March 9, 2025

The regular meeting of the District #1 Board of Fire Commissioners was opened at 19:00 hours by Chairman Mathis. A salute to the flag and a moment of silence were observed.

Roll Call

Commissioner Hollingsworth (P), Letts (P), Bramhall (P) Mathis (P) and Bird (P).
Commissioner Vitulli was absent.

Minutes

The minutes from the previous meeting were read by all. Motion by Commissioner Bird second by Commissioner Bramhall to accept the minutes. All in favor.

Treasurer's Report

Commissioner Hollingsworth read off the accounts. The Checking account opening balance was $464,435.09 and the closing balance was $434,871.65. The General fund opening balance was $26,183.35 and closing balance was $26,228.14. The Capital appropriations account opening balance was $162,909.56 and closing balance was $162,188.25. Motion to accept the report by Commissioner Bramhall second by Commissioner Bird. All in favor.

Old Business

-Commissioner Hollingsworth said she needs to get access to the DCA to get the certification for the budget. She said she will contact them.

New Business

The Oath of Allegiance was taken by Commissioner Jenna Letts was sworn in.

Reorganization of Officers
John Mathis Chairman
Thomas Bramhall Vice Chairman
Jenna Letts Commissioner at Large
Joe Bird Treasurer
Jennie Hollingsworth Secretary

-Commissioner Hollingsworth said the budget passed. The results were No-42 Yes-124.

-Commissioner Mathis said that Mario Vitulli was not reelected and needs to be removed from all bank accounts and Jenna Letts needs to be added.

-Commissioner Bramhall said that a letter was received from NJM that the coverage has continued without lapse. He said he was going to check on the deductibles for auto and the building.
-Commissioner Bird said that he knows a CPA that does training for Quickbooks. Motion by Commissioner Bird second by Commissioner Bramhall to get the training not to exceed $1,500.00. All in favor.
-Commissioner Bird said that Cheryl gave verbal notification of resignation and that she would not like to continue working for the board in 2026. He said he will reach out to Cheryl about getting the Quickbooks account current.

Resolution 2026-03 Designating surety of bonding for commissioners.

Motion to accept the resolution by Commissioner Bird second by Commissioner Bramhall. All in favor.

Resolution 2026-04 Authorizing and payment of claims.

Motion to accept the resolution by Commissioner Bird second by Commissioner Bramhall. All in favor.

Resolution 2026-05 Designating official newspapers for publication for the 2026-2027 year.

Motion to accept the resolution by Commissioner Bird second by Commissioner Bramhall. All in favor.

Resolution 2026-06 Authorizing the regular meeting schedule.

Motion to accept the resolution by Commissioner Bird second by Commissioner Bramhall. All in favor.

Resolution 2026-07 Adoption of the cash management plan.

Motion to accept the resolution by Commissioner Bird second by Commissioner Bramhall. All in favor.

Resolution 2026-08 Authorizing the appointment of auditor to Holman, Frenia and Allison.

Motion by Commissioner Bird second by Commissioner Bramhall. All in favor.

Resolution 2026-09 Authorizing appointment of accountant to Koerner and Koerner.

Motion to accept the resolution by Commissioner Bird second by Commissioner Bramhall. All in favor.

Resolution 2026-10 Authorizing appointment of attorney to Richard Braslow.

Motion to accept the resolution by Commissioner Bird second by Commissioner Bramhall.

Resolution 2026-11 Approval of Commissioner's compensation.

Motion to accept the resolution by Commissioner Bird second by Commissioner Bramhall. All in favor.

Resolution 2026-12 Approval of stipend program for firefighters.

Motion to accept the resolution by Commissioner Bird second by Commissioner Bramhall. All in favor.

Resolution 2026-09 Authorizing appointment of bookkeeper to Michael Prata.

Motion to accept the resolution by Commissioner Bird second by Commissioner Bramhall. All in favor.

Resolution 2026-14 Authorizing disposal of equipment.

Motion to accept the resolution by Commissioner Bird second by Commissioner Bramhall. All in favor.

New Bills

Commissioner Bird read off the bills. Please see attached sheet.

Motion to pay the bills by Commissioner Bramhall second by Commissioner Hollingsworth. All in favor.

Fire Company

-Assistant Chief Hannen said he needs a PO for Vector Solutions in the amount of $5,035.00 under training. The board approved it.
-Assistant Chief Hannen submitted one relief application to be signed.
-Assistant Chief Hannen said he needs a PO for IIA Fire Department Testing in the amount of $2,511.25 for pump testing. The board approved it.
-Assistant Chief Hannen said he needs a PO for IIA Fire Department Testing in the amount of $4,553.15 hose testing. The board approved it
-Assistant Chief Hannen asked for a PO to purchase a Sparky costume under Fire Prevention. The board approved it.
-Assistant Chief Hannen asked about the stipend checks. Commissioner Mathis said they will be given when funds become available.

-Assistant Chief Hannen said the Comcast bill is past due. Commissioner Hollingsworth said she will call them and set up the auto pay with the new account information.
-Assistant Chief Hannen requested the board purchase 2 iPad for the Chief's trucks, 1 new Samsung tablet for 7101 and 1 for 7121. The tablet isn't working in 7121. The tablet from 7101 is going to the back of 7103. There are two Microsoft surfaces that no longer need cell lines.-Commissioner Hollingsworth asked for a list to take to AT&T of what devices are good to stay and what needs to be removed and said she will take the tablet from 7121 to get looked at.
-Commissioner Mathis made a motion second by Commissioner Bramhall to get the tablets, ipads, and add the phone lines if needed not to exceed $5,000.00. All in favor.

Correspondence

None.

Public Portion

Motion to open the public portion by Commissioner Hollingsworth second by Commissioner Bramhall. All in favor.

None

Motion to close the public portion by Commissioner Hollingsworth second by Commissioner Bramhall. All in favor.

Comments

- Commissioner Mathis welcomed Commissioner Letts.

Motion to close the meeting at 20:01 hours by Commissioner Bramhall second by Commissioner Bird. All in favor.

Submitted by

Commissioner Jennie Hollingsworth Secretary