



BOARD OF FIRE COMMISSIONERS

DISTRICT NO. 1

Township of Pittsgrove, Salem County

P.O. Box 111

Norma, NJ 08347-0111

Regular Meeting DECEMBER 16, 2013

PRESENT:

Henry Mayerfeld, Chairman
Louis J. Vasile, Secretary
Elbert Johnson
Pat Heer, Treasurer
Krystal Bates
Sandy Comparri, Recording Secretary

Absent:

Linda Kurtz, Chief
Rich Kurtz, President

Audience:

Sharon Smith, Bowman and Company

Henry Mayerfeld called the meeting to order at 7:30 pm. The flag salute and a moment of silence and reflection for the LODD and or dignitaries were held. The sunshine law was recognized.

Budget for 2014:

Sharon Smith was recognized by Mr. Mayerfeld and asked to speak about the budget for 2014. She reviewed the 2014 budget with the Board and noted the increase from 2013 to 2014 is \$3,596.00. It was decided to apply this total amount to the insurance line item since the insurance has gone up so much.

Sharon also informed the Board the amount of levy CAP Banked for future years is as follows:

2012 Bank available in 2015	455.00
2013 Bank available in 2015	1,269.00
2014 Bank available in 2015	<u>510.00</u>

The total amount available in 2015 is: \$ 2,234.00.

A motion was made to approve the budget for 2014 of \$259,050.00 on a motion by Pat Heer and seconded by Krystal Bates.

Vote: Henry Mayerfeld - yes
Louis J. Vasile - yes
Elbert Johnson - yes
Pat Heer - yes
Krystal Bates - yes

MINUTES FOR NOVEMBER 18, 2013

The minutes were reviewed and approved by Lou Vasile and seconded Pat Heer.

Vote: All in favor

MINUTES FOR SPECIAL CAPITAL MEETING ON NOVEMBER 23, 2013

The Secretary wanted to inform the Board about the legal notice which was sent to the Daily Journal in Vineland. While preparing for this meeting the Secretary went on line to get a print out of the public notice which should have been in the Daily Journal on November 13, 2013. She could not find the notice so on Monday morning contacted Kathleen Walsh the legal clerk at the Daily Journal. The Secretary explained to the Kathleen that she sent the request on Nov. 7, 2013 and received a reply that it would be in the Nov. 13th paper. Kathleen was sure it was published and would send it to her. Later that day Kathleen e-mailed her back saying there was a mix-up and it never was published. She apologized and told the Secretary it was the papers fault.

Both Henry and Lou felt that since we did everything we should have done and it was an error done by the paper that everything should be fine as far as the Special Capital Meeting.

Lou Vaile told the Secretary to call the lawyer anyway just to make him sure.

Henry told the Secretary to make sure she keeps a copy of the e-mails from the Daily Journal with the paperwork for the Special Capital Election.

The Secretary said she would and would also include it in the December minutes so it would be in that permanent record also.

The minutes were reviewed and approved by Lou Vasile and seconded Pat Heer.

Vote: All in favor

TREASURERS REPORT FOR NOVEMBER 18, 2013

The Treasurer did an addendum to the November 18 report since there were so many additional bills added. This way the Board could be sure they reviewed everything.

TREASURERS REPORT FOR DECEMBER 16, 2013

The Board reviewed the report and it was approved on a motion by Lou Vasile and seconded by Krystal Bates.

Vote: All in favor

Henry Mayerfeld would like the Treasurer to do an addendum to the treasurer's report every month with the addition bills that are added during the meeting.

Henry also mentioned that stamps will be going up in ;the next couple of weeks and asked the Treasurer to purchase 500.00 worth of forever stamps before this happens.

Henry Mayerfeld told the Treasurer that Maggie from Capital Bank reminded him the paperwork still need to be signed and returned to them. The Treasurer thanked him for reminding her.

Henry saw that Vineland Environmental did the test for the water at the station. He asked Lou Vasile to remind Rich Kurtz to have the second test done also. Lou said he would ask Rich to get that done.

2013 EXPENDITURES

The Board reviewed the expenditures for 2013. The Treasurer asked if some of the expenditures she put on line item 406 fire equipment, testing and repairs, could be moved to the movies that was left from the purchase of the ambulance. Everyone thought it could but just to make sure it was suggested she call Dave Rollison to make sure.

A motion was made to by Lou Vasile and seconded by Pat Heer to what can be moved to the 41,000.00 left from the purchase of the ambulance. Then move from non-bondable assets what is needed to cover any line items that are short.

