

May 12, 2016

Meeting duly advertised and called to order at 8:00pm with reading of the Open Public Meetings statement and Pledge of Allegiance.

Commissioners' Poppe Jr., Rubio, Flemming, Ryan and Redington in attendance. Also Attorney Rich Braslow, Fire Dist Administrator S. Rauch.

CVFC was represented by Assistant Chief, and Company President. WVFC was represented by the Chief and Company President. Career FF's were represented by J Mergner.

Motion to accept April 2016 minutes by Commissioner Poppe, 2<sup>nd</sup> by Commissioner Flemming; approved.

Attorney Braslow discussed and updated Board on current legislative issues regarding monies being used for training (Cherry Hill).

Administrator's Report (Attached).

The Bureau of Fire Safety responded and are pleased with our progress.

WVFC Report Progress.

CVFC Report Progress.

### Old Business

The Board was questioned as to the division of the training and gear monies last month. The Co was advised that the Chief had not attended any budget meetings, and the monies had to be shifted around with in the overall budget to keep a 0 increase in the tax line.

The Board suggested that both Companies get together and plan out anticipated expenses going forward.

Replacement generator/ roof projects: Ms. Bado has provided the Board with several CO-OP options regarding the purchase of the generator and roof repairs. Resolutions will be drafted/sought at the June meeting to join.

Still haven't received a 3<sup>rd</sup> quote on the concrete work at 56-1 but both quotes received to date are approximately \$20,000.

Continuing issues with 5605, hydraulics and the ladder, waiting on estimates.

Motion to draft Resolution to sign lease agreement with CVFC for the Toms River Road building by Commissioner Poppe, 2<sup>nd</sup> by Commissioner Ryan; Approve

May 12, 2016

Motion to draft Resolution to join MRESC CO-OP by Commissioner Poppe, 2<sup>nd</sup> by Commissioner Ryan; Appove

Motion to pay bills by Commissioner Poppe, 2<sup>nd</sup> by Commissioner Fleming; approve

Motion to go to closed session by Commissioner Poppe, 2<sup>nd</sup> by Commissioner Flemming; approved at 2030 hours.

Moton by Commissioner Flemming, 2<sup>nd</sup> by Commissioner Reddington to adjourn at 2115 hrs; Approved.

3:22 PM

05/11/16

Accrual Basis

District 2 Board of Fire Commissioners

Approve to Pay

May 2016

Date	Num	Name	Memo	Amount
<b>May 16</b>				
05/15/2016	SNJHBF0516	NJSHBP	Health Benefits Monthly Billing	-17,092.86
05/11/2016	20572	A T & T	0205973458001	-54.22
05/11/2016	20573	Advanced Air Systems		-1,160.38
05/11/2016	20574	Attention to Detail		-260.00
05/11/2016	20575	Beehive Heating & Cooling		-456.86
05/11/2016	20576	Braslow, Richard		-1,650.00
05/11/2016	20577	Cablevision		-366.67
05/11/2016	20578	Carlson's		-457.44
05/11/2016	20579	Electronic Measurement Labs		-299.31
05/11/2016	20580	Emergency Equipment Sales LLC		-457.37
05/11/2016	20581	Fireflow		-7,377.12
05/11/2016	20582	Garden State Fire & Security Alarm ...	3431	-115.00
05/11/2016	20583	GOLDEN RULE CREATIONS		-212.09
05/11/2016	20584	GPS Trackit		-125.00
05/11/2016	20585	Hanson, Justin		-481.00
05/11/2016	20586	Hecht Trailers		-13.95
05/11/2016	20587	Hunter Pest Services LLC		-45.00
05/11/2016	20588	IFSTA		-333.00
05/11/2016	20589	Jackson Municipal Utilities Authority		-488.30
05/11/2016	20590	Jackson Township DPW		-332.84
05/11/2016	20591	Jamison, Ginniex		-659.69
05/11/2016	20592	Mergner, Joseph		-44.45
05/11/2016	20593	Municipal Emergency Services Inc	47918	-651.00
05/11/2016	20594	National Parts Supply Co	LW3100	-52.87
05/11/2016	20595	Poppe, Adam		-2,899.44
05/11/2016	20596	Quartermaster	0017656802	-121.77
05/11/2016	20597	Santander		-73,249.68
05/11/2016	20598	SNJ Div of Pensions		-87,862.57
05/11/2016	20599	Sustainable Supply Co LLC		-77.33
05/11/2016	20600	This & That Uniforms		-5,705.00
05/11/2016	20601	Treasurer, State of NJ		-150.00
05/11/2016	20602	Twin Rocks Spring Water		-6.00
05/11/2016	20603	Verizon Wireless		-54.58
05/11/2016	20604	VFIS	VFP 4331-1647D-01	-316.80
05/11/2016	20605	Witmer Public Safety Group/The Fire...		-477.00
05/11/2016	2016032	Freehold Cartage Inc.	60066000	-237.80
05/11/2016	2016033	Jersey Central Power & Light	100015400045	-1,128.38
05/11/2016	2016034	Leaf Capital Funding		-203.00
05/11/2016	2016035	NJ Natural Gas	22-0013-5208-06	-689.37
05/11/2016	2016036	Speedway Fleet	0461-00-716420-5	-1,584.83
05/11/2016	2016037	Travelers	6JUB-901X864-6-15	-8,890.34
05/11/2016	2016038	Verizon	732928910034807Y	-173.83
<b>May 16</b>				<b>-217,014.14</b>

