



Forest Grove Board of Fire Commissioners 06-28-2016 Meeting Minutes

1. Call to Order: 19:00 hours

1. Members Present

- X Andrew Bellone Jr. - Chairman
- __ Samuel Scapellato - Co Chairman
- X Mykola "Nick" Myronowskyj - Secretary
- X Thomas Bellone Sr. - Treasurer
- __ Scott Graiff

Public Present & Others:

Tamara Ardito – DTA Solutions
Joseph Bertino – Vineland Auto Electric

2. Reading of the minutes of the previous meeting

- a. Motion to accept minutes as read - Thomas Bellone Sr.
2nd - Andrew Bellone Jr.

Changes: None

3. Communications

Letter from Weir & Partners received for agreement to provide legal services.

4. Bills against the Commission (refer to file for list of all bills paid)

- a. Motion to pay all bills – Mykola "Nick" Myronowskyj
2nd Andrew Bellone Jr.

Notes: None

5. Treasurers Report

Please refer to the attached report.

- a. Motion to accept Treasurers report as read - Mykola "Nick" Myronowskyj
2nd Andrew Bellone Jr.

Notes: None

6. Old Business

The Board of Fire Commissioners, District 4 and the Fire Company will be researching a policy and program for zero tolerance for drugs and alcohol. This will also include a process and training of certain personnel for identification of potential "under the influence" and a medical method for determining that a member was actually "under the influence" in the event of an incident.



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6. Old Business continued

The Board of Fire Commissioners, District 4 and the Fire Company will be researching a policy and program for medical physical program for all Fire Company members.

The Fire Company incorporation needs to be renewed. The Fire Company President is meeting with the appropriate personnel and agencies to have the incorporation completed by the end of the year. The Fire Company President notified the fire company membership at the regular meeting of Monday 6-27-16 that the incorporation was completed. The President will be providing the Board with copies as a courtesy.

NJMVC is denying blue light applications from the Board of Fire Commissioners. NJMVC is requiring that the mayor of Vineland sign the applications even though the Mayor and town council of Vineland are not the governing body for the fire company. Mykola has completed the letter and provided it to the Board for review. All Board members will sign the letter and it will be sent with all future blue light applications.

7. New Business

The letter to the NJ MVC was signed by 3 of the 5 Board members present. Mykola will reach out to the other 2 members and have them sign the letter ASAP.

Per Thomas Bellone Sr. he worked with SJ Gas and it seems that the issues related to the billing have been resolved.

A letter from Weir & Partners received for agreement to provide legal services. This letter will contract the Board and Weir & Partners and specifies an hourly rate for services. This letter will be tabled to the next meeting so that the absent Board members can review.

An application from Jessica Bellone was received for application to the State of NJ Fireman's Relief Association. Mykola "Nick" Myronowskyj made a motion to accept the application; Thomas Bellone Sr. seconded the motion. The Chairman agreed and the vote is 3 Aye, and 2 absent. The motion is approved and the application will be submitted.

A resolution was read accepting the 2015 audit report from Ball, Buckley & Seher. A copy of this resolution is attached. Mykola "Nick" Myronowskyj made a motion to accept the resolution; Thomas Bellone Sr. seconded the motion. The Chairman agreed and the vote is 3 Aye, and 2 absent. The motion is carried and the resolution is accepted.



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7. New Business continued

A resolution was read for the Board of Fire Commissioners, District 4 to enter into a interlocal Agreement with a Nationally recognized cooperative entity for the purpose of purchasing fire apparatus. This resolution is pursuant to N.J.S.A. 52:34-6.2 (b) (3). Thomas Bellone Sr. made a motion to accept the application; Mykola “Nick” Myronowskyj seconded the motion. The Chairman agreed and the vote is 3 Aye, and 2 absent. The motion is carried and the resolution is accepted.

