

Buena Vista Fire District #4

Board of Fire Commissioners

1-14-14 8:05

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 Hensel. Fire Chief: Eric Hensel and Representatives from The Square and Round Dance Clubs.

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

The treasurer presented a list of all bills payable for the past month with two additions. Copy attached. After some discussion a motion was made by Dan , seconded by Eric to pay all bills. All in favor Pedroni's bill was questioned, it will not be approved for payment until Dan talks to them.

Old Business:

Firehouse Finance Status:

Expected payment amount for \$13,774.00 is moving forward. We should receive payment within the next two weeks.

Summary of available finances: There is \$20,291.45 left to stay within the \$51,000.00 from our budget.

Firehouse Repair Status:

Post Office inspection is done. Partitions need to be installed before dance hall can be inspected. We reviewed partition layout and chose colors. We Checked off completed items from punch list. Approved bathroom door signs, Reviewed items in contents list that need to be ordered and submitted to insurance company. We need to confirm that the installation of the microwave/oven combinations in the meeting room, and the dance hall was already paid to Gerry Seelman. If not, It should be included in list of items sent to insurance company. Dan will check

Other Repair items not related to Firehouse Repairs

Reimbursement for refrigerator, and status of grant from turn-out gear and boots.

New Business:

Discussion with Rainbow Square and Round Dance Representatives, We have The Certificate of Liability Insurance from both. They will add Milmay Volunteer Fire Company as additional insured.

The Fire Commission Election will be held February 15, 2014. Dan Ruga is up for re-election. The Fire Company will select two tellers, who will be paid \$100.00 each.

A motion was made by Leo to open The Public Hearing, seconded by Nancy. 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

Motion to adjourn by Leo, seconded by Nancy 9:35PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.
 Vouchers prepared for payment on January 14, 2014:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
\$ 1175.00	John Egbert	Down payment to finish 2nd floor hardwood floor Check written 12-13-13
4626.00	Gerry Seelman	Balance on 2 nd floor hardwood floor installation Checks written 12-13-13
382.24	Atlantic City Electric	December and January electric service
101.20	Verizon	January phone and internet
1224.00	Pedroni Fuel Co.	Service furnace and water heater; replace burner
1066.19	Pedroni Fuel Co.	326.5 gallons fuel oil @ \$3.2675
140.00	Brunozzi Transfer	Storage container rental
73.95	Richland General Store	Supplies
6.76	The Daily Journal	Publication of 2014 meeting dates
3525.00	John Egbert	Balance due for 2 nd floor hardwood floor
137.62	Robert Rigolizzo	Reimbursement - antivivirus program, wireless keyboard and paint
78.00	Nancy Glindmyer	Reimbursement - post office box rental
46.00	Postmaster	100 stamps
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 1-25-14
2500.00	Jerry Seelman	Storm Damage Repair
375.00	Dutra Sheet Metal	Duct Work Cleaned A/R Conditioner

Buena Vista Fire District #4

Board of Fire Commissioners

2-11-14 8:00pm

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

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

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:

Firehouse finance status

C.O. Inspection, Dan will call to see when it can be done. Partitions purchased-scheduled delivery Thursday, Feb. 13, 2014, Hall tables and chairs purchased, installation of partitions and restroom doors, Send copy of purchase and installation invoices for partitions to Ron Eldridge, we did not find them on the Service Master invoices. We reviewed items that need to be submitted to Insurance Company by Feb. 28, 2014. We confirmed the microwave/oven combinations were paid for. Dance Hall will be cleaned by the Square and Round dance clubs. Determine maximum occupancy for Hall. Reimbursement and invoices for meeting room refrigerator and TV.

Other repair items not related to Firehouse repairs

Status of grant from turn out gear and boots.

New Business:

Maintenance of new floor, Set tentative date for Hall opening March 1, and discussion on Hall rental web page.

