

**WESTVILLE FIRE DISTRICT #1
BOARD OF FIRE COMMISSIONERS
23 WEST OLIVE STREET
MEETING MINUTES
July 22, 2025**

Meeting was called to order at 6:30 p.m. by Chairman Marsden. Chairman Marsden read the public notice of this scheduled meeting being duly advertised in accordance with the provisions of the "Open Public Meetings Act" has been advertised in the South Jersey Times. Chairman Marsden then called for all to rise for the salute to the flag.

ROLL CALL: Office Clerk Danze called the roll with all Fire Commissioners present except for Commissioner DiCicco. Administrator Murtaugh, Financial Officer Sims, Fire Chief Farley, Fire Official O'Donnell Captain Sanderson, Captain Krier, and Firefighter Hubbs also attended the meeting. It has been noted that Deputy Fire Chief Cope and Captain Leahy were absent from the meeting.

COMMUNICATIONS: nothing reported:

APPROVAL OF MEETING MINUTES: Commissioner Rich made a motion which was seconded by Commissioner Morina to approve the regular minutes from June 24, 2025, and approved by a unanimous voice vote.

ADMINISTRATORS REPORT: Administrative Murtaugh reported:

- Green Technology are doing a great job with the recent updates.
- The Administrator is working with our Legislatures in hopes of having new apparatus financial leasing laws changed from ten-year terms to twenty-year terms.
- Safer Grant has changed how they are paid out; they now pay out 1/3, 1/3, 1/3 for the three years.
- Grants are becoming harder to obtain.
- Congressmen Norcross has a Discretionary Aid program that we applied for
- August 10th – Firehouse picnic at Lake Garrison, Elk Twp. starting at 10am.
- The Borough is researching to revamping their Code Enforcement Program, which may affect our Shared Service Program with them.

FIRE CHIEF FARLEY reported:

The Chief submitted his monthly report for June 2025 to the Board and discussed it in detail. A few highlights from the report are:

1. 129 assignments for June with 750 assignments for the year. The department also conducted three drills for the month.
2. Ladder 736 and Fire Boat 7 are both getting repaired.
3. Keeping up to date with training with three members taking Swift Water Tech class and two members taking outside Pump class.
4. Four new volunteer members joined this month
5. Next Truck Committee meeting is scheduled for July 28, 2025.

FIRE OFFICIAL O'Donnell reported:

- 4th Quarter State check has been received

OFFICE CLERK Danze: nothing reported.

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FINANCE: nothing reported.

LIASON TO THE FIRE CHIEF: nothing reported.

TRAINING & SAFETY: nothing reported.

JIF COMMITTEE: nothing reported.

PERSONNEL: nothing reported.

PROPERTY & EQUIPMENT: nothing reported.

POLICY: nothing reported.

COMMENTS FROM THE PUBLIC: A motion to open the meeting to the public was made by Commissioner Rich which was seconded by Commissioner Morina and approved by a unanimous voice vote.

Captain Mike Krier stated that Fire Boat 7 is out for repairs again, because we don't utilize the boat enough, creating issues with the pump and blowing out the seals. He feels that the boat needs to be in the water or a climate-controlled space. Captain Krier would like to know at what point do we do something or do we just get rid of the boat. Chairman Marsden tabled this discussion, until we can investigate different options.

A motion to close the meeting to the public was made by Commissioner Bobiak, which was seconded by Commissioner Morina and approved by a unanimous voice vote.

PRESENTATION AND PAYMENT OF BILLS: After the list of bills were reviewed by the Board a motion to pay the bills was made by Commissioner Morina which was seconded by Commissioner Bobiak and approved by a unanimous roll call vote.

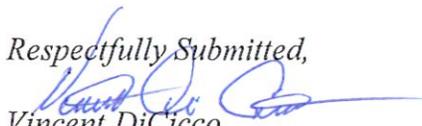
OLD BUSINESS:

- Chairman Marsden reminded everyone that the next regular meeting is scheduled for August 26th, @ 6:30pm.
- Financial Officer Sims reported that he is still working on getting a meeting with the State Legislatures, regarding the division of fire safety mutual aid plan prosecutions.