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Accrual Basis

## District 2 Board of Fire Commissioners

### Cash Balances

All Transactions

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	<u>May 15, 16</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
100.1 · TD BANK - Business checking	40,607.31
100.2 · TD Payroll	59,852.06
100.3 · TD Money Market (Cap Impr)	239,931.78
100.4 · TD Bank - Money Market #2	1,581,788.33
Total Checking/Savings	<u>1,922,179.48</u>
Total Current Assets	<u>1,922,179.48</u>
<b>TOTAL ASSETS</b>	<u><u>1,922,179.48</u></u>
<b>LIABILITIES &amp; EQUITY</b>	0.00

**District 2 Board of Fire Commissioners**  
**Transaction Detail By Account**  
 January through December 2016

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 05/11/16  
 Accrual Basis

Type	Date	Name	Memo	Amount
<b>Cost of Operations and Maintena</b>				
<b>A-12 Total costs of Operations</b>				
<b>Purchase of Assets (Not Capital</b>				
<b>445 · Replacement of Equipment</b>				
Bill	03/17/2016	Home Depot	Air Compressor - St 56	439.00
Total 445 · Replacement of Equipment				439.00
<b>445.5 · Pagers</b>				
General Journal	03/10/2016			-1,415.00
Total 445.5 · Pagers				-1,415.00
<b>Total Purchase of Assets (Not Capital</b>				
<b>424 · Training</b>				
Bill	02/10/2016	HealthQuest Community Education	CPR Cards	115.00
Bill	02/16/2016	Penn Well / FDIC 16	FDIC - Chicago	5,660.00
General Journal	02/16/2016	Penn Well / FDIC 16	Adjustment	-4,550.00
Bill	03/02/2016	Monmouth County Fire Academy	WVFC Members - ICS 200	150.00
Bill	03/10/2016	Hanson, Justin	REIMB	38.81
Bill	03/17/2016	Mergner, Joseph	Reimb/Youth Firesetter Course / Propane for extinguisher training	85.67
Bill	04/14/2016	LaQuinta Inn Indianapolis East	FDIC Conference	307.45
Bill	04/14/2016	LaQuinta Inn Indianapolis East	To be credited (dr to Trust Account)	1,229.81
General Journal	04/14/2016	LaQuinta Inn Indianapolis East	TRANSFER	-1,229.81
Bill	05/11/2016	IFSTA		333.00
Bill	05/11/2016	Poppe, Adam	Reimb/FDIC Expenses	2,419.44
General Journal	05/11/2016	Poppe, Adam	FDIC Conference	-2,419.44
Total 424 · Training				2,139.93
<b>428 · Clothing/PPE</b>				
Bill	03/17/2016	Municipal Emergency Services Inc	Commissioner (Ryan) Jacket	249.00
Bill	03/17/2016	Municipal Emergency Services Inc	Uniforms/Clothing Hanson	402.00
Bill	03/22/2016	Continental Fire & Safety Inc	R & M Helmets	587.50
Bill	04/04/2016	Witmer Public Safety Group/The Fire Store	Clothing Allowance - Poppe, A	431.00
Bill	04/14/2016	Witmer Public Safety Group/The Fire Store	Clothing Allowance-Zimmerman	528.99
Bill	05/11/2016	Quartermaster	Clothing allowance/Poppe J	121.77
Bill	05/11/2016	This & That Uniforms	CLASS A UNIFORMS	5,705.00
Bill	05/11/2016	GOLDEN RULE CREATIONS	Patches	212.09
Bill	05/11/2016	Witmer Public Safety Group/The Fire Store	Clothing Allowance/A Poppe	105.00
Total 428 · Clothing/PPE				8,342.35
Total A-12 Total costs of Operations				9,506.28
Total Cost of Operations and Maintena				9,506.28
<b>TOTAL</b>				<b>9,506.28</b>

