Basich reported that the following trucks need repairs:

23-6 needs to have the pump packing replaced

23-5 needs to have the air compressor repaired or replaced

23-1 the master discharge gauge was replaced and the master intake gauge also needs to be replaced.

Chairman Smith instructed him to return next month with quotes for the repairs

### **Company Report**

Nothing to report

### **Old Business**

Chairman Smith reported that the fence has been erected, the budget has been approved by the state, the tree work has been completed and the election results were: 13 total voters, 12 voted for the budget, 1 against

Resolution 2016 3-7-10 was presented to accept Larkin, Myers Sr., Myers Jr. and K Myers for LOSAP. On a motion by Schalick and a second by DuBois the list was approved. Vote: All in favor.

**New Business**

Chairman Smith asked if we have any ceiling tiles available to replace the stained ones. He asked Myers Sr. to look into it and if we don't have any to go ahead and purchase some.

Chairman Smith stated that we need additional stone for the new parking areas. Discussion followed on the color of stone to purchase. Smith will get quotes for the next meeting.

Chairman Smith only had 1 return call in regards to adding holy trees near the new fence on the property line. TBI quoted \$1989.48 to plant 5 holy trees. Discussion followed, it was decided to table the discussion until we have more information at the next meeting.

Chairman Smith asked if we wanted to erect a fence on the 70 Dealtown Rd. property line. He presented quotes for 340 feet of split rail fence, the cheapest was \$4500. It was decided to table the discussion until the next meeting.

There was discussion about the problems with Comcast and the key fob system.

There was discussion about purchasing a new computer.

Bianco was here to inspect the keypad near the main door since the 7 key doesn't always work. It was decided to ask Bianco to replace the keypad.

Chairman Smith stated again that all purchase orders need to be signed by the vendor in order to be paid, there will be no exceptions.

Myers Sr. stated that he believes we should fix the push button locks on the entry doors so that they can be used instead of the key fobs. Discussion followed. Chairman Smith said he will contact South Jersey Door to get prices to replace them.

Smith asked if we should discuss covering the block sides of the building with siding. Myers Sr. said he would like to get quotes and discuss further after we know how much it will cost. Discussion followed.

Chairman Smith said there was wind damage to some fascia pieces during the last storm. He will have Harris construction repair the damage.

**Adjournment**

With there being no further business before the board a motion to adjourn was made by McDowell and seconded by Smith at 20:54. Vote: All in favor