NEW BUSINESS: nothing reported:

ADJOURNMENT: Without any further matters to discuss at tonight's meeting, Commissioner Bobiak made a motion which was seconded by Commissioner Morina to adjourn the meeting at 6:54 p.m.

Respectfully Submitted,


Vincent DiCicco

Secretary, Board of Fire Commissioners

kcd



WESTVILLE FIRE DISTRICT NO. 1
GLOUCESTER COUNTY, NEW JERSEY

23 WEST OLIVE STREET
WESTVILLE, NEW JERSEY 08093
STATION: (856) 456-9432
FAX: (856) 456-8870
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Activities for the Month of June 2025
FIRE REPORT

Month: 129	YTD:750	Drills Month:3
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Office of the Fire Chief

1. Maintenance / Mechanical:
 - a. Ladder 736 – Issues with Jacks out of alignment (Bushings) awaiting repair From Fireline approximate time set for week of August 18th.
 - b. Fire Boat 7 is out for pump repair and maintenance at Pirate Marine.
 2. Training:
 - i. Swift Water Tech class - 3 members in class in Salem County.
 - ii. 2 Member took outside Pump class at GCFA.
 3. Equipment-
 - a. Placed an order for Four Life jackets and helmets for Swift Water.
 4. Staff:
 - a. Career Staff- All Good
 - b. Volunteer – 4 new Members join this month
 5. Other Details:

Westville Fireworks June 28th All went well
July 4th Parade Borough of Wenonah.
 6. Truck Committee:

Meeting scheduled for Monday July 28 to review updates spec.
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Westville Fire District #1
Monthly Bills - First Colonial National Bank
 July 22, 2025

Date	Num	Name	Memo	Amount
NEW 1st Colonial National Bank				
06/26/2025	Direct Pay	walmart checks	Order # 75834558 PO#25-114	-85.64
06/26/2025	8398	Borough of Westville	Water & Sewer 7/1/25-9/30/25	-262.57
07/01/2025	Direct Pay	PERS	2nd Qt - Ref # 06302025	-1,008.80
07/01/2025	Direct Pay	PERS	2nd Qt PERS & Conr - Ref #18211412	-830.00
07/01/2025	8399	Visa	Acct #1497 - PO 25-119	-0.99
07/03/2025	Direct Pay	PERS	2nd Qt Employer Pension & Insurance - Ref #...	-1,008.80
07/17/2025	Direct Pay	Primepoint	July 2025 Payroll services - Inv #673089	-173.25
07/17/2025	8400	AT&T Mobility	Inv#7931X07132025 - PO #25-094	-375.75
07/17/2025	8401	Borough of Westville	Fuel for June 2025	-375.64
07/17/2025	8402	Great America Leasing Corp.	Monthly Copier lease - Invoice #3960731	-195.52
07/17/2025	8403	PSE & G	Billing for June - Acct #6742927208	-50.23
07/22/2025	8404	Action Uniform co.	Inv #79317	-69.00
07/22/2025	8405	Airgas USA, LLC	Monthly Cylinder Rental - Invoice #5517205810	-34.04
07/22/2025	8406	Airpower International	Inv #041643	-2,145.00
07/22/2025	8407	All Geared Up	Inv#16081 PO#25-120	-650.00
07/22/2025	8408	Choice Clean Gear LLC	Inv# 6441 PO#25-124	-767.18
07/22/2025	8409	Green Technology Services	Web Servies for 3rd quarter - 6/30/25 Invoice ...	-8,216.62
07/22/2025	8410	ODP Business Solutions	Office Supplies - Inv #42616928001	-45.98
07/22/2025	8411	Rothwell Document Solutions	Copier 6/28/25-9/27/25 - Inv. #241572	-299.38
07/22/2025	8412	Santander Leasing LLC.	Inv#16273355 PO#25-118	-65,760.62
07/22/2025	8413	Westville Fire Department	July Rent - Reimbursement for Alarm & Elec	-1,930.00
07/22/2025	8414	Comcast Cable	Acct# 8499 05 109 0043237- Service 7/12 to 8...	-382.16
07/22/2025	8415	Holt McNally & Associates	Bil for Audit for year ended 12/31/24 - Inv #46...	-1,000.00
07/22/2025	8416	ODP Business Solutions	Office Supplies - Inv #40364654001	-24.99
07/22/2025	8417	Rothwell Document Solutions	Copier 6/28/25-9/27/25 - Inv. #241572	-9.10
Total NEW 1st Colonial National Bank				-85,701.26
TOTAL				-85,701.26

