

**Buena Vista Fire District #4**

**Board of Fire Commissioners**

**1-13-15 10:00PM**

The monthly meeting of The Board of Fire Commissioners Buena Vista Township Fire District #4, Millmay was called to order by Vice-Chairman Leo Foy.

Present were: Fire Commissioners Nancy Glindmyer, Leo Foy, Eric M Hensel, and Dan Ruga. Recording Secretary Ronnie Baldiserra

The minutes from the December meeting were read and approved by all, after a motion was made by Leo and a second by Eric.

The Treasurer presented a list of all bills payable for the past month. After some discussion a motion was made by Eric, seconded by Dan to pay all bills. All in favor, a copy is attached

**Old Business**

Repair of heater ducts is completed

Louver door was delivered damaged, Leo will re-order.

A motion was made by Leo, seconded by Nancy to open meeting for the public hearing. No one was present from the public. A motion to adopt the budget without revision was made by Dan, and seconded by Eric, all approved.

Discussion on purchasing shed

**New Business**

We reviewed a list of the current vehicle schedule from D'Agostino Agency. Dan will look into changes that may need to be made, list attached.

The Fire Commission Election will be held at The Millmay Fire Hall Saturday, February 21, 2015 from 2 to 9pm. Two people will be appointed to work at the election poll.

Motion to adjourn By Leo, seconded by Eric, all in favor 9:10PM

**Ronnie Baldiserra**

Milmay Volunteer Fire Co.  
Vouchers prepared for payment on January 13, 2015:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
108.80	Verizon	December phone and internet
239.25	Atlantic City Electric	December electric
432.00	Nat Alexander	Flow test Scott air packs
280.00	Brunozzi Transfer	Container rental (Dec. and Jan.)
7.48	Leo Foy	Reimbursement - material for trophy shelves
84.00	Postmaster	Annual box rent
21.42	Press of Atlantic City	Public meeting notice
25.00	Peter Michelletti	Secretarial services ~ Buena Vista Firemen's Relief Assn.
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 1-23-14

Buena Vista Fire District #4  
Board of Fire Commissioners

2-10-15 8:10PM

The monthly meeting of The Board of Fire Commissioners of Buena Vista Township Fire District #4 Milmay was called to order by Vice-Chairman Leo Foy.

Commissioners present were: Nancy Glindmyer, Leo Foy, Dan Ruga and Eric M Hensel. Recording Secretary Ronnie Baldserra

The minutes from the January meeting were read and approved by all, after a motion from Eric and a second by Nancy.

The treasurer presented a list of all bills payable for the past month. After some discussion a motion was made by Leo, and seconded by Eric to pay all bills. All in favor, a copy is attached

**Old Business:**

The Fire Election will be held February 21<sup>st</sup>. Two workers will be paid \$100.00 each to be at the Firehouse from 2pm to 9pm.

Nancy will call Brunozzi to pick up one trailer and have the other trailer put in Dan's name. Dan owes \$350.00 for trailer rental from October through February.

**Discussion on Dance Hall rental and discounts**

Dance Hall thermostat will be installed in early spring

Shed is completed, it will be delivered as soon as permit is obtained.

Lisa Tilton from the township stated that the website is up and running.

**Motion to adjourn by Leo, seconded by Nancy 8:40PM**

Ronnie Baldserra

Milmay Volunteer Fire Co.  
 Vouchers prepared for payment on February 10, 2015:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
110.66	Verizon	January phone and internet
708.76	Berco Fleet Service	Service both fire trucks
140.00	Brunozzi Transfer	February Container rental
146.59	Leo Foy	Reimbursement - louvered door
32.00	Battelini's Garage	Diesel fuel
755.70	Woodruff Fuel	299.2 gallons fuel oil @ \$2.499
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 2-3-14

Buena Vista Fire District #4

Board of Fire Commissioners

3-10-15 8:05PM

The monthly meeting of The Board of Fire Commissioners Buena Vista Township Fire District #4, Milmay was called to order by Vice-Chairman Leo Foy.

Present were: Fire Commissioners Nancy GIndmyer, Eric M Hensel, Leo Foy, and Recording Secretary Ronnie Baldiserra.

The minutes from the February meeting were read and approved by all, after a motion by Leo and a second by Nancy.