Vote: Henry Mayerfeld - yes
Louis J. Vasile - yes
Elbert Johnson - yes
Pat Heer - yes
Krystal Bates - yes

The Treasurer will supply a final spread sheet for the 2013 expenditures at January's meeting.

Chiefs Report:

None

Missing Titles:

The Secretary told the Board she has not had time to work on this yet.

Generator:

Nothing can be done on the generator until the bids are put out. The lawyer is working on this.

Web Site:

Lou is continuing to do a great job researching website developers for the Commissioners website. He really likes FireCompanies.com. Their prices start at 39.99 per month. There would be a onetime set up fee. Each Commissioner would have an e-mail address. A Quarterly newsletter would also go out. He would like to have them come and talk to the Commissioners at the February meeting.

Govoffice.com can be gone to view all the states fire websites.

INSURANCE:

The Secretary is having Ric Tucker come out at January's meeting since the budget needed to be done this month.

COMPUTER:

Lou Vasile has been looking at a computer for the Fire Company. The Commissioners have decided to also buy the secretary one also. At first Lou was looking at an Apple but they are very expensive. So he has decided to go with a HP. The estimate he has come up with from Best Buy is:

915.00 computer
400.00 software
115.00 quicken
350.00 printer

This is about \$ 1,850.00 per computer. He is going to find out if there is a State Contract.

A motion was made by Lou Vasile and seconded by Pat Heer to purchase the computers from Best Buy.

Vote: All in favor

For the Good of the Company:

Lou Vasile asked the secretary to send a basket to Jeff Walker's family and to Chuck Hughes.

Correspondence:

None

ADJOURNMENT:

The meeting was adjourned at 9:35 pm

Sandra M. Comparri
Recording Secretary

Below is the e-mail correspondence between the Secretary and the Daily Journal:

From: Sandy Comparri <sandyrunwithlimp@aol.com>
To: djlegals <djlegals@gannett.com>
Cc: louiej18 <louiej18@comcast.net>
Subject: Legal Ad
Date: Thu, Nov 7, 2013 2:23 am
Attachments: Capital_Meeting-generator-2013.rtf (56K)

Good Morning,

Please put this ad in legal ads on November 13th, 2013. Please confirm the ad can be placed on the 13th and that you received this request to insure this gets into the paper.

Please charge this to:

Board of Fire Commissioners Fire District 1, Pittsgrove Township, PO Box 111, Norma NJ 08347.

Thank you,

Thu, Nov 7, 2013 8:50 am
RE: Legal Ad
From LEGALS, DJ DJ-LEGALS@ad.gannett.comhide details
To Sandy Comparri sandyrunwithlimp@aol.com
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It will publish on 11/13. Thanks.

-Kathleen

(General Note: Publication dates are pending finance credit approval, you will be notified of any credit issues which may change the above date(s) upon order entry)

Please note: An Affidavit (your notarized legal proof that your notice published in the newspaper) will be charged and automatically added to your invoice unless you request in writing not to receive one when you send your initial email request.

Kathleen Walsh

Legal Clerk

3601 Hwy. 66 | Neptune, NJ 07754

T 732.643.3741 Direct line

Legals: 888-516-9220 ext. 3741

kwalsh@NJPressMedia.com (personal)

Sun, Dec 15, 2013 6:12 pm

RE: Legal Ad

From Sandy Comparri sandyrunchwithlimp@aol.comhide details

To DJ-LEGALS DJ-LEGALS@ad.gannett.com

Cc louiej18 louiej18@comcast.net

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Kathleen,

I did a search on line to print out the Legal ad for this e-mail which should have been published in the paper on 11/13/2013 and I can't seem to find it.

Can you please send me an e-mail with a copy of the posting so I can put it in my meeting packet.

thank you,

Sandy Comparri

[Sandra M. Comparri](#)

[Recording Secretary/Treasurer](#)

[Board of Fire Commissioners, District #1, Pittsgrove, NJ](#)

[PO Box 111, Norma, NJ 08347](#)

[856-358-3410 phone/fax](#)

Mon, Dec 16, 2013 2:16 pm

RE: Legal Ad

From LEGALS, DJ DJ-LEGALS@ad.gannett.comhide details

To Sandy Comparri sandyrunchwithlimp@aol.com

Sandy,

I'm very sorry, but the notice did not publish. I had it checked off on my list but it never made it into the paper. This is entirely my fault. I don't know why I checked it off when it wasn't done. If I can do anything to make up for this, please let me know.

I sincerely apologize for the error.

-Kathleen

Kathleen Walsh

Legal Clerk

3601 Hwy. 66 | Neptune, NJ 07754

T 732.643.3741 Direct line

Legals: 888-516-9220 ext. 3741

kwalsh@NJPressMedia.com (personal)