Motion to adjourn by Leo, seconded by Nancy, all approved 9:15pm

Ronnie Baldiserra

Milmay Volunteer Fire Co.
 Vouchers prepared for payment on February 11, 2014:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
106.88	Atlantic City Electric	February electric service
99.93	Verizon	February phone and internet
830.24	Pedroni Fuel Co.	252.1 gallons fuel oil @ \$3.2933
140.00	Brunozzi Transfer	Storage container rental
6.76	The Daily Journal	Publication of election notice
17.34	The Press of A.C.	Publication of meeting dates and public hearing
245.50	Battelini's Garage	Diesel fuel
230.50	Hamilton Fire & Safety	Service and retag 4 fire extinguishers 2 new fire extinguishers
1089.21	Eric R. Hensel	Reimbursement for refrigerator (\$569.23) and TV (\$519.98)
3554.91	Robert Rigolizzo	Reimbursement for bathroom partitions (\$1155.00) and folding tables and chairs (\$2399.91)
220.00	Steven R. Walsh	Balance on electrical work
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 2-25-14

Buena Vista Fire District #4

Board of Fire Commissioners

3-11-14 8:10PM

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, Eric M Hensel, Dan Ruga, and Leo Foy

The minutes from the February 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 Dan to pay all bills. All in favor, a copy is attached.

Old Business:

The Fire Commission Election was held on February 15, 2014. The results are Dan Ruga is re-elected. The 2014 Budget was approved.

Firehouse Finance Status:

Discussion on finances for firehouse repair, We received a check from Statewide for \$34,516.00, and \$13,774.00 for contents. Pending is \$5,344.83 for contents list based on invoices we faxed to them. Dan will check with Service Master and Seelman about charges for final payments. The maximum occupancy for the dance hall is 125 with tables and chairs, 180 with chairs, and 190 standing room only.-

Firehouse Repair Status:

Partitions for Dance Hall are installed, Tables and chairs are set up, Handrail bracket is repaired.

New Business:

The fire company has applied for a grant for new equipment. To be eligible we must pay all fees that we have not paid the past eight years for filing the annual report. Dan reported this totaled \$800.00 (\$100 a year for 8 years). Motion was made by Eric seconded by Leo for Nancy write a check for \$800.00. All in favor

Motion to adjourn by Nancy, seconded by Leo. All in favor 9:10PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.
 Vouchers prepared for payment on March 11, 2014:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
305.12	Atlantic City Electric	March electric service
102.74	Verizon	March phone and internet
72.00	Battelini's Garage	17.825 gallons diesel
140.00	Brunozzi Transfer	Storage container rental
123.19	Richland General Store	Supplies
1653.10	Hensel Farms	Reimbursement for sofa and recliner
1000.00	ServiceMaster	Post office storage pod (5 months)
6685.61	ServiceMaster	Final bill for storm damage repairs
1240.00	G. Seelman & Sons	Installation of bathroom partitions
8740.00	G. Seelman & Sons	Final bill for storm damage repairs
5232.00	Jersey Contractors	Crane rental
180.99	Home Depot	Door, mirrors, and paper towel holders
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 3-25-14

860.00 N firs

Buena Vista Fire District #4
Board of Fire Commissioners

5-13-14 8:10PM

The monthly meeting of The Board of Fire Commissioners Buena Vista Township Fire District #4, Millmay was called to order by Eric Hensel.

Present were: Fire Commissioners Nancy Glindmyer, Eric M Hensel, and Dan Ruga

The April meeting was not held due to the lack of a quorum.

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

The treasurer presented a list of all bills payable for the past month. The training for drive to survive check will be mailed when it is verified. After some discussion a motion was made by Eric, seconded by Dan to pay all other bills. All in favor, a copy is attached.

Old Business:

A motion was made by Nancy 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 second Tuesday of each month at 8PM. Eric seconded and all approved.

The amount approved at the March meeting for the NFIR Grant was incorrect. The Fire Company paid it with their money; we will reimburse them once we receive the invoice.

The final check for Service Master is still on hold; Dan needs to talk with them about cleaning of duct work.

The doors have not been painted which were approved at a prior meeting. Dan will check with Carmen to see what the problem is.

New Business:

Representatives from the Square and Round Dancers were present to discuss ways to improve sound quality at the hall. They have hung drapes and flags throughout the hall with minimal improvement. Dan suggested removing about twenty of the acoustical tile from the meeting room to see if they would help, if there was noticeable improvement we could purchase more to correct the problem.

The Post-Office will reopen on June 28, 2014. Access for mail receptacles will be from 7AM to 7PM. Monday through Saturday. Facility retail hours will be 12:30PM to 4:30PM Monday through Friday, and 8:30Am to 11:30AM Saturday.

The new insurance cards for Fire Trucks have been received.

