**March 2024 – Meeting Minutes**

**3/4/2024 –**

**Attendance:** Michael Bernardin, James Catrambone, Joshua Kennedy, Jamie Sensor, Charles Welch

Unable to attend: None

**Meeting Start Time:** Meeting commenced and called to order by Michael Bernardin at 18:58:00

**Financial Status**

* 1. Total revenues = **$ 118,788.00** 
     1. Checking – $ 20,415.39
     2. Savings - $ 98,372.61
  2. **NOTES:** 
     1. MBernadin informed fellow Commissioners of pending invoices.
        1. Retrospect Newspaper – affidavit on public notice received/confirmed
        2. Citizen overseeing elections (February 17 Commissioner election)
        3. New lockbox for election ballots replaced. MBernardin confirmed reimbursement procedure with Sweet & Assoc. prior to purchasing.

ACTION ITEMS:

1. Mike Bernardin to draft check #1044 for endorsement and payment – Retrospect/$26.58.
2. Mike Bernardin to draft check #1045 for endorsement and payment – Glenn Gess/$300.
3. Mike Bernardin to draft check #1046 for endorsement and payment – reimburse/$25.99.
4. **New Business**
   1. Informal discussion regarding District tax re-evaluation exercise underway and potential notice of site visits to commence.
   2. Commissioners participated equally in a conversation re: Election Law Enforcement Commission. The Commission sent a note to Charles Welsh regarding necessary filings prior to an election. The discussion explored the mandatory procedures prior to an election. There was inconsistent understanding among commissioners and it was resolved to investigate further with Dawn M. Pennock, Municipal Clerk, (Ext. [6277/dpennock@haddontwp.com](mailto:6277/dpennock@haddontwp.com)). An expected byproduct of this meeting is a checklist of actions a candidate needs to take prior to an election. This would include all filings or declarations related to a District election of Fire Commissioners.
   3. Ballot vendor Color Source submitted an invoice for recent services. Commissioners questioned the increased cost and explored year over year invoices for comparison. Although formal invoicing is pending, a vote to execute payment passed so as not to incur any penalty or interest charges.

ACTION ITEMS:

1. JoKennedy to reach out to Ms. Pennock for follow-up or reconciliation actions.
2. Commissioner Welsh will seek advice on and execute follow-up actions.
3. MBernardin to execute Color Source payment and request an itemized invoice of all charges. Outstanding amount is $786.76.
4. **Miscellaneous:**
   1. MBernadin will follow up on requested website updates. He will also add a request to include the Commissioner names on the landing page when the approved March minutes are forwarded.

Motion to adjourn- CWelsh, 2nd - JCatrambone. Motion carried.

1. **Adjourn 19:30:15 -**

**Next Scheduled Meeting – April 1st, 2024 @ 7:00P**