The treasurer presented a list of all bills payable for the past month. After some discussion a motion was made by Eric, seconded by Leo to pay all bills.

Old Business

Discussion on rental discounts – Eric suggested rates for firemen and their immediate families should be a donation. Residents who live in the fire district should pay \$100.00 and all others \$300.00. This will be considered at a future meeting.

The Fire Election was held on February 21, 2015. Results of election were seven votes for Robert Rigolizzo and Leo Foy Budget was approved 7-0.

Discussion on website – Eric said he was misinformed by the township clerk when he reported last meeting our website was up and running. The township website was up and running, but the township has not updated ours. Caitlyn Yacovelli said she was willing to handle ours. Nancy suggested we give the township until fall to complete ours.

Nancy has twice requested a 2014 JIF invoice from the township finance office. It has still not been received. Eric said he will call Mayor.

New Business

Reorganization Meeting – A motion was made by Eric to continue as last year with Jim Preziosi as Auditor; Robert, Chairman; Dan, Clerk; Nancy, Treasurer; Ronnie, Recording Secretary, Bank, Susquehanna; Advertising, Daily Journal and The Press. Meeting will be the second Tuesday of each month at 8:00PM. Nancy seconded and all approved.

Motion to adjourn by Eric, seconded by Nancy, all in favor 8:35PM

Ronnie Baldiserra

Milway Volunteer Fire Co.  
 Vouchers prepared for payment on March 10, 2015:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
112.06	Verizon	February phone and internet
383.74	Atlantic City Electric	January and February electric
25.98	Richland General Store	Supplies
9.69	Press of Atlantic City	Publication of election notice
100.00	Dan Rugs	Election worker
100.00	Trey Howard	Election worker
344.34	Lee Fuy	Reimbursement - supplies cleaning - Jan.-March 2015
49.00	Postmaster	Stamps
1583.30	Milway Fire Co.	This amount will be automatically transferred on 3-3-14

Buena Vista Fire District #4  
Board of Fire Commissioners

4-14-15 8:00PM

The monthly meeting of the Board of Fire Commissioners Buena Vista Township Fire District #4, Millmay was called to order by Vice-Chairman Leo Foy.

Present were: Nancy Glindmyer, Eric M Hensel, and Leo Foy. Recording Secretary Ronnie Baldserra

The minutes from the March meeting were read and approved by all, after a motion by Leo and a second by Nancy.

The treasurer presented a list of all bills payable from the past month. After some discussion a motion was made by Eric, seconded by Leo to pay all bills. All in favor, a copy is attached.

Old Business:

Nancy has received the JIF Invoice; it will be paid this month.

Discussion on rental discounts

Dan owes \$350.00 for trailer rental from October through February

The Dance Hall thermostat should be installed by the end of May.

Generator in progress

New Business:

We received the lease renewal from the Post Office. Annual rate is \$6,900.00; it expires May 31, 2020. Renewal form attached.

Motion to adjourn by Nancy, second by Eric 8:40PM

Ronnie Baldserra

Milmay Volunteer Fire Co.

Vouchers prepared for payment on April 14, 2015 :

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
112.00	Verizon	March phone and internet
200.46	Atlantic City Electric	March electric
28.92	The Daily Journal	Publication of election notice
140.00	Brunozzi Transfer	Storage containers March
516.88	A.E. English Plumbing	Remove & replace water heater
3440.00	R.H Vassallo, Inc.	Storage shed
5659.00	Buena Vista Township	2014 JIF
1583.30	Milmay Fire Co.	

This amount will be automatical:  
transferred on 4-3-14

Buena Vista Fire District #4  
Board of Fire Commissioners

5-12-15 8:10PM

The monthly meeting of The Board of Fire Commissioners Buena Vista Township Fire District #4, Milmay was called to order by Chairman Robert Rigolizzo.

Present were: Fire Commissioners Nancy Glindmyer, Eric M Hensel, Leo Foy, and Robert Rigolizzo.

The minutes from the April meeting were read and approved by all, after a motion by Nancy and a second from Leo.

The treasurer presented a list of all bills payable for the past month. After some discussion a motion was made by Eric, seconded by Robert to pay all bills. All in favor, a copy is attached.