District 2 Board of Fire Commissioners  
 Profit & Loss Budget Performance

January through December 2016

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Accrual Basis

	Jan - Dec 16	Budget	Jan - Dec 16	YTD Budget	Annual Budget
<b>Income</b>					
B-2 Total Anticipated Revenue					
A-7 Total UFSA Revenues					
Annual Registration Fees					
311.1 - LEA Fees (State) Current Yr D2	6,491.23				
311.1.1 - LEA Fees (State) Current Yr D1	1,301.30				
311.2 - D2 Local Reg Fees Current Yr	6,317.50				
311.2.1 - D1 Local Reg Fees Current Yr	3,968.70				
311.3 - D2 Permit Fees Current Year	1,300.00				
311.3.1 - D1 Permit Fees Current Year	210.00				
311.4 - Other UFSA Fees D2	110.00				
311.4.1 - D1 Other UFSA Fees	225.00				
311.5 - Penalties - Current Year D2	2,469.00				
311.5.1 - Penalties Current Year D1	482.50				
312.1 - LEA Fees (State) Prior Year D2	941.20				
312.1.1 - LEA Fees (State) Prior Year D1	1,445.93				
312.2 - Local Reg Fees Prior Year D2	2,120.00				
312.2.1 - Local Reg Fees Prior Year D1	932.50				
312.3 - Permit Fees Prior Year D2	126.00				
312.3.1 - Local Permit Fees Prior Year D	42.00				
Total Annual Registration Fees	28,492.86				
311.6 - Dedicated Penalties D2	500.00				
A-7 Total UFSA Revenues - Other	0.00				
Total A-7 Total UFSA Revenues	28,992.86	71,973.00	28,992.86	71,973.00	71,973.00
R-1 Total Fund Balance Utilized					
A-1 Unrestricted Fund Balance	0.00		0.00		
Total R-1 Total Fund Balance Utilized	0.00	221,000.00	0.00	221,000.00	221,000.00
R-2 Total Misc Revenues Anticip					
A-4 Interest on Investments	1,323.29		1,323.29		
Rental Income					
302.1 - Rental Income	3,168.25		3,168.25		
Rental Income - Other	1,062.75		1,062.75		
Total Rental Income	4,251.00		4,251.00		
Total R-2 Total Misc Revenues Anticip	5,574.29		5,574.29		
R-5 Raised by Taxation					
302 - Township Tax Income	314,473.44		314,473.44		
Total R-5 Raised by Taxation	314,473.44		314,473.44		
Total B-2 Total Anticipated Revenue	349,030.59	1,793,848.00	349,030.59	1,793,848.00	1,793,848.00
49900 - Uncategorized Income	905.00		905.00		
Total Income	349,935.59	1,793,848.00	349,935.59	1,793,848.00	1,793,848.00
Cost of Goods Sold					
50000 - Cost of Goods Sold					
435.1 - Insurance Premiums/Work Comp	46,494.10		46,494.10		
Total COGS	46,494.10		46,494.10		
Gross Profit	303,441.49	1,793,848.00	303,441.49	1,793,848.00	1,793,848.00
Expense					
A-11 Administration Other Expen					
418 - Professional Services	12,248.00	50,000.00	12,248.00	50,000.00	50,000.00
420 - Office Supplies	2,653.77	4,000.00	2,653.77	4,000.00	4,000.00
421.3 - Election	1,023.15	1,500.00	1,023.15	1,500.00	1,500.00
422 - Travel Expense	0.00	200.00	0.00	200.00	200.00
Total A-11 Administration Other Expen	15,924.92	55,700.00	15,924.92	55,700.00	55,700.00
A-8 Salary & Wages					
Administration Fringe Benefits					
413.2 - Social Security - Admin	3,675.03		3,675.03		
413.3 - Medicare - Admin	859.40		859.40		
414.1 - Unemployment - Admin	333.59		333.59		
414.3 - Disability Ins - Admin	111.22		111.22		
427.1 - Health Ins - Admin	66,397.90		66,397.90		
Administration Fringe Benefits - Other	0.00		0.00		
Total A-8 Salary & Wages	71,073.14	194,494.00	71,073.14	194,494.00	194,494.00

