



## **BOARD OF FIRE COMMISSIONERS**

**DISTRICT NO. 1**

**Township of Pittsgrove, Salem County**

**P.O. Box 111**

**Norma, NJ 08347-0111**

[NormaComm.com](http://NormaComm.com)

Regular Meeting

**JANUARY 11, 2016**

**Present:**

Henry Mayerfeld, Chairman

Louis J. Vasile, Secretary

Krystal Bates

Linda Kurtz, Chief

Sandy Comparri, Recording Secretary

**Absent:**

Elbert Johnson

Pat Heer, Treasurer

Rich Kurtz, President

**Audience:**

None

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

**Approval of 2016 Budget:**

Resolution 2016-01, Approval of 2016 Budget: **(Originally Resolution 2015-24)**

The Commissioners reviewed the information supplied to them by the auditor for the 2016 budget with the increase of 2%. None of the Commissioners had any questions about the budget. There was no one in the audience to ask any questions about the budget.

**(The secretary noticed a mistake in the numbers when reviewing the minutes for the 2016 audit. The resolution was made in 2016, so it should not have continued from 2015.)**

Lou Vasile did get the introduction of the budget for 2016 back from the State of New Jersey approved after some confusion because of a page left out by Bowman and Company. The confusion was straighten out after a few phone calls from Lou Vasile to Michael Welding, from Bowman and Company.

A motion was made to approve the 2016 budget of \$ 191,459.00, an increase of 2% from 2015 by Krystal Bates and seconded by Lou Vasile.

Vote:

Henry Mayerfeld - yes

Louis J. Vasile - yes

Krystal Bates - yes

The final paperwork will be sent to the state and the township by the Secretary, Lou Vasile.

**Minutes for December 14, 2015:**

The minutes were read and approved on a motion by Lou Vasile and seconded by Krystal Bates.

Vote: All in favor

**Treasurers Report for December 14, 2015:**

The report was reviewed.

There is a question about why we received another bill from Worker Comp Insurance. The Recording Treasurer is going to call to see why we received it.

The following bills were added to the Treasurers Report:

Tri City Products//trash liners	59.60
Norma Alliance Vol. Fire and Rescue//tote bags	213.75
Norma Alliance Vol. Fire and Rescue//fax machine	434.98
Nat Alexander//Kussmaul Air Compressor	625.00
Nat Alexander//Flow test (yearly test)	843.50
Emergency Medical Products//oxygen bottles	246.22 (balance due)
Fire and Safety Services//24-5 air leak	1,557.38
Vineland Auto Electric//fuse holder	7.44
Vineland Auto Electric//wire air compressor in 24-5	549.11
Patrick Spring//Annual classes	500.00
Krise Electrical Contract//generator	61,642.00

The bill for Firehouse Software was approved to be paid by the Chief.

A motion was made by Lou Vasile and seconded by Krystal Bates to pay the bills.

Vote: All in favor

**Commissioners up for election:**

The Recording Secretary let the Board know Lou Vasile's term for commissioner expires on February 28, 2016.

The Recording Secretary had a petition made out for Lou Vasile so he could run for commissioner for the election being held on February 20, 2016. Lou had already printed himself up one and was having it signed.

**Election 2016:**

The Recording Secretary reminded everyone the election for 2016 is February 20, from 2:00 pm to 9:00 pm. She has e-mailed the Elmer Times and requested the absentee ballot be put in the paper. She has also had the paper run the announcement of the election for District #1 two times; once with the budget and once without the budget. Preston Foster from the Elmer Times told her he will need to get ahold of the Salem County election board because he needs to get a copy of what the legal notice needs to say in Spanish. As

soon as he had everything he needs he will get it in the paper. The absentee ballot will go into the paper on January 14, 2016.

**Resolution 2016-02: Temporary Budget for 2016:**

The temporary budget for 2016 is as follows:

Commissioners	\$ 708.00
Fire Company	325.00
Insurance	2,940.60
Professional Services	1,000.00
Vehicle Maintenance	1,807.00
Building Maintenance	1,062.90
Fire Fighting	932.70
Rescue Equipment	692.50
Operating Materials & Supplies	553.30
Building Heat	620.00
Building Electric	620.00
Telephone	352.90
Training & Education	350.00
Assets Not Included as Capital	1,986.00
Vehicle Fuel & Oil	500.00
Total	\$ 14,450.90

A motion was made to approve the Temporary Budget for 2016 Krystal Bates and seconded by Lou Vasile.

Vote:

Henry Mayerfeld - yes

Louis J. Vasile - yes

Krystal Bates - yes

**GENERATOR:**

The work on the generator is complete. Henry, Lou and Linda are not entirely happy with all the work on the generator. They feel some of it is not very professional. Case in point: The unit is not centered on the pad nor is the unit bolted to the pad. The shoddy work done by the plumber was corrected after Lou told him he was not happy with it. The hydrant was run with the generator and it works well.

- The generator went on line January 8, 2016.
- It ran for 3.5 hours at 99% load; ran good.
- Monday at 10:00 am: test run
- Switch test: once a month; recommended by Cooper Power Systems
- Maintenance Schedule:
  - The unit will need to be serviced twice a year.

**Chiefs Report:**

Linda Kurtz would like to have the commissioners come to the meetings. How many meetings can a commissioner miss before they are replaced?

The Recording Secretary was not sure but would try to get an answer to be given at the next meeting.

**Missing Title for 24-9:**

The Recording Secretary informed the Board she was not able to get any further then Lou Vasile was with finding out about the company that held the load on 24-9. She mentioned to the Board about contacting the lawyer.

The Commissioners agreed the next step would be to contact Richard Braslow to see if he can assist us in getting a new title.

**LOSAP Totals for 2015:**

Not available yet

**Good and Welfare of the Company:**

Lou Vasile gave the following report:

- Lou continues to work with Robotronics on Sparky and Son. He completed the paperwork about specifications and sent pictures and a voucher to them.
- Henry was wondering if there would be any business interested in sponsoring Sparky and Son
- The Commissioners need to purchase a UPS for the computer and fax machine.
- 24-2 will go into the shop at the end of the month. The parts have already been ordered. They will be using the stainless steel panel from the original door since there is no damage to it.
- The State approved the introduction to the budget after the problem was straightened out about the \$ 32,000.00 which Bowman and Company neglected to include in the paperwork.

**Building Corner:**

Ongoing project

Air Purification System:

Ongoing project

**Tabled items:**

- Lineage on the Parking lot (Henry)
- Repaving of parking lot ( Henry)
- Solar Panels (Lou)
- Thank you dinner

**Correspondence:**

The LOSAP paperwork received for 2015 was given to Lou Vasile by the Recording Secretary. He will need this when submitting the LOSAP totals for 2015.

The Life Hazard Use Certificated of Registration from the State of New Jersey was given to the Chief by the Recording Secretary so she can keep it on file.

**ADJOURNMENT:**

The meeting was adjourned on a motion by Henry Mayerfeld at 9:10

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Sandra M. Comparri  
Recording Secretary