Motion to adjourn by Dan, seconded by Nancy, all in favor. 9:20PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.
Vouchers prepared for payment on May 13, 2014:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
175.24	Atlantic City Electric	April electric service
99.40	Verizon	April phone and internet
140.00	Brunozzi Transfer	Storage container rental
607.20	Siracusa-Kaufman Ins.	2014 accident policy renewal
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 5-25-14

Robert & Sandra Courter
11 Blackhawk Ct.
Medford, NJ 08055

Milmay Volunteer Fire Company
Attn: Board of Commissioners
225 Broad Street
Milmay, NJ 080\340

Dear Commissioners,

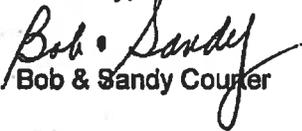
On behalf of the Rainbow Squares Squaredance Club, we would like to thank you all for the hospitality and good wishes we have received since we have returned to the Milmay Firehall for our dances.

You have done a terrific job with the renovations and our members and guests have been awed by the beauty of the hall and the dance floor.

My wife Sandy and I have decided we would like to do something on our own to let you know how grateful we are. Our personal check in the amount of \$500.00 is enclosed as a donation toward the cost of acoustical ceiling tiles, which have made a tremendous difference in the sound level of the hall.

Thank you all again,

Sincerely,


Bob & Sandy Courter

Buena Vista Fire District #4

Board of Fire Commissioners

06-10-14 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, Dan Ruga, Leo Foy, and Robert Rigolizzo.

The minutes from the May 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 Dan to pay all bills. All in favor, a copy is attached.

Old Business:

Status of training on "drive to survive" check and re-imburement to Fire Company for NFIR grant, Nancy received both bills payment will be mailed.

Status on final check to Service Master, duct work has been cleaned check will be mailed.

Status of payment and installation of acoustical tile for dance hall, Dan purchased tile with Eric's credit card for \$830.00, he will be reimbursed for the cost. Dan installed the tile, and sound quality in the hall is much improved.

Painting of front doors- completed today

Removal of storage trailer, Dan is in the process of emptying the last trailer. Post Office will not have pod removed until they have a maintenance crew to clean it out.

New Business:

Resealing of blacktop and repainting of no parking zones. The necessity of repairing and resealing blacktop in parking lot was discussed. Robert will obtain at least two bids before we make a decision.

Guard posts for air conditioners and post office canopy, Dan will look into jersey barrier for posts.

Battery backup for dance hall air- conditioner thermostat, Dan and Leo will install.

Robert and Sandy Courter from the square-dance club have generously donated \$500.00 towards cost of sound quality in dance hall.

Motion to adjourn by Robert, second by Dan all in favor 9:30PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.
Vouchers prepared for payment on June 10, 2014:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
263.00	Atlantic City Electric	May electric service
112.47	Verizon	May phone and internet
140.00	Brunozzi Transfer	Storage container rental
600.00	ServiceMaster	Storage container rental
41.43	Richland General Store	Supplies
328.30	Eric M. Hensel	Reimbursement - acoustical ceiling tiles
496.77	Eric R. Hensel	Reimbursement - laptop computer for fire truck
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 6-25-14

Buena Vista Fire District #4

Board of Fire Commissioners

8-12-14 8:05PM

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, Dan Ruga, and Robert Rigolizzo.

The minutes from the June meeting were read and approved by all, after a motion by Eric and a second by Nancy. The July meeting was not held due to the lack of a quorum.

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

Old Business:

Barriers for Air-Conditioner and Post Office Canopy are completed

Discussion on Generator Controls

Battery back-up for Dance Hall air-conditioner thermostat, Dan and Leo are working on it.

Post Office Trailer is still not empty, Eric will call Mayor and Post Office Contact.

Discussed Annual statewide insurance fund volunteer roster update.

New Business:

Board of Fire Commissioners reviewed the 2013 audit. Audit review certificate was signed by Commissioners.

Re-sealing of parking lot will be put off, Dan will do repair work.

Review of bid and quote thresholds, for over \$2,625.00 spent we need more than one estimate. Less than \$17,500.00 spent we don't need to advertise.

Request by Fire Chief to set aside funds for permanent and secure storage facility, 4" supply hose and fittings, and accessories for firemen gear (they anticipate receiving gear from grant).

Community Activities discussion on having CPR classes, more of a role for Fire Company to handle. Potential rental of dance hall for zumba (cancelled).

Discussed sign for Post Office, Dancers, and Fire House

Proposed update to website: 2014 scheduled rentals, updated photos including kitchen area and a statement that dance hall is on second floor up a flight of stairs.