District 2 Board of Fire Commissioners  
Profit & Loss Budget Performance

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Accrual Basis

January through December 2016

	Jan - Dec 16	Budget	Jan - Dec 16	YTD Budget	Annual Budget
<b>Total Administration Fringe Benefits</b>					
412.2 - Office Staff (G. Jamison)	73,377.14	194,494.00	73,377.14	194,494.00	194,494.00
412.21 - Rauch	22,989.66		22,989.66		
419.1 - Commissioner Salaries	37,167.08		37,167.08		
A-9 Salary & Wages - Other	2,187.50	8,750.00	2,187.50	8,750.00	8,750.00
	0.00	439,682.00	0.00	439,682.00	439,682.00
<b>Total A-9 Salary &amp; Wages</b>	135,721.38	642,926.00	135,721.38	642,926.00	642,926.00
<b>Cost of Operations and Maintena</b>					
<b>A-10 Salary &amp; Wages</b>					
<b>Operational Fringe Benefits</b>					
Health In	-6,955.96		-6,955.96		
Medicar	1,982.96		1,982.96		
Social Se	8,478.82		8,478.82		
414 - Unemployment	824.56		824.56		
414.2 - Disability Insurance	274.89		274.89		
416 - unknown fringe benefits	66,753.87		66,753.87		
<b>Operational Fringe Benefits - Other</b>	0.00		0.00		
<b>Total Operational Fringe Benefits</b>	71,359.16	64,644.00	71,359.16	64,644.00	64,644.00
412.1 - Lieutenant (Mergner)	38,104.96		38,104.96		
412.11 - Firefighter (Poppe)	26,453.92		26,453.92		
412.12 - Firefighter (Hanson)	24,910.59		24,910.59		
412.15 - Firefighter (Poppe A)	20,405.20		20,405.20		
412.16 - Firefighter (Zimmerman)	31,928.76		31,928.76		
412.2 - (Per Diem)	980.00		980.00		
412 - Overtime	930.45		930.45		
<b>A-10 Salary &amp; Wages - Other</b>	0.00		0.00		
<b>Total A-10 Salary &amp; Wages</b>	214,771.06	160,906.00	214,771.06	160,906.00	160,906.00
<b>Total A-12 Total costs of Operations</b>		225,550.00		225,550.00	225,550.00
<b>Purchase of Assets (Not Capital</b>					
445 - Replacement of Equipment	439.00		439.00		
445.1 - Extrication Equipment	0.00	54,400.00	0.00	54,400.00	54,400.00
445.2 - SCBA	0.00	7,500.00	0.00	7,500.00	7,500.00
445.3 - Hose	0.00	25,000.00	0.00	25,000.00	25,000.00
445.5 - Pagers	-1,415.00	5,000.00	-1,415.00	5,000.00	5,000.00
<b>Total Purchase of Assets (Not Capital</b>	-976.00	96,900.00	-976.00	96,900.00	96,900.00
421.5 - Advertising	960.10		960.10		
421.6 - Rental Charges	0.00	2,500.00	0.00	2,500.00	2,500.00
421.7 - Supplies Expense	6,610.11	38,000.00	6,610.11	38,000.00	38,000.00
421.7.1 - Fuel	0.00	10,000.00	0.00	10,000.00	10,000.00
424 - Training	2,139.93	25,000.00	2,139.93	25,000.00	25,000.00
425 - Other Rentals	7,500.00	15,000.00	7,500.00	15,000.00	15,000.00
428 - Clothing/PPE	8,342.95	40,500.00	8,342.95	40,500.00	40,500.00
433 - Utilities	14,549.63	25,000.00	14,549.63	25,000.00	25,000.00
435 - Insurance	11,382.48	60,000.00	11,382.48	60,000.00	60,000.00
435.2 - Physicals	7,530.00	155,000.00	7,530.00	155,000.00	155,000.00
442 - Maintenance and Repair		8,000.00		8,000.00	8,000.00
442.1 - Building Maintenance	15,034.93		15,034.93		
442.2 - Radio Repair	1,711.38		1,711.38		
442.3 - R & M SCBARs	1,470.59		1,470.59		
442.4 - R & M Apparatus	42,529.16		42,529.16		
442.5 - R & M Extinguishers	178.90		178.90		
442 - Maintenance and Repair - Other	560.42		560.42		
<b>Total 442 - Maintenance and Repair</b>	61,485.38	140,000.00	61,485.38	140,000.00	140,000.00
444 - Fire Bureau Expense	0.00	4,777.00	0.00	4,777.00	4,777.00
<b>Total A-12 Total costs of Operations</b>	119,523.88	620,677.00	119,523.88	620,677.00	620,677.00
<b>480 - LOSAP</b>	0.00	40,000.00	0.00	40,000.00	40,000.00
<b>Total Cost of Operations and Maintena</b>	334,294.94	886,227.00	334,294.94	886,227.00	886,227.00
<b>E-3 Total Approp offset with Re</b>					
460 - Shared Services Amendment 2015					
461 - Salary-Fire Inspector	3,347.00		3,347.00		
461.0.0 - Fringe Benefits Dist 1 09272015	16,183.50		16,183.50		
461.1 - Fire Bureau Fringe Benefits					
461.1.1 - Social Security-PT Fire Inspect	207.52		207.52		
461.1.2 - Medi-PT Fire Inspector	48.56		48.56		
461.1.3 - Unempl-PT Fire Inspector	20.09		20.09		
461.1.4 - Disability-PT Fire Inspector	6.70		6.70		
461.1 - Fire Bureau Fringe Benefits - Other	0.00		0.00		

