



BOARD OF FIRE COMMISSIONERS

DISTRICT NO. 1

Township of Pittsgrove, Salem County

P.O. Box 111

Norma, NJ 08347-0111

**Regular Meeting
JANUARY 14, 2013**

No meeting was held on December 16, 2012. It was cancelled by the Commissioners.

PRESENT:

Henry Mayerfeld
Louis J. Vasile, Secretary
Pat Heer, Treasurer
Elbert Johnson

Absent:

Linda Kurtz, Chief

Audience:

Shawn D'Agostino
Ron Patrowski
Krystal Bates
Dave Rollison, arrived 7:44 pm

Henry Mayerfeld called the meeting to order at 7:40 pm. The flag salute and a moment of silence and reflection for the LODD and or dignitaries were held. The sunshine law was read.

Henry Mayerfeld spoke to the Commissioners about the meeting in November. He was told by Lou Vasile that words were exchanged between Linda Kurtz, Rich Kurtz and Par Heer.

Henry asked everyone who attends the meetings to keep the contents of their comments to Commissioners and Fire Company business only. All private business should be discussed outside of the meeting.

2013 Budget:

Dave Rollison went over the budget which was introduced on November 18, 2012. He asked if anyone in attendance had any questions about the 2013 budget.

A motion was made to accept the 2013 of \$340,454.00 by Lou Vasile and second by Elbert Johnson.

Vote: Henry Mayerfeld – yes
Lou Vasile – yes
Elbert Johnson – yes
Pat Heer – yes

Resolution 2013-01, Approval of the 2013 Budget:

The 2013 budget was approved by the Commissioners. The paperwork for the State of New Jersey was signed by Lou Vasile and given to Dave Rollison. Dave will be sending it out to the state.

The recording treasurer asked Dave Rollison if the money reserved for the solar panels needs to be voted on again since it was not used in 2012.

He said it is still considered in reserve for the solar panels. If the Board decides not to go through with the solar panels then they will need to do a resolution to cancel the reserve on the money and it will go back into surplus.

MINUTES FOR NOVEMBER 18, 2012:

The minutes were reviewed and approved by Lou Vasile and seconded by Elbert Johnson.

Vote: all in favor

Par Heer asked who was recording the meeting in November.

Krystal Bates said she was recording the meeting on her phone for her own use.

TREASURERS REPORT FOR JANUARY 14, 2013

The following bills were added to the Treasurers report:

Eastern Door: remotes for flashing lights// \$ 216.00

Strykers: Shut off for new ambulance// \$ 101.00

Italiano Brothers: alternator belt fixed// \$ 457.90

Henry asked the Treasurer to get information from Capital Bank about the money in the Money Certificate.

The Commissioners reviewed the Treasurers Report and it was approved on a motion by Pat Heer and seconded by Lou Vasile.

Vote: All in Favor

NEW AMBULANCE:

The Fire Company received the new ambulance on December 21, 2012.

Another garage door opening is now needed for the old ambulance.

Henry will get that ordered.

Henry Mayerfeld asked the Secretary if she had called the insurance company to get insurance on the new ambulance. She said she had not because Lou said hold off on it since the title would be coming within a week of the delivery of the ambulance.

Ron Patrowski said the tag expired the beginning of January.

Lou Vasile said he had to call twice to get the title from Freddie Hunt. He was told by Freddie we would have the title within a week of delivery.

The Secretary said she would call the insurance first thing in the morning to get insurance on the new ambulance.

Ron Patrowski also said that they still needed an insurance card for the Pierce truck.

The Secretary said she had asked Linda at the November Meeting if she had gotten all the insurance cards and was told yes.

Ron said he just knew that 24-4, the Pierce pumper, needs an insurance card.

The Secretary said she would let the insurance representative know when she called for the new ambulance.

Now that we received the title, Lou asked the Secretary to get the title put into the Board of Commissioners name. Also the registration and MG tags are needed.

Someone mentioned the titles for 24-1 and 24-9 are not in the Fire Company's security box at the bank.

Electrical Room:

The secretary moved the filing cabinet out of the Electrical Room. She asked Henry if he had had a chance to look into getting another filing cabinet with a lock on it. He has not.