8. Public Comments

Chief of the Fire Department: not present

President of the Fire Department: not present

Others:

Joseph Bertino – Vineland Auto Electric presented the Board with the information needed regarding the repair work that will be needed for 43-52’s generator. During regular preventative maintenance work it was found that the generator bearing is failing and requires replacement. The generator has below 50% shaft wear. If the bearing and shaft were allowed to completely fail, it would cause catastrophic damage to the generator and the repairs could exceed \$22,000.00. If we perform the needed repair before catastrophic failure, the cost estimate is \$8,490.24. Joe went into great detail explaining the possible outcomes and the Board agreed that the repair would need to be done, and we authorized Joe to temporarily disable the generator on Engine 43-52 to prevent any further damage.

The generator is not a field replaceable assembly and the entire generator assembly will need to be removed and sent to the factory for repair. Engine 43-52 will only be out of service during the time that it takes to remove the generator assembly, and the time that it will take to reinstall the repaired generator assembly. During the time that the generator assembly is out for repair, Engine 43-52 will be in service but without a generator. Per Mr. Bertino there is an 8 week lead time to order the replacement parts and begin the repairs.

A discussion was had regarding the repair costs. We determined that the repairs could not wait until the next years budget as it could be a public safety issue.

Mykola “Nick” Myronowskyj made a motion to have the repair done immediately. Thomas Bellone Sr. seconded the motion. The Chairman agreed and the vote is 3 Aye, and 2 absent. The motion is approved and a PO was issued to Vineland Auto Electric to perform the needed repairs.

The Chief of the department will be advised and will make arrangements to have Engine 43-52 taken to Vineland Auto Electric to have the generator assembly removed and sent to the factory for repairs.



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9. Adjournment

- a. Motion to adjourn – Mykola “Nick” Myronowskyj
2nd - Thomas Bellone Sr.**

Meeting was adjourned at 19:57 hours.

*Respectfully Submitted,
Mykola “Nick” Myronowskyj
Secretary
Board of Fire Commissioners, District 4
Township of Franklin, Gloucester County NJ*



Forest Grove Board of Fire Commissioners 06-28-2016 Meeting Minutes

7:40 PM
06/28/16
Accrual Basis

Franklin Township Fire District No 4 Balance Sheet As of June 30, 2016

	Jun 30, 16
ASSETS	
Current Assets	
Checking/Savings	
Newfield Na Bk 0505	-10,786.32
Newfield Savings 9924	345,422.48
Total Checking/Savings	334,636.16
Total Current Assets	334,636.16
Fixed Assets	
Amnt Provide Retire Gen LTD	35,000.00
Due From Capital Fund	14,500.00
Due From General Operating Fund	38,454.00
Fixed Assets	902,188.00
Total Fixed Assets	990,142.00
TOTAL ASSETS	1,324,778.16
LIABILITIES & EQUITY	
Liabilities	444,082.52
Equity	
Cap Fund Bal Design For Debt Se	11,589.83
Central Fund Bal	37,433.04
Fixed Bal. -Undesignated	-68,761.61
Invest in Gen. Fund Assets	1,012,277.37
Oper Fund Bal Designated	4,119.00
Retained Earnings	18,780.85
Net Income	-134,742.84
Total Equity	880,695.64
TOTAL LIABILITIES & EQUITY	1,324,778.16



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7:36 PM
06/28/16
Accrual Basis