Discussed a need for someone to monitor emails for firehouse

Dancers generously donated \$1,050.00 to The Fire Company.

Motion to adjourn by Robert, seconded by Leo. All in favor 9:20PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.
Vouchers prepared for payment on July 8, 2014:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
107.15	Verizon	June phone and internet
140.00	Brunozzi Transfer	Storage container rental
400.00	Carmen D'Augustine	Painting of overhead doors
375.00	Kennedy Concrete	Concrete barriers
100.00	<i>Robert</i>	Gift certificate for Dan Ruga
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 7-25-14

Milmay Volunteer Fire Co.
Vouchers prepared for payment on August 12, 2014:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
103.65	Verizon	July phone and internet
556.90	Atlantic City Electric	June and July electric
140.00	Brunozzi Transfer	Storage container rental
77.00	Battelini's Garage	Diesel fuel
66.31	Richland General Store	Supplies
25.00	State of NJ	Annual Report
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 8-25-14

Buena Vista Fire District #4

Board of Fire Commissioners

9-9-14 8:05

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
Recording Secretary Ronnie Baldiserra

The minutes from the August meeting were read and approved by all, after a motion by Robert and a second from 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. A correction was made on check for ceiling tiles, lights, and parking lot paint. All in favor, a copy is attached.

Old Business

Removal of post-office pod-Nancy called to let Storage Container Company know pod is ready to be picked up, Eric will call again.

Considerations for converting to natural gas-Leo will look into condition of heaters.

Re-distribution of lighting in dance hall-Eric will call Aggie to see if her son can change the lighting

Community activities (CPR course) Eric is looking into setting up sometime this winter.

Inform dancers about setting a constant rate as thank you for donation through 2015.

New Business

The Fire Company received grant from Homeland Security

Cleaning of meeting room and maintenance of air-handler and heater filters-Robert will contact person who was cleaning before storm damage.

Motion to adjourn by Robert, seconded by Eric, 9:20PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.
 Vouchers prepared for payment on September 9, 2014:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
103.81	Verizon	August phone and internet
265.35	Atlantic City Electric	August electric
350.04	Richland General Store	Supplies
91.52	The Daily Journal	Audit synopsis publication
4000.00	Preziosi-Nicholson	2013 Audit and 2014 Budget
540.00	Atlantic County Firemen's Death Benefits Fund	2013 and 2014
882.79 118.58	Eric Hensel	Reimbursement - ceiling tiles, lights and parking lot paint
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 9-25-14

Buena Vista Fire District #4

Board of Fire Commissioners

10-14-14 8:00PM

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, 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 Robert and a second by 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 Leo to pay all bills. All in favor, a copy is attached.

Old Business

Repair of Heater Ducts - Leo is looking into cost

Community activities (CPR course) – Eric will call Kevin Seelman

Painting of parking lot zones – Dan will try for Friday

We informed dancers about setting a constant rate through 2015 as thank you for donation.

Cleaning of meeting room and maintenance of air-handler and heater filters – Leo will be paid \$60.00 a month for the maintenance

Ladies restroom faucet was repaired by Eric

New Business

Preliminary Budget Discussion

Request for insecticide for meeting room – Jacob

Brunozzi storage fees for 2 trailers – Dan will pay \$70.00 a month until trailer removal

We discussed inventory for trailer

4" supply hose, fittings, and accessories for firemen gear not included in grant

Motion detector controlled thermostat for meeting room, Leo will purchase and install

Discussion on 2015 budget

Discussion on storage sheds

A resolution was passed to transfer \$8,000.00 from the equipment line item to storm damage repairs, and \$1,000.00 from equipment to office expenses. A motion was made by Eric and seconded by Robert, all in favor.

Motion to adjourn by Robert seconded by Dan, all in favor 9:55PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.
 Vouchers prepared for payment on October 14, 2014:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
103.76	Verizon	September phone and internet
323.79	Atlantic City Electric	September electric
9.99	Richland General Store	Supplies
76.50	The Press of A.C.	Audit synopsis publication
578.00	Hamllton Fire & Safety	4 fire extinguishers, hydrotest 7 cylinders, Service and re-tag 13 fire extinguishers
370.00	Senn Oil Co.	Repair heater
778.58	Eric Hensel	Reimbursement - ceiling tiles and lights
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 10-25-14

Buena Vista Fire District #4

Board of Fire Commissioners

11-18-14 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
Recording Secretary Ronnie Baldiserra.