Old Business:

Heater room door- Dennis will install

Fire Commission website is not up-to-date, Eric will call Mayor

Discussion on hall rental policy- Robert will come up with a contract for responsible party to sign.

Air Conditioner - Ronnie will call Mike Marco to get a quote

New Business:

Robert suggested putting up a Veterans Parking Sign in Post Office parking lot, he will look into it.

Motion to adjourn by Robert, second by Eric 9:05PM

Ronnie Baldiserra

Buena Vista Fire District #4

Board of Fire Commissioners

6-9-15 8:00PM

The monthly meeting of The Board of Fire Commissioners of Buena Vista Township Fire District #4 Milmay was called to order by Chairman Robert Rigolizzo.

Commissioners present were: Nancy Glindmyer, Eric M Hensel, and Robert Rigolizzo. Fire Chief: Eric Hensel, and Recording Secretary: Ronnie Baldiserra.

The minutes from the May meeting were read and approved by all, after a motion by Eric, and a second by Nancy.

The treasurer presented a list of all bills payable for the past month. After some discussion a motion was made by Robert, seconded by Eric to pay all bills. All in favor, a copy is attached.

Old Business:

Heater room door has been installed

Discussion on air-conditioner in Meeting room, Eric made a motion for Mike Marco to purchase and install, Robert seconded and all approved.

We will look into purchasing a dehumidifier for locker room.

Discussion on contract for Dance Hall

Robert suggested repair and reseal of parking lot, we will table till next month.

Discussion on MVFC web page, Eric will talk to Caitlyn Yacovelli about the cost for us to have our own web site.

New Business:

Milmay Volunteer Fire Company will put up a poster in Post Office for new volunteers.

Dan suggested purchasing a POW-MIA Flag to go below the American Flag.

Motion to adjourn by Robert, second by Eric 9:00PM

Ronnie Baldiserra

Buena Vista Fire District # 4

Board of Fire Commissioners

7-14-15 8:00PM

The monthly meeting of the Board of Fire Commissioners of Buena Vista Township Fire District # 4 Milmay was called to order by Chairman Robert Rigolizzo.

Commissioners present were: Eric M Hensel, Leo Foy, and Robert Rigolizzo.

The minutes from the May meeting were read and approved by all after a motion by Leo, and a second by Eric.

The treasurers presented a list of all bills payable for the past month. After some discussion a motion was made by Eric, seconded by Robert to pay all bills. All in favor, a copy is attached.

Old Business:

Generator and Air-Conditioner in progress

Discussion on dehumidifier in locker room, Eric may have one.

The POW-MIA Flag has been ordered

Robert has finalized the rental agreement for dance hall it will be posted on our web-page.

We had received two quotes last year on parking lot repair. Vito's Asphalt Seal Coating for \$4,775.00, and Frank Wells Paving LLC for \$5,770.00. We did not approve bids last year because of budget restraints. A motion was made by Robert and seconded by Eric to give the work to Vito's if he can honor the price given, all approved.

Motion to adjourn by Robert, second by Leo 9:05PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.  
Vouchers prepared for payment on July 14, 2015:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
110.27	Verizon	June phone and internet
306.69	Atlantic City Electric	June electric
1425.00	Birch's Communications	3 new pagers
993.22	Fire & Safety Services	Pumper repair
13,778.00	Nat Alexander Co.	Turnout gear, ladder, carbon cylinders
902.59	ARI Wholesale Distrib.	Air conditioner for meeting room
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 7-1-14

Buena Vista Fire District #4

Board of Fire Commissioners

8-11-15 8:00 pm

The monthly meeting of The Board of Fire Commissioners Buena Vista Township Fire District #4, Milmay was called to order by Chairman Robert Rigolizzo.

Present were: Fire Commissioners Nancy Glindmyer, Eric M Hensel, and Robert Rigolizzo. Recording Secretary Ronnie Baldiserra.

The minutes from the July meeting were read and approved by all, after a motion from Eric and a second by Nancy.

The treasurer presented a list of bills payable for the past month. After some discussion a motion was made by Robert seconded by Eric to pay all bills. All in favor, A copy is attached

Old Business:

Dance Hall Thermostat and Generator in progress

Air Conditioner for meeting room is completed

Dehumidifier for locker room, we decided not to purchase. Entryway into engine room is too large for a door.