Election on February 16, 2013:

The next election is February 16, 2013, from 2 to 9. Lou Vasile, Krystal Bates and Debbie Springer are running for commissioners.

Lou said he would be able to stay for a little while, but should not be here the whole time because he is running. Pat Heer said she could send time here with the secretary.

NEW HEATER:

Henry Mayerfeld said since he was unable to get together with Rich Kurtz about the new heater, he will contact Mr. Hess about putting a new one in.

He said he thinks the heater which is in the building now might be undersized, because it worked really hard to get the building cooled off in the summer. Perhaps he would look at a larger size.

Chiefs Report:

The chief's report was given by Krystal Bates.

The Fire Company participated with the township schools and gave out 5 turkey dinners for Christmas.

They also bought 4 trees from the Ship Bottom Fire Company, when they were having their fund raiser.

Krystal gave a very nice report but I had difficulty hearing her and she was speaking very fast. I was unable to get everything down she said.

I asked to make a copy of the Chiefs report after the meeting. Krystal said the copier was not working.

I sent several e-mails to Linda requesting a copy of the report. I wanted to be sure not to miss anything and the information I put in the minutes was correct. However I never received a copy or a response back from her.

SOLAR PANELS:

Lou Vasile said he was in contact with Atlantic City Electric again to get a new package together, since the other was from the beginning of 2012. He said different areas have different amounts on their green credits, so he is still looking into how much will be earned per green credit.

WORKER COMPENSATION:

The information for Worker Compensation Insurance was completed and given to the new auditor by the secretary. We should hear something from the insurance within the next month.

CORRECTION PLAN FROM FINANCIAL AUDIT:

A correction plan needs to be made because the treasurer did not get all the checks into the bank within 48 hours of receiving them.

RESOLUTION 2013-02, ALL CHECK MUST BE DEPOSITED INTO THE BANK WITHIN 48 HOURS OF THEIR RECEIPT:

A motion was made by Henry and seconded by Elbert that all checks must be deposited into the bank within 48 hours of their receipt.

VOTE: Henry Mayerfeld – yes

Lou Vasile – yes

Elbert Johnson – yes

Pat Heer – yes

Henry told the treasurer if she was unable to get to the bank to give the checks to him because he goes every day.

TEMPORARY BUDGET FOR 2013:

The commissioners reviewed the temporary budget for 2013. This budget is to be used, until the election until the full budget is passed. The temporary budget is 10% of the budget, which is \$ 11,364.40.

A motion was made by Lou Vasile and seconded by Elbert Johnson to approve the temporary budget for 2013 in the amount of \$ 11,364.40.

VOTE: Henry Mayerfeld – yes

Lou Vasile – yes

Elbert Johnson – yes

Pat Heer – yes

LOSAP TOTALS FOR 2012:

Krystal did not have the totals for the 2012 LOSAP.

AMBULANCE RELIEF MONEY:

The treasurer made a check out to the Fire Company for the 4000.00 which was direct deposited in the commissioner's account by the Township.

The treasurer called Donna Jacobs at the township and told her it is being put into the wrong account. She also told Donna Henry Mayerfeld was now getting vouchers sent to his store for the Commissioners to be signed

The treasurer and Donna went over all the addresses where things should be sent. The accounts where monies should be deposited was also reviewed. Donna said she was not sure who has changed everything in the system.

Hopefully everything is now fixed and we will no longer have these problems.

FILING CABINETS FOR THE COMMISSIONERS:

Henry is going to contact the used office equipment store in Norma to see if he can purchase two legal sized filing cabinets with locks.

RADIOS FOR BOTH AMBULANCES:

Lou Vasile said he has contacted John Huron at Wireless Communication to get radios for both the ambulances. They are 500 megahertz. He has giving them the list of what the radios need to be programmed to. Lou said he will be here to supervise the instillation when they are installed.

He is also working on getting the sire working again.

REPAIRS TO 24-1:

None

LOSAP:

George Vellaringattu never got back to the secretary about what he could offer the Fire Company for LOSAP. She did send him another e-mail to find out the status. He said it was taking him longer then he had hoped.

REPAVING THE PARKING LOT:

None

GENERATOR:

None

Hardware on the Windows:

None

ADJOURNMENT:

The meeting was adjourned at 9:15pm.

Sandra M. Comparri
Recording Secretary