Westville Fire District #1
Budget Balance Sheet - 2025
January 2025 through December 2025

Accrual Basis

	Jan - Dec 25	Budget
Ordinary Income/Expense		
Income		
American Rescue Grant	75,000.00	75,000.00
Borough Insurance Dividend	0.00	4,000.00
Borough Senior Housing Payment	0.00	500.00
District Taxes	384,658.10	671,026.62
Emp Health Ins Reimbursement	2,250.00	3,900.00
HLS-SAFER Grant	14,712.50	22,867.00
Interest	3,621.68	2,000.00
Misc Item of Revenue	5,000.00	0.00
New Jersey Turnpike Authority	800.00	1,700.00
Supplemental Fire	0.00	1,764.00
UFSA - Penalties & Fines	75.00	200.00
UFSA - Registration Fees	15,874.82	20,000.00
Westville Shared Service	0.00	20,000.00
Total Income	501,992.10	822,957.62
Gross Profit	501,992.10	822,957.62
Expense		
007 Copier Lease	2,321.82	3,600.00
008 Hospitalization	0.00	70,000.00
010 Insurance	12,352.00	45,000.00
011 Office Supplies/Fire Dist	1,298.14	3,000.00
012 Auditor Services	14,500.00	16,000.00
014 Legal Service	252.20	2,000.00
016 Computer Equip & Cyber Sec	399.08	19,000.00
017 Advertising	183.33	1,000.00
018 Memberships/Dues	300.00	1,000.00
019 Professional Services/Doc	6,145.00	7,200.00
020 Fire Department Rental	7,000.00	36,000.00
021 Computer IT - Help Desk	24,096.84	16,000.00
023 Supplies & Maint	18,148.31	30,000.00
024 Training & Education	1,072.72	4,000.00
025 Utilities	13,488.66	25,000.00
026 Supplies/Fire Service Grant	1,431.36	2,374.00
027 Chiefs Fund	1,338.68	20,000.00
029 FM Sup/Equip/Postage/Misc	185.89	750.00
030 FM Uniforms	719.00	2,500.00
032 EMS Sup/Equip/Misc	222.87	1,000.00
034 Ladder truck Lease Payment	65,760.62	65,761.00
035 LOSAP Award	19,461.00	23,000.00
037 HLS Safer Grant	14,712.50	22,867.00
039 Fuel	3,162.96	9,000.00
040 Misc Expenses	5,000.00	0.00
059 Social Security	10,700.74	13,000.00
060 State Unemployment	964.41	13,000.00
061 Employer Pension Contrib	12,688.00	12,688.00
062 Child Support	0.00	12.00
063 Prime Point Payroll Expense	1,588.75	3,500.00
065 Employee Pension Contrib	3,156.18	0.00
071 Petty Cash	200.00	200.00
Payroll Expenses		
FIRE FIGHTER / CEFM	31,041.50	48,500.00
Firefighter/EMT	76,195.53	135,500.00
Part Time FF/EMT	12,945.95	46,035.00
Part Time Position	2,288.00	0.00
Salary - Administrator	2,075.94	3,500.00
Salary - CFO	2,019.30	3,500.00
Salary - Fire Inspector	192.30	2,500.00
Salary - Fire Official	1,384.56	3,000.00
Salary - Office Clerk	7,699.30	13,200.00
Salary -Retro	1,726.50	0.00
Westville CEFM	0.00	4,000.00
Westville CEFM	2,307.60	0.00

Westville Fire District #1
Budget Balance Sheet - 2025
January 2025 through December 2025

Accrual Basis

	<u>Jan - Dec 25</u>	<u>Budget</u>
Total Payroll Expenses	<u>139,876.48</u>	<u>259,735.00</u>
Total Expense	<u>382,727.54</u>	<u>728,187.00</u>
Net Ordinary Income	<u>119,264.56</u>	<u>94,770.62</u>
Net Income	<u><u>119,264.56</u></u>	<u><u>94,770.62</u></u>