Repair and reseal parking lot in progress

POW-MIA flag has been purchased by Leo

Motion to adjourn by Robert, seconded by Eric, all in favor 8:50PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.  
 Vouchers prepared for payment on August 11, 2015:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
110.68	Verizon	July phone and internet
376.03	Atlantic City Electric	July electric
858.22	Dennis Baldissera	Installation of meeting room air conditioner
595.25	Nat Alexander Co.	5 5-gallon pails of knockown foam
120.00	Xerox Business Services	NFIRS contract renewal
64.60	Battelini's Garage	26.058 gallons diesel fuel
59.26	Leo Foy	Reimbursement for generator parts and hooks for flag
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 7-30-15
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 8-30-15

Buena Vista Fire District # 4

Board of Fire Commissioners

9-8-15 8:00PM

The monthly meeting of the Board of Fire Commissioners of Buena Vista Township Fire District # 4 Milmay was called to order by Chairman Robert Rigolizzo.

Commissioners present were: Eric M Hensel, Dan Ruga, and Robert Rigolizzo. Recording Secretary: Ronnie Baldiserra.

The minutes from the July meeting were read and approved by all after a motion by Leo, and a second by Eric.

The treasurers presented a list of all bills payable for the past month, a correction was made on supplies that Leo purchased from \$59.26 to \$222.67. After some discussion a motion was made by Eric, seconded by Robert to pay all bills. All in favor, a copy is attached.

Old Business:

Repair and reseal of parking lot is complete

Dan paid Fire Commission \$350.00 in full for trailer rental.

Web-page will be kept as is

POW-MIA Flag completed for Veteran Memorial

New Business:

The Board of Fire Commissioners reviewed the 2014 audit. Eric made a motion to approve, Dan seconded and all approved, certificate was signed by Commissioners.

Weeds behind the firehouse will be mowed by township, Leo will spray when necessary.

We received a memo on complying with The Open Public Meetings Act, which requires proper notice of a public meeting, discussion, etc. between an effective majority of The Fire Commissioners conducting public business.

Motion to adjourn by Robert, seconded by Dan, all in favor 9:05PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.  
Vouchers prepared for payment on October 13, 2015:

<u>AMOUNT</u>	<u>PAYER</u>	<u>DESCRIPTION</u>
235.74	Verizon	August and September phone and internet
339.08	Atlantic City Electric	September electric
4000.00	Preziosi-Nicholson	Audit
40.00	Birch's Communications	Battery and pager check
137.16	The Daily Journal	Audit publication
220.00	Leo Foy	Cleaning fire house - 3 <sup>rd</sup> qtr. 2015
348.19	Leo Foy	Reimbursement - bracket for ladder
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 10-30-15

Buena Vista Fire District # 4

Board of Fire Commissioners

10-13-15

The monthly meeting of the Board of Fire Commissioners of Buena Vista Township Fire District # 4 Milmay was called to order by Chairman Robert Rigolizzo.

Commissioners present were: Eric M Hensel, Leo Foy, Nancy Glindmyer, Dan Ruga and Robert Rigolizzo. Recording Secretary: Ronnie Baldiserra

The minutes from the September meeting were read and approved by all after a motion by Leo, and a second by Eric.

The treasurer presented a list of all bills payable for the past month. After some discussion a motion was made by Eric, seconded by Robert to pay all bills. All in favor, a copy is attached.

Old Business:

Thermostat for Dance Hall is in operation

New Business:

Discussion on Digital Road Sign

Leo has stated in a letter to The Fire Commissioners he will not run for another term of office as Commissioner.

Motion to adjourn by Robert, seconded by Leo, all in favor. 8:50 PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.  
 Vouchers prepared for payment on October 13, 2015:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
235.74	Verizon	August and September phone and internet
339.08	Atlantic City Electric	September electric
4000.00	Preziosi-Nicholson	Audit
40.00	Birch's Communications	Battery and pager check
137.16	The Daily Journal	Audit publication
220.00	Leo Foy	Cleaning fire house - 3 <sup>rd</sup> qtr. 2015
348.19	Leo Foy	Reimbursement - bracket for ladder
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 10-30-15

Buena Vista Fire District # 4

Board of Fire Commissioners

11-10-15 8:00PM

The monthly meeting of the Board of Fire Commissioners of Buena Vista Township Fire District # 4 Milmay was called to order by Chairman Robert Rigolizzo.

