

Mantua Township Fire District #1
Board of Fire Commissioners
Minutes of Work Session Meeting
December 3, 2020

Vice Chairman L. Campbell called the meeting to order pursuant to the Open Public Meetings Act.

Commissioners and Attendees Saluted the Flag

Roll Call:

In attendance were: Chairman K. Howarth, Commissioner J. Hauss, Commissioner N. Vacarino, Commissioner C. Jones, Commissioner L. Campbell, and Chief /Administrator and Recording Secretary B. Hauss

Consideration of Minutes from Previous Work Session:

A Motion was made by Commissioner L. Campbell to approve the Minutes from the previous Work Session Meeting. Second by Commissioner J. Hauss, motion passed unanimously.

Oath of Office:

Councilman Shawn Layton of Mantua Township Committee swore in Commissioners L. Campbell and Commissioner N. Vacarino. Both commissioners signed the Oath of Office.

Resolutions, Bids:

Commissioner C. Jones then read Resolution 2020-41 Transferring Appropriations in the 2020 Budget. A motion was made by Commissioner L. Campbell to accept the resolution as read. Second by Commissioner J. Hauss, motion passed unanimously.

Commissioner C. Jones then read Resolution 2020-42 Authorizing Appointment of Accountant, Resolution 2020-43 Authorizing Appointment of Auditor, Resolution 2020-44 Authorizing Appointment of Attorney, Resolution 2020-45 Adoption of Cash Management Plan, Resolution 2020-46 2021 Meeting Dates, Resolution 2020-47 Designation of Official Newspapers, Resolution 2020-48 Authorizing Approval of Payment of Claims, Resolution 2020-49 Designating Surety Bonding for Commissioners, Resolution 2020-50 Authorizing Compensation for Commissioners and Resolution 2020-51 Authorizing Position of District Chief/Board Administrator. A motion was made by Commissioner L. Campbell to accept all the resolutions as read. Second by Commissioner J. Hauss, motion passed unanimously.

Commissioner C. Jones then read Resolution 2020-52 Adoption of the 2021 Budget. A motion was made by Commissioner L. Campbell to accept the resolution as read, second by Commissioner J. Hauss. Chairman K. Howarth called for a roll call vote. Motion passed on roll call, five (5) yes.

Treasurer's Report:

Commissioner J. Hauss presented the Treasurer's Report.

Chief B. Hauss stated that there were 52 purchase orders totaling \$174,453.83 and the purchases over \$1,000.00 were for \$5,500.00 to Helm for Mechanic Subscription, \$10,000.00 to Mantua MUA for Shared Services, \$1,160.01 to Atlantic City Electric, \$1,424.82 to Goodyear for Tires, \$2,000.00 to each commissioner for 2020 Stipends, \$25,800.00, \$10,440.30, \$40,572.95 and \$35,165.28 to Mantua Township for Workman's Compensation Insurance, Pension Payments, as well as, 3rd quarter and 4th quarter healthcare. Payments to Payroll for \$12,910.36 and \$12,668.42 on November 24th and December 1st respectively.

A Motion was made by Commissioner L. Campbell to accept the Treasurer's Report and pay the bills (\$174,453.83). Second by Commissioner C. Jones, motion passed unanimously.

Solicitors Report:

Nothing to report

New Business:

Chairman K. Howarth asked Chief Hauss to get a quote on tiling the hallway between the Kitchen and the Meeting Room.

Old Business:

Chairman K. Howarth asked about the status of the Maintenance Facility. Chief B. Hauss stated that the project is out to bid and that a couple companies have Bid Packets. Chief B. Hauss confirmed that the color of the building will be the bottom color of the Union Avenue Firehouse. Commissioner J. Hauss asked if it was able to save time and money and the company was able to find a matching color of the building that was in stock if we would agree. All commissioners agreed.

Commissioner C. Jones then mentioned that he had sent flowers to Firefighter Mercer on the birth of his child.

Vice Chairman L. Campbell asked about the status of the taxes at 721 Main Street. Chief B. Hauss stated that we have an assessed value, but nothing formal from the town or the county.

Open to Public:

Commissioner L. Campbell motioned to open the Meeting to the Public. Second by Commissioner J. Hauss, motion passed unanimously.

Chief B. Hauss spoke about the 2020 Christmas Party and that the event was cancelled due to the COVID-19 outbreak. It would not be in the best interest of the Fire District to host a large gathering event.

Commissioners N. Vacarino and L. Campbell thanked everyone in attendance and Councilman S. Layton for swearing in the commissioners.

There being no comments from the public a motion by Commissioner L. Campbell to close the Public Portion of the Meeting. Second by Commissioner C. Jones, motion passed unanimously.

Motion to Adjourn:

Commissioner L. Campbell made a motion to adjourn, second by Commissioner N. Vacarino, motion passed unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Hauss", with a stylized flourish at the end.

Brian Hauss, District Chief/Administrator