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

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

The November 11 meeting was postponed due to the lack of a quorum. A large sign was posted on the firehouse door notifying the public to call or e-mail the treasurer with any questions. Nobody called or e-mailed and the meeting was re-scheduled to November 18th.

Old Business:

We reviewed the proposed budget, a vote was taken and all members present voted aye.

Dutra Sheet Metal Co. will make heater ducts replacement, bill attached.

Community Activities – Eric suggested Kevin Seelman will offer CPR Class for firemen first.

Motion Detector – In progress

Leo will purchase shelves for trophies.

We discussed estimates for shed, Vasallo gave us a price for Salt Box \$3,265.00 and Perryman gave a price for Barn Style \$3,168.00

Discussion on emptying trailer

New Business:

Firemen's Morale – We talked about a dinner for firemen at a restaurant or the dance hall

Motion to adjourn by Nancy, seconded by Leo 9:45PM

Ronnie Baldiserra

**Milmay Volunteer Fire Co.
Vouchers prepared for payment on November 11, 2014:**

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
103.83	Verizon	October phone and internet
220.00	Atlantic City Electric	October electric
99.89	Richland General Store	Supplies
169.00	Battelini's Garage	Diesel fuel
420.00	Brunozzi Transfer	Storage trailers (Sept., Oct., Nov.)
120.00	Xerox Business Services	NFIRS contract (9-1-14 to 9-1-15)
513.95	Leo Foy - reimbursement	Thermostats
3500.00	Dorothy Volunteer Fire and Rescue	2014 Appropriation
1000.00	Buena Vista Twp. EMS	2014 Appropriation
5000.00	Milmay Vol. Fire Co.	2014 Incentive Program
500.00	Veronica Baldiserra	2014 Recording Secretary
1000.00	Mid-Atlantic Bus. Serv.	2014 Treasurer (Nancy Glindmyer)
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 11-25-14



DUTRA SHEET METAL CO.

P.O. Box 2265
1940 SW Boulevard
Vineland, NJ 08362-2265

(856) 692-8058
FAX: (856) 692-4472

PROPOSAL

Page No. of Pages

Form with fields: JOB NAME / NO., LOCATION, PHONE, DATE (11-7-14)

To: Milmay Val. Fire Co.
Att: Leo Foy
From: Sim Valentine

We hereby submit specifications and estimates for:

- Return Air Ductwork
1- Filter Rack Duct 20"x25"
For 2" Filter
1- Trans
1- Flex collar
20 1/4 x 18 1/2

total
14 1/4" long

Total
\$150.00

Thanks
Sim

WE PROPOSE hereby to furnish material and labor - complete in accordance with these specifications, for the sum of:

Payable as follows: dollars (\$)

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature

NOTE: This proposal may be withdrawn by us if not accepted within days.

ACCEPTANCE OF PROPOSAL - The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature Date Signature Date

Buena Vista Fire District #4

Board of Fire Commissioners

12-9-14 8:05 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, Leo Foy, Dan Ruga, and Robert Rigolizzo. Recording Secretary Ronnie Baldiserra

The minutes from the November 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 Eric, seconded by Robert to pay all bills. All in favor, a copy is attached.

Old Business:

Repair of heater ducts- Mike Marco will install.

Heater room door –Will be replaced with louver door.

Motion detector control thermostats for meeting room and dance hall are installed.

The trailer is in the process of being emptied, but has not been completed.

Discussion regarding style and size of shed-Saltbox, approximately ten by twenty feet

The state has approved the proposed budget

New Business:

Discussion on light in back of firehouse

Ladies restroom mirror

Review procedure to reschedule meetings. In Summary they are: Advertise in two newspapers 48 hrs. in advance, and provide place, date, time, and agenda.

Motion to adjourn by Dan, seconded by Nancy, all in favor 9:15PM

Ronnie Baldiserra

Milmay Volunteer Fire Co.
Vouchers prepared for payment on December 9, 2014:

<u>AMOUNT</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>
108.67	Verizon	November phone and internet
172.52	Atlantic City Electric	November electric
150.00	Dutra Sheet Metal	Ductwork
120.00	Leo Foy	Cleaning (Nov. and Dec.)
39.77	Leo Foy	Reimbursement - material for trophy shelves
1583.30	Milmay Fire Co.	This amount will be automatically transferred on 12-23-14