

**WESTVILLE FIRE DISTRICT #1
BOARD OF FIRE COMMISSIONERS
23 WEST OLIVE STREET**

**MEETING MINUTES
March 22, 2022**

Meeting was called to order at 7:00 P.M. by Vice Chairman Morina. Notice of this scheduled meeting has been duly advertised in accordance with the provisions of the "Open Public Meetings Act" has been advertised in the South Jersey Times. All rise for salute to the flag.

ROLL CALL:

After the customary salute to the flag, Office Clerk Karen Kelley called the roll with Vice Chairman Morina, Commissioner Bobiak, Commission DiCicco, and Commissioner Rich. Administrator Murtaugh, Fire Chief Farley, and Fire Official O'Donnell were also present. It is noted that all Captains Baker and Krier were in attendance to the meeting. It is noted that Chairman Marsden and Financial Officer Sims were absent.

THE BOARD/FIREFIGHTER APPEALS:

At this time Chief Farley stated he has nothing to report.

COMMUNICATIONS:

Nothing to report

APPROVAL OF MEETING MINUTES:

Commissioner Bobiak made a motion to approve the Regular meeting minutes held January 25, 2022. Reorganization Meeting held March 1, 2022 and The Regular Meeting minutes from March 1, 2022. Motion was seconded by Commissioner DiCicco and approved by a unanimous voice vote.

ADMINISTRATION REPORT:

Administrator Murtaugh reported that the LOSAP report has been completed and is under review with Lincoln Financial. Administrator Murtaugh announced that there will be approximately ten-thousand dollars being returned to the District due to non-vested members not being eligible to their funds.

Administrator Murtaugh stated that computer operations are ongoing, the Pro-Phoenix system will be installed in the fire house computer and training with this program is ongoing. Next, Administrator Murtaugh reported that he has not heard anything back from the State of New Jersey regarding any grant approvals; he will be reapplying within the next few weeks.

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Lastly, Administrator Murtaugh reported that Financial Officer Sims, Chairman Marsden, and himself held an introductory meeting with the new Fire District Solicitor.

FIRE CHIEF:

Mechanical Issues/Preventative Maintenance

Chief Farley reported ninety-nine assignments for the month of March with a year to date of two-hundred sixty-five. Six drills were completed. Mandatory training and physicals are complete and a work packet for the members is due back by April 2, 2022. Chief Farley reported that it has been a very busy month with training exercises. May day training complete, RIT operations training at Gloucester Fire Academy has also been completed. Live burn training is set up for April and May. Chief Farley then reported that all equipment ordered in 2021 has been received. Repair work was done to the ladder truck warning lights. Chief Farley stated that there are no volunteer or staffing issues at this time.

FIRE OFFICIAL REPORT:

Fire Official O'Donnell reported that he has started billing for 2022 Fire Safety fees/inspections are ongoing.

OFFICE CLERK:

Nothing to report.

FINANCE:

Nothing to report.

LIASON TO THE FIRE CHIEF:

Nothing to report.

TRAINING & SAFETY:

Nothing to report.

JIF COMMITTEE:

Chief Farley announced to the board that the yearly JIF safety meeting will be held next week, all Commissioners are welcome to attend.

PERSONNEL:

Nothing to report.

PROPERTY & EQUIPMENT:

Nothing to report.

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POLICY:

Nothing to report.

COMMENTS FROM THE PUBLIC:

A motion to open the meeting up to the public was made by Commissioner DiCicco. Motion was seconded by Commissioner Rich and approved by a unanimous voice vote.

As no one from the public was in attendance, Commissioner Rich made a motion to close the meeting to the public. Motion was seconded by Commissioner Bobiak and approved by a unanimous voice vote.

PRESENTATION AND PAYMENT OF BILLS:

A motion to pay the bills was suggested by Commissioner Bobiak the motion was seconded by Commissioner Rich and approved by a roll call vote.

OLD BUSINESS:

Nothing to report.

NEW BUSINESS:

Firefighter Ryan Leahy reported that he has been steadily handling issues with code enforcement and violations throughout the Borough. Ryan had included his report for the months of February and March for the Commissioners to review.

ADJOURNMENT:

Without any pending matters to discuss, Commissioner Bobiak made a motion to close the meeting at 7:18P.M. The motion was seconded by Commissioner Rich and approved by a unanimous voice vote.

*Respectfully Submitted,
Vincent DiCicco
Secretary, Board of Fire Commissioners*



WESTVILLE FIRE DISTRICT NO. 1
GLOUCESTER COUNTY, NEW JERSEY

23 WEST OLIVE STREET
WESTVILLE, NEW JERSEY 08093
STATION: (856) 456-9432
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EMAIL: WDFDM@WESTVILLEFD.COM

Activities for the Month of February 2021
FIRE REPORT

Month: 99	YTD:265	Drills Month:6
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Appeals: None

Office of the Fire Chief

1. Maintenance / Mechanical:
 - a. No Report
2. Training:
 - a. Mandatory Training –March 12 and 19 Complete
 - i. Packets due back April 2, 2022
 - b. Managing the May Day February 23rd Complete
 - c. March 4,6, &10 RIT Operations @ GCFA Complete
 - d. Live Burns Dates are set for April and May.
3. Equipment from the 2021 Line all in
 - a. 1000’ 4” Supply Hose for Engine 733
4. Report of Working House Fire West Deptford January 13, 2022.
 - a. Started warning light replacement
5. Staff:
 - a. Career Staff: - All Good
 - b. Volunteer: None
6. Captains:
 - a. Reports – Attached
7. Meetings: Town watch February 23rd.
8. Community Service:
 - a. No Report

Westville Fire District #1
Monthly Bills - First Colonial National Bank
March 22, 2022

Date	Num	Name	Memo	Amount
NEW 1st Colonial National Bank				
03/08/2022	Direct...	PERS	1st Qtr Feb 2022 Ref#06670404	-823.28
03/16/2022	Direct...	Prime Point Payroll Deduction	Inv#507146 PO#22-005	-205.75
03/16/2022	7645	Active 911	Inv#395846 Alert Subscription	-520.63
03/16/2022	7646	Great America Leasing Corp.	Inv#31109428 PO#22-007	-195.02
03/22/2022	7647	All Geared Up	Inv#6127 PO#22-023	-30.00
03/22/2022	7648	Auto Zone	Inv#3394 PO#22-024	-106.61
03/22/2022	7649	Carr's Hardware	Inv B71848,2025,2046	-92.00
03/22/2022	7650	Comcast Cable	Acct Ending in 3237 PO#22-016	-415.78
03/22/2022	7651	Conway Shield	Inv#0487742 PO#22-022	-431.38
03/22/2022	7652	Deptford Fire Department	Canteen 9 Incident Reimbursement	-172.00
03/22/2022	7653	Lowe's	Acct Ending in 6168 PO#22-025	-1,379.67
03/22/2022	7654	MES	Inv#1686631 PO#22-009	-192.00
03/22/2022	7655	PSE & G	Acct Ending in 7208 PO#22-013	-161.00
03/22/2022	7656	Staples	Inv#3018221661 PO#22-015	-31.94
Total NEW 1st Colonial National Bank				-4,757.06
TOTAL				-4,757.06