Franklin Township Fire District No 4 Transactions This Month As of June 30, 2016

Type	Date	Num	Name	Amount
Newfield Na Bk 0505				
Bill Pmt -Check	06/28/2016	11139	Associated Fire Protection	-1,197.55
Bill Pmt -Check	06/28/2016	11140	Atlantic City Electric	-532.26
Bill Pmt -Check	06/28/2016	11141	Comcast	-4.06
Bill Pmt -Check	06/28/2016	11142	Comcast 569	-525.77
Bill Pmt -Check	06/28/2016	11143	Dennis Allonnardo	-69.11
Bill Pmt -Check	06/28/2016	11144	Desert Diamond Industries, LLC	-178.00
Bill Pmt -Check	06/28/2016	11145	DTA Solutions Enterprises LLC	-110.00
Bill Pmt -Check	06/28/2016	11146	Emergency Equipment Sales, L...	-3,633.31
Bill Pmt -Check	06/28/2016	11147	Eurofin's	-97.00
Bill Pmt -Check	06/28/2016	11148	Genna Electric	-114.20
Bill Pmt -Check	06/28/2016	11149	Ingersoll Rand	-438.75
Bill Pmt -Check	06/28/2016	11150	Johnson's Truck & Auto Repair	-1,940.31
Bill Pmt -Check	06/28/2016	11151	Major Petroleum Ind.	-477.52
Bill Pmt -Check	06/28/2016	11152	Mes PA	-1,505.00
Bill Pmt -Check	06/28/2016	11153	Nat Alexander Company, Inc.	-228.00
Bill Pmt -Check	06/28/2016	11154	Pizza Joe's	-199.06
Bill Pmt -Check	06/28/2016	11155	RELM Wireless Corp.	-2,684.00
Bill Pmt -Check	06/28/2016	11156	South Jersey Gas	-241.97
Bill Pmt -Check	06/28/2016	11157	Staples	-134.00
Bill Pmt -Check	06/28/2016	11158	Tekk Comm Communications	-1,715.95
Bill Pmt -Check	06/28/2016	11159	The Bug Police	-65.00
Bill Pmt -Check	06/28/2016	11160	TransUnion	-25.00
Bill Pmt -Check	06/28/2016	11161	Verizon Wireless 197	-205.96
Bill Pmt -Check	06/28/2016	11162	Vineland Ace Hardware	-327.06
Bill Pmt -Check	06/28/2016	11163	Vineland Auto Electric	-705.52
Bill Pmt -Check	06/28/2016	11164	Witmer Public Safety Group Inc	-699.80
Total Newfield Na Bk 0505				-18,054.16
Newfield Savings 9924				
Total Newfield Savings 9924				
TOTAL				-18,054.16



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RESOLUTION FRANKLIN TOWNSHIP FIRE DISTRICT NO. 4

ACCEPTING THE AUDITOR'S REPORT FOR THE YEAR ENDING DECEMBER 31, 2015

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts, and financial transactions; and

WHEREAS, the Annual Report of Audit for the year ending December 31, 2015 has been filed by a Registered Municipal Accountant with the Secretary as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs as per R.S. 52:27BB-34; and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each fire district shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body has reviewed, as a minimum, the sections of the Annual Audit entitled:

GENERAL COMMENTS RECOMMENDATIONS

and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

GENERAL COMMENTS RECOMMENDATIONS

as evidenced by the group affidavit form of the governing body; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after receipt of the Annual Audit, as per the regulations of the Local Finance Board; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

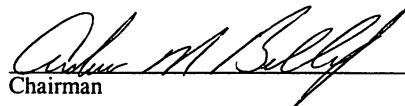


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NOW, THEREFORE BE IT RESOLVED, by the members of the Franklin Township Fire District No. 4, in the County of Gloucester, State of New Jersey, hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968, and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

ADOPTED, at a regular meeting of the Franklin Township Fire District No. 4 on 6-28, 2016.

FRANKLIN TOWNSHIP FIRE DISTRICT NO. 4


Chairman

ATTEST:


Secretary

CERTIFICATION

I, Secretary of the Franklin Township Fire District No. 4, do hereby certify that the foregoing resolution was presented and duly adopted by the fire district members at a meeting of the Board of Fire Commissioners of the Franklin Township Fire District No. 4 held on 6-28, 2016.


