



Forest Grove Board of Fire Commissioners August 23, 2016 - Meeting Minutes

1. Call to Order: 19:00 hours

1. Members Present

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

Public Present & Others:

Mark Mastro – Fire Company President

Tamara Ardito – DTA Solutions

Terrence McCalmont – Non Resident – Fire Company Finance Committee

Kenneth Hack – Resident – Firefighter

2. Reading of the minutes of the previous meeting

- a. Motion to accept minutes as read Thomas Bellone Sr.
2nd Scott Graiff

Changes: None

3. Communications

A thank you card was received from Leasing 2, purchase of the new rescue truck.

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

- a. Motion to pay all bills - Mykola Myronowskyj
2nd Thomas Bellone Sr.

Notes:

Last month 2 checks were accidentally printed by the system due to a system error. Check # 11176 and 11181 were canceled and the system error was corrected. The checks were never mailed and have been voided by the Treasurer.

The replacement check to Foremost Productions was issued. Please refer to old business for details.



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5. Treasurers Report

Please refer to the attached report.

- a. Motion to accept Treasurers report as read – Samuel Scapellato
2nd – Thomas Bellone Sr.

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. Andrew Bellone Jr. spoke with a representative of Interstate Mobile Care. They are sending the Board a pricing schedule via e-mail for review at the next meeting.

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. Andrew Bellone Jr. spoke with a representative of Interstate Mobile Care. They are sending the Bard a pricing schedule via e-mail for review at the next meeting.

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 had been tabled to this meeting so that the absent Board members can review. The letter was approved and signed by the Chairman. The letter will be scanned and copied for the file and then mailed to Weir & Partners.

The blue light permits were re-submitted with the Board of Fire Commissioners letter. To date none of the applicants have received a response from MVC.

New member application was received from Kristian Anderson. His application was reviewed and rejected for various reasons. The applicant was sent a letter from the Board of Fire Commissioners explaining why his application was rejected. His application was returned to the Chief of the Department to file.



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6. Old Business continued

The Board received via e-mail the documentation showing that the check to Foremost Productions that they attempted to deposit and was over 90 days old, was rejected by the bank. The old check number is 10910 in the amount of \$388.08. The documentation was reviewed and found to be accurate. A new check #11202 in the amount of \$388.08 was issued.

7. New Business

A training proposal was received from Fireground Operations Training Inc. that outlines a 14 hour basic pump operations program. The cost of this training is \$1,300.00. Scott Graiff went over the proposal and discussed its need to the Board. All Board members agreed that the training was necessary. There was a question raised that 3 bids may be needed as the cumulative cost of training that was received from the Fireground Operations Training company may exceed the threshold. Mykola Myronowskyj stated that he would reach out to Ed Paul (Auditor) and receive the determination of the need for 3 bids.

The Board received 2 documents from HGAC, the fully executed the HGAC contract and the HGSC order confirmation. These documents were given to the Chairman and will be filed.

The Board received a letter from VFIS (Glatfelter Claims Management, Inc) stating that the claim for damages will be closed. Claim # NJTR216050912-00002, date of loss 5-16-2016.

A new member application was received from Kristian Anderson for membership to the Fire Department as a social member only. Since the applicant would have access to the Fire Department and its contents, a criminal background check was warranted. This background check was completed and his application was submitted to the Board for sponsorship and signature. The Board members signed the application and it was handed to the Fire Company President for further actions.

A new membership application was received for Tyler Tarquinio. Tyler submitted his application back in April of 2016, however he was not 16 years old at that time. He asked that his application be held on file until his 16th birthday on August 17th, 2016. His application is for a junior member ergo a background check does not need to be completed. His application was submitted to the Board for sponsorship and signature. The Board members signed the application and it was handed to the Fire Company President for further actions.



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8. Public Comments