

**JAMESBURG BOARD OF FIRE COMMISSIONERS**

**Fire District No. 1**

**Minutes**

**May 16, 2019**

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**CALL TO ORDER:** This meeting was called to order by Dina Walker. 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 7:12 PM

**ROLL CALL:**

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

**MOTION TO ACCEPT MINUTES WITH CORRECTIONS:**

Proposed By: S. Rampacek

Seconded By: B. Wright

All in Favor: Yes

(spelling of Valic to be corrected)

**TREASURER'S REPORT**

Stephanie Rampacek, PNC Bank

	<b>Checking:</b>	<b>Savings:</b>
<i>Bal. Bt. Fwd:</i>	16,092.94	280,423.43
<i>Deposits:</i>	80,516.66	237.59
<i>Vouchers:</i>	(76,609.60)	(\$ )
<i>Rec. Bal.</i>	20,000	200,144.36
<i>Grand Total Cash On Hand:</i>		220,144.36

**MOTION TO ACCEPT TREASURER'S REPORT:**

Proposed By: W. Stonaker

Seconded By: L. Emens

All in Favor: Yes

**REQUISITIONS:**

Stephanie Rampacek:

**Better Living:**

*Microwave- \$531.00*

**Northeastern Lumber:**

*Kitchen Cabinets- \$4840.00*

*Counter for Kitchen- \$1000.00*

**SKD Tryons:**

*Emergency Lighting & Lettering for new J9- \$9773.00*

**Pal Automotive:**

*Cleaning Supplies- \$384.64*

**1-844-Car Keyz:**

*Door Locks for Firehouse- \$3288.00*

*(50% deposit required)*

**Skylands Area Fire Equipment & Training LLC:**

*Helmets X3- \$992.85*

*Gloves X6 pr- \$690.00*

*(state contract items)*

**MOTION TO ACCEPT REQUISITIONS:**

Proposed By: W. Stonaker

Seconded By: L. Emens

All in Favor: Yes

**CORRESPONDENCE:**

Receipt of Audit and Losap Reports

**ATTORNEY'S REPORT:**

Joseph Youssef:

A resolution was created to approve the Audit Report ending 12/31/2018,

A motion to accept the 2018 Audit report was proposed by, S. Rampacek, and 2<sup>nd</sup> by L. Emens, roll call vote unanimous.

Attorney Youssef will forward a copy of the approved resolution to the newspapers.

An affidavit was signed by all commissioners and 2 copies shall be forwarded to Gerard Stankiewicz, CPA of the firm: Samuel Klein and Company.

A discussion and explanation with regards to the Compassionate Use Act was presented by Attorney Youssef.

There was a question presented to Attorney Youssef from Vice President Walker asking about members not qualifying to be a certified Firefighter for religious purposes, discussion continued.

**PRESIDENT’S REPORT:**

Jonathon Rampacek:

Carpet is waiting to be installed, contractor delays.

Beginning to work in meeting room.

Kitchen being worked on, some things have been moved around and cabinets and counter will be installed soon.

Moving forward with changing the locks in the firehouse.

**FIRE CHIEF’S REPORT:**

Chris Rampacek:

*(See attached call sheet)*

Attended the International Chiefs Association Conference, held in Hightstown as a 3 day seminar.

Tanker due to be returned from Seagrave next week.

New Utility truck (J9) should be ready by June 10<sup>th</sup>, needs to be paid for before it can be taken to vendor to have emergency lighting installed and to have it lettered.

**NEW BUSINESS:**

Dina Walker:

Questioned about the generator contract.

President responded and agreed to contact Warshauer for service contract.

A Purchasing Policy was created in 2007, a new updated Purchasing Policy was presented and discussed, and a proposal was made by W. Stonaker and 2<sup>nd</sup> by S. Rampacek to adopt the new version of the Purchasing Policy, All in favor: Yes

A proposal was made by W. Stonaker, 2<sup>nd</sup> by L. Emens, to authorize a payment for the new J9 between meetings in the amount of \$52,889.00 to Winner Ford, (so new utility truck can be picked up and delivered to vendor for lighting and lettering,) roll call vote, all in favor: Yes

**OLD BUSINESS:**

Stephanie Rampacek:

Stephanie has been in contact with the proper agencies within the state to get permission to destroy old files, hopefully she will have more information at the June meeting. (35 boxes to be destroyed).

Dina Walker:

Losap, members that were enrolled in our losap program but were not vested had until this meeting to come forward with their intentions and if they didn’t come forward than the board will move forward to “claw back the monies.”

AT&T, the board has not received a new bill from then yet, Dina has called 3x and will keep trying.

Banking, recommend First Constitution bank for our banking needs. A resolution by title was made to approve First Constitution as our bank. Proposed by: W. Stonaker, 2<sup>nd</sup> by S. Rampacek, roll call vote, all in favor.

Brian Wright:

No need to proceed with attempting to create a commercial account for purchasing, hence the new Purchasing Policy will assist with the ability to purchase needed items between meetings.

**PUBLIC COMMENT:**

**MOTION TO OPEN PUBLIC COMMENT:**

Proposed By: W. Stonaker

Seconded By: L. Emens

All in Favor: Yes

No one from public wishes to be heard

**MOTION TO CLOSE TO THE PUBLIC:**

Proposed By: W. Stonaker

Seconded By: L. Emens

All in Favor: Yes

**MOTION TO ADJOURN MEETING:**

Proposed By: L. Emens

Seconded By: S. Rampacek

All in Favor: Yes

Meeting adjourned at 8:15pm

Brian Wright  
Clerk for the Board of Fire Commissioners