Secretary



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CERTIFICATION OF GOVERNING BODY

STATE OF NEW JERSEY)
)SS.
COUNTY OF GLOUCESTER)

We, members of the governing body of the Franklin Township Fire District No. 4, County of Gloucester, of full age, being duly sworn according to law, upon oath depose and say:

1. We are duly appointed members of the Franklin Township Fire District No. 4.
2. In the performance of our duties, and pursuant to the Local Finance Board Regulation, we have familiarized ourselves with the contents of the Annual Audit filed with the Secretary pursuant to N.J.S.A. 40A:5-6 for the year ending December 31, 2015.
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled:

GENERAL COMMENTS
RECOMMENDATIONS

Arthur M. Bulley (L.S.)

M. Mironowicz (L.S.)

Sharon Bell (L.S.)

SCOTT GRADIFF - ABSENT (L.S.)

Sam Scarpellato - ABSENT (L.S.)

Sworn to and subscribed before me this
28 day of July, 2016.

Tamara Arditg
Notary Public of New Jersey

TAMARA ARDITG
NOTARY PUBLIC OF NEW JERSEY
ID # 2358620
My Commission Expires 3/1/2017



The Secretary shall set forth the reason for the absence of signatures of any members of the governing body.



**Forest Grove Board of Fire Commissioners
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**RESOLUTION OF THE Board of Fire Commissioners, District 4,
Township of Franklin, COUNTY OF Gloucester,
STATE OF NEW JERSEY,
PURSUANT TO N.J.S.A. 52:34-6.2(b)(3) TO ENTER INTO A
INTERLOCAL AGREEMENT WITH A NATIONALLY RECOGNIZED
COOPERATIVE ENTITY FOR THE PURPOSE OF PURCHASING FIRE
APPARATUS**

WHEREAS, the Board of Fire Commissioners, District 4, Township of Franklin, County of Gloucester is established and operating pursuant to N.J.S.A. 40A:14-70 to -105.1; and,

WHEREAS, the Board of Fire Commissioners, District 4, Township of Franklin, County of Gloucester, is authorized pursuant to N.J.S.A. 52:34-6.2(b)(3) to use alternative procurement methods by entering into nationally recognized cooperative agreement; and;

WHEREAS, Houston-Galveston Area Counsel is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and,

WHEREAS, Houston-Galveston Area Counsel is authorized to contract with eligible entities for the purchase of goods and services; and,

WHEREAS, Houston-Galveston Area Counsel has instituted a cooperative purchasing program under which it contracts with eligible entities; and,

WHEREAS, the Board of Fire Commissioners, District 4, Township of Franklin, County of Gloucester desires to contract with Houston-Galveston Area Counsel;

NOW, THEREFORE, be it Resolved that:

1. The Board of Fire Commissioners of Board of Fire Commissioners, District 4, Township of Franklin, County of Gloucester is hereby authorized to execute complete any necessary paperwork required to enter into an inter-local agreement the Houston-Galveston Area Counsel;



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2. All activities under this agreement will be in accordance with all applicable rules, regulations, ordinances and laws in effect or promulgated during the term of the agreement;

3. The initial period of the agreement shall be for the balance of the Calendar year;

4. The agreement shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which any payments are due under any contract entered into for the purchase of fire apparatus pursuant to this agreement;

5. The purchase of any product will be in accordance with procedures established by the Houston-Galveston Area Counsel and in accordance with the Laws of the State of New Jersey;

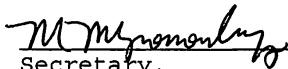
6. Any payments made pursuant to the agreement will be in accordance with procedures established by the Houston-Galveston Area Counsel;

7. The agreement may be amended only by a written amendment executed in accordance with procedures established by the Houston-Galveston Area Counsel;

8. The agreement may be terminated by either party at any time upon thirty (30) days written notice by certified mail to the other party to this agreement.

CERTIFICATION

I, Mykola Myronowskyj, Secretary of the Board of Fire Commissioners, District 4, Township of Franklin, County of Gloucester, do hereby certify the above to be a true copy of a resolution duly adopted by the Board of Fire Commissioners, District 4, Township of Franklin, in the County of Gloucester at its meeting held on June 28, 2016.


Secretary,

Date: 06-28-2016