District 2 Board of Fire Commissioners  
 Profit & Loss Budget Performance

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 05/11/16

Accrual Basis  
 January through December 2016

	Jan - Dec 16	Budget	Jan - Dec 16	YTD Budget	Annual Budget
Total 461.1 - Fire Bureau Fringe Benefits	282.87	4,400.00	282.87	4,400.00	4,400.00
462 - Fire Bureau Operational Expense	7,583.00	27,573.00	7,583.00	27,573.00	27,573.00
Total 460 - Shared Services Amendment 2015	27,396.37	71,973.00	27,396.37	71,973.00	71,973.00
Total E-3 Total Approp offset with Re	27,396.37	71,973.00	27,396.37	71,973.00	71,973.00
E-9 TOTAL DEBT SERVICE APPROPRI					
Capital Leases					
456.1 - Fire Apparatus	113,813.22	113,813.00	113,813.22	113,813.00	113,813.00
457.1 - Fire Apparatus Interest	23,208.34	23,209.00	23,208.34	23,209.00	23,209.00
Total Capital Leases	137,021.56	137,022.00	137,021.56	137,022.00	137,022.00
Total E-9 TOTAL DEBT SERVICE APPROPRI	137,021.56	137,022.00	137,021.56	137,022.00	137,022.00
66000 - Payroll Expenses	2,108.68		2,108.68		
Total Expense	652,487.85	1,793,848.00	652,487.85	1,793,848.00	1,793,848.00
Net Income	-349,026.36	0.00	-349,026.36	0.00	0.00



District 2 Monthly Report for Mayl 2016

**Calls for April**

**Districtwide: Fires – 63, EMS – 36**

**Day Shift**

Station 56-1

Total Runs: 36

EMS: 25

Fire: 11

Out of First Due Area: 1

Drills: 3

Station 57

Total Runs: 15

EMS: 8

Fire: 7

Still: 1

Out of First Due Area: 5

Drills: 2

**Companies;**

Station 56

Total Runs: 23

Out of First Due Area: 3, 1 out of town

Drills: 3

Station 57

Total Runs: 12

Out of First Due Area: 8

Drills: 0

**Company Reports;**

Station 56

See Chief for further details

Station 57

See Chief for further details

**Station Needs;**

## Station 56-1

Generator. Need to go out for Bid. Bid package is prepared, need resolution. Have we done a Load Study? We have a 600amp Main here but have been quoting a 400 amp generator.