Commissioners present were: Eric M Hensel, Nancy Glindmyer, and Robert Rigolizzo. Recording Secretary: Ronnie Baldiserra

The minutes from the October meeting were read and approved by all after a motion by Eric, and a second by Robert.

The treasurer presented a list of all bills payable for the past month. After some discussion a motion was made by Eric, seconded by Robert to pay all bills. All in favor, a copy is attached.

Old Business:

Dan will get prices for a Digital Road Sign

Leo is working on the generator

New Business:

We are making a line item adjustment to the 2015 Budget moving \$4,700.00 from equipment to maintenance. Eric made a motion to approve, Robert seconded. All in favor

We reviewed the proposed budget for 2016. Nancy will send figures to Jim Preziosi for preparation of the budget.

Robert made a motion to adjourn, Nancy seconded. All approved 9:15PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.  
 Vouchers prepared for payment on November 10, 2015:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
115.27	Verizon	October phone and internet
364.44	Atlantic City Electric	October electric
335.00	Atlantic County Fire- fighters' Assn.	Training
84.15	Atlantic City Press	Audit publication
6.40	Leo Foy	Reimbursement - generator parts
1000.00	Mid-Atlantic Bus. Serv.	2015 Treasurer (Nancy Glindmyer)
500.00	Veronica Baldserra	2015 Recording Secretary
5000.00	Milmay Vol. Fire Co.	2015 Incentive Program
3500.00	Dorothy Vol. Fire/Rescue	2015 Allocation
1000.00	Buena Vista Twp. EMS	2015 Allocation
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 11-30-15

Buena Vista Fire District # 4  
Board of Fire Commissioners

12-8-15 8:00PM

The monthly meeting of the Board of Fire Commissioners of Buena Vista Township Fire District # 4 Milmay was called to order by Chairman Robert Rigolizzo.

Commissioners present were: Eric M. Hensel, Nancy Glindmyer, and Robert Rigolizzo. Recording Secretary, Ronnie Baldiserra

The minutes from the November meeting were read and approved by all after a motion by Nancy, and a second by Eric.

The treasurer presented a list of all bills payable for the past month. After some discussion a motion was made by Eric, seconded by Robert to pay all bills. All in favor, a copy is attached.

Old Business:

Approval of 2016 Budget -2016 budget was approved by the state and was reviewed by board, motion to approve by Eric seconded by Robert for final approval. We present budget for approval to voters on election day, all approved.

New procedure for Richland General Store to email receipts and statements directly to commissioner treasurer

Country Square Dancers have agreed to make quarterly payments, and requested that the treasurer email them a reminder when payments are due.

We reviewed the procedure to appoint a new commissioner if a vacancy should exist, and follow-up election procedure from commissioner handbook.

New Business:

Robert will send a thank you card to Jeff and Howard Hammerstedt , for maintaining The Veterans Memorial and planting flowers.

Discussion on possibility of having memorial stones

Eric will have "The Notice of Public Hearing" published in the two newspapers. The meeting will be on Jan. 12<sup>th</sup>. Our meeting dates for 2016 will also be published. Meetings will be held on the second Tuesday of each month at 8:00 pm at the fire hall.

Robert made a motion to adjourn, Eric seconded all approved. 9:15PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.

Vouchers prepared for payment on December 8, 2015:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
118.06	Verizon	November phone and internet
404.58	Atlantic City Electric	November and December electric
88.00	Postmaster	12 months box rent
25.00	Peter Micheletti	2015 BV Firemen's Relief Assn. Secretary
29.15	Richland General Store	Batteries
101.00	Battelini's Garage	Diesel fuel
127.00	Hamilton Fire & Safety	Service and retag fire extinguishers
297.35	Vineland Auto Electric	Repair air pump
674.28	Woodruff Energy	Bio-fuel oil
98.09	Robert Rigolizzo	Reimbursement - ink and paper
29.69	Leo Foy	Reimbursement - thermostat installation parts and touch-up paint
220.00	Leo Foy	4 <sup>th</sup> quarter cleaning
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 12-30-15