

JAMESBURG BOARD OF FIRE COMMISSIONERS

Fire District No. 1

Minutes

July 18, 2019

CALL TO ORDER: This meeting was called to order by Attorney Youssouf. The meeting is being held pursuant to The Open Public Meetings Act of 1974 and provisions of that Act have been met.

Meeting commenced at, 7:05 PM

ROLL CALL:

Lynette Emens - Absent
Stephanie Rampacek - Absent
William Stonaker
Dina Walker
Brian Wright
Attorney Youssouf

MOTION TO ACCEPT MINUTES WITH CORRECTIONS:

Proposed By: Brian Wright

Seconded By: William Stonaker

All in Favor: Yes

TREASURER'S REPORT

Dina Walker, PNC Bank, FCB Bank

Checking:

Savings:

<i>Bal. Bt. Fwd:</i>	FCB 115,750 --- PNC 20,000	FCB 115,750 --- PNC 186,659.44
<i>Deposits:</i>	FCB 69.77 --- PNC 24,153.41	FCB 69.77 --- PNC 153.03
<i>Vouchers:</i>	FCB 94,769.50 ---PNC 6.83	(\$)
<i>Rec. Bal.</i>	FCB 115,819.77 --- PNC 20,000	FCB 115,819.77---PNC 162,659.06
<i>Grand Total Cash On Hand:</i> FCB 231,639.54—PNC 182,659.06		

New Account being used, should be utilizing online banking next month.

MOTION TO ACCEPT TREASURER'S REPORT:

Proposed By: Brian Wright

Seconded By: William Stonaker

All in Favor: Yes

REQUISITIONS:

Dina Walker:

Tasc Fire Equipment:

Re couple hose \$1100.00

NJ Fire Equipment:

2.5" & 3" hose, 4 lengths of each \$2020.00

Seagrave:

Preventive Maintenance Service:

J3--- \$2198.00

J10--\$2198.00

J4--- \$2198.00

FF1:

Water rescue PPE & Ice resp. pkg. \$5388.00

Albitron LLC:

Re-Sheet rocking & prime and paint kitchen \$1000.00

Sanchez Landscaping:

Sod, Mulch, Plants \$2600.00

Dina asked a question with regards to any approved and outstanding requisitions? VP Walker stated there is nothing outstanding.

MOTION TO ACCEPT REQUISITIONS:

Proposed By: Brian Wright

Seconded By: William Stonaker

All in Favor: Yes

CORRESPONDENCE: Nothing presented

ATTORNEY'S REPORT:

Joseph Youssouf:

Attorney Youssouf presented the Resolution to adopt Depositories.

Attorney Youssouf presented a Resolution with regards to Anti-Discrimination and Sexual Harassment Policy, Board members are to review the proposal and discuss it, and possibly adopt it at the next meeting when all Board members are present.

Attorney Youssouf also presented for discussion a Resolution with reference to the Boards Civil rights Policy. Board members are to review the proposal and continue discussion and possibly adopt it at the next meeting when all Board members are present.

Attorney Youssouf also discussed with more detail the OPRA regulations that effect the Board of Fire Commissioners.

PRESIDENT'S REPORT:

VP John Walker:

There was a leak discovered in the kitchen ceiling coming from one of the drain pipes for the AC unit on the roof. Insurance contractor cleaned up the area and the pipe has been fixed.

Insurance contractor and Insurance adjuster agreed to replace the wall and the ceiling effected by the leak. Contractor will replace sheetrock, spackle, prime, paint all areas affected. Contractor has asked for \$1000.00 upfront just in case there are any unseen issues. He stated to the VP that he doesn't expect any but just in case. Contractor will begin next week with repairs.

Kitchen cabinets are in engine bay.

Concrete work out front completed.

Keys were distributed to Board members for entry to Fire House.

Itemized expenditure list for time period of 2018 was presented to the Board.

Company picnic is set for August 17th, 2019 at 2pm in Thompsons Park in the grove next to PD headquarters, it will be catered by Jersey Shore BBQ from East Brunswick NJ.

FIRE CHIEF'S REPORT:

Chris Rampacek:

(See attached call sheet)

FF1 requisition is state contract bid.

J9 is ready at Winner Ford, it now will be scheduled to have lettering and lighting installed.

Chief presented a question to the Board, What does the board want to do with the old J9?? No definite answer given.

Tanker is almost completed, the part that Seagrave has been waiting for has arrived, and hopefully by the end of July the tanker should be completed.

Chief began discussion with regards to J10 getting old and reaching the end of NFPA regulations, possibly we should begin discussing replacing the truck in 2021.

Dina asked about re-evaluating the Borough's needs, some discussion pursued. Will continue discussion in coming months.

NEW BUSINESS:

Notes from Stephanie,

QuickBooks on line would cost approx. \$20-\$30 a month, it consists of back-up on internet instead of computer.

The program we are using now is outdated and not supported by QuickBooks anymore.

Software is \$300 a year, and updates.

OLD BUSINESS:

Dina:

Stephanie assisted Iron Mountain when they came to take the Board records to be disposed of.

Iron Mountain took 16 boxes to dispose of.

Cassette tapes need to be disposed, we can take care of them in house.

Sent to Valic the names that need to be removed, will discuss where the funds being returned will go in the future.

PUBLIC COMMENT:

MOTION TO OPEN PUBLIC COMMENT:

Proposed By: William Stonaker

Seconded By: Brian Wright

All in Favor: Yes

Seeing no public:

MOTION TO CLOSE TO THE PUBLIC:

Proposed By: William Stonaker

Seconded By: Brian Wright

All in Favor: Yes

MOTION TO ADJOURN MEETING:

Proposed By: William Stonaker

Seconded By: Brian Wright

All in Favor: Yes

Meeting Adjourned at 7:47PM

Brian Wright

Clerk for the Board of Fire Commissioners