Sidewalk repair. No Progress.

Roof Replacement.

## Station 57

Lighting on Apparatus floor. No Progress.

Training Room needs to keep an eye on the budget to find monies for the work.

### **LOSAP;**

Need to discuss with Braslow recent Comptroller report and any changes needed for compliance.

### **Physicals;**

Final on site physicals was completed. One member from first physical remains not cleared. One member from this past physical also is not cleared. Members who did not have physical were advised they must follow up on their own and will not be allowed to respond until physicals have been completed. Gear has been pulled.

There are two members on the per-diem list who have not completed physicals.

### **Apparatus;**

Aerial testing was completed. Some deficiencies noted on both ladders.

5605 is being scheduled for repair of hydraulic leaks.

5705 is being looked at for issue with Aerial PTO and intercom problem is being researched with Rosenbaugher

All other issues are minor in nature and should be able to be handled in house

### **Equipment;**

Repairs made in house to a few pieces of equipment.

SCBA Bench Testing will begin this month

Cylinder hydro testing has begun

### **Training;**

FDIC has been completed. All members who attended came back with a lot of information and are working on setting up a training class to review what they learned with the companies.

Myself and Poppe III will be attending training on new County CAD on Thursday May 12.

**Other;**

Met with District 1 Auditor. Report should be available to be presented to the Board at the June meeting.

**Bureau;**

Station 56 Area

Inspections: 19  
Reinspections: 25  
Complaints: 1  
Permits: 1

Station 57 Area

Inspections: 20  
Reinspections: 25  
Complaints: 0  
Permits: 1

SFGA/Outlet Mall:

Inspections: 77  
Reinspections: 105  
Permits: 25

Received letter from DFS. Working on response letter.

**Purchases;**

None that hasn't already been approved

**Requests to Purchase**

No Requests

**jacksonbofc2**

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**From:** jpoppeiii@jacksonfiredistrict2.org  
**Sent:** Tuesday, May 10, 2016 6:57 AM  
**To:** Ginne Jamison  
**Subject:** Comp. Time

Ginnie,

Can I get a 80 hour buy out of my comp. time for this commissioners meeting?

John E Poppe III  
Firefighter/EMT  
Jackson Fire District #2  
Office 732-928-9100 X111  
Cell 732-433-1681



2120 West County Line Road  
Jackson, NJ 08527  
732-364-0088

001585

JACKSON TWSP BOARD OF  
FIRE COMM.-DIST 1 30  
81 S. HOPE CHAPEL RD 0  
JACKSON NJ 08527 0

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Business Mobile Banking has arrived!  
With your qualified mobile device you are able to:  
. View account balances & recent history  
. Transfer funds between your Harmony Accounts  
. Secure and Easy to use  
. Coming Soon-Business Mobile Deposit for qualified businesses  
Stop by your local branch for more information regarding this service  
now available.

=====  
Harmony Business Checking ACCOUNT 11000510  
=====

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT .....			03/31/16	524,595.41
BALANCE THIS STATEMENT .....			04/29/16	524,595.41
TOTAL CREDITS (0)	.00			
TOTAL DEBITS (0)	.00			

- - - - - I N T E R E S T - - - - -

AVERAGE LEDGER BALANCE: .00 INTEREST EARNED: .00  
INTEREST PAID THIS PERIOD: .00 DAYS IN PERIOD:  
ANNUAL PERCENTAGE YIELD EARNED: .00%

- - - ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES - - -

*****					
*		TOTAL FOR		TOTAL	*
*		THIS PERIOD		YEAR TO DATE	*
-----*					
* TOTAL OVERDRAFT FEES:		\$ .00		\$ .00	*
-----*					
* TOTAL RETURNED ITEM FEES:		\$ .00		\$ .00	*
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