

# Pittsgrove Township District 3 Board of Fire Commissioners Meeting Minutes

**April 11, 2016**

The April 2016 meeting of the Pittsgrove Township District 3 Board of Fire Commissioners was called to order at 19:41 by Chairman Smith. Chairman Smith 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	Absent
Tom Furdyna	Absent

## **Reading of the previous meetings minutes**

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

## **Bills**

Bills for March 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
2016-32	10219	\$422.22	Atlantic City Electric
2016-33	10220	\$304.00	Bianco Security
2016-34	10221	\$115.47	Comcast
2016-35	10222	\$150.00	Ed Myers Jr.
2016-36	10223	\$59.38	Elmer Times
2016-37	10224	\$779.53	Fire & Safety
2016-38	10224	\$253.00	Fire & Safety
2016-39	10224	\$369.00	Fire & Safety
2016-40	10224	\$1934.44	Fire & Safety
2016-41	10225	\$141.00	Harris Construction
2016-42	10226	\$200.00	Hartford Steam Boiler
2016-43	10227	\$120.00	Linda Kurtz
2016-44	10228	\$104.64	Major Petroleum
2016-45	10229	\$82.50	Richard Braslow
2016-46	10229	\$50.50	Richard Braslow
2016-47	10230	\$75.00	Richard Smith

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2016-28	10231	\$490.89	South Jersey Gas
2016-29	10232	\$87.10	Tekk Comm
2016-30	10233	\$400.00	Treasurer State of NJ
2016-31	10234	\$1405.00	Worknet
2016-48	10235	\$4630.93	EVS

Total paid \$12174.60

**Chief's Report**

Chief Larkin reported that all of the apparatus have been serviced by EVS.

A CPR class was held at station 24, Kris Myers and Jeff Morse attended.

Annual training will be held on Monday the 18<sup>th</sup> of April at station 22.

He is looking to schedule another CPR class soon.

**Company Report**

The breakfast was held. Lots of family members attended and helped. The totals were \$1872 in ticket sales and \$90 in additional donations. The net profit appears to be about \$1550 at this point.

Joe Manno won the 50/50 and donated the \$111 winnings back to the company.

**Old Business**

Chairman Smith reported that he has been marking trees for stump removal at 70 Dealtown Rd

He solicited prices for quarry blend for the parking lot. The prices were as follows: Spring Brook Farm \$20 a ton, Tom Hamilton \$21 a ton and a third party was \$26 a ton.

Gravel will be \$100 a load from Spring Brook Farms

Chairman Smith thanked Ed Myers Sr. for locating the correct 340 foot property boundary at 70 Dealtown

There was a discussion on property line fencing, the discussion was tabled.

Chairman Smith called Comcast, they had two addresses on file for the company. He consolidated the addresses and we now have a business class modem/router. Be safe will still need to make corrections to the key fob system to make it compatible with the current IP address.

The keypad for the alarm was replaced.

Chairman Smith received a letter from VFIS about the boy scouts, they don't think we are covered for incidents involving the boy scouts or their property. An email was sent to the solicitor to verify that we are in fact covered.

A UPS was discussed for the computer system in the office. Kris Myers located a UPS for \$190 on Amazon he will purchase before the next meeting. On a motion by Schalick and a second by McDowell he was approved to purchase the UPS. Vote: All in favor

Rick will purchase market flags to mark the tree stumps for removal

There was a discussion about holy trees for the property line. It was decided to wait until later in the spring to see how the area fills in.

There was discussion about the options for the property line behind the station and on the 70 Dealtown side. Fencing, shrubs and trees were all discussed. Rick will check on fencing prices. Additional discussion followed. On a motion by Schalick and a second by McDowell it was decided to do a comprehensive study on all of the property lines and to develop a long term plan. Vote: All in favor

### **New Business**

Chairman Smith asked about the plan for next year in regards to yard maintenance. We now have additional property to take care of and both of the company lawn mowers are in a state of disrepair.

He will work on prices for yard work for the upcoming year, perhaps it would be good to contract the work out until the new properties stabilize and we develop a plan to maintain them.

There was discussion about the prices to service the trucks and the possible options. The Chief will look into it for next year.

Chairman Smith suggested we look into a separate computer to separate the business activities from the company activities. Perhaps a laptop is a good idea? Maybe a tablet? The discussion was tabled for the next meeting.

### **Adjournment**

With there being no further business before the board a motion to adjourn was made by McDowell and seconded by Schalick at 21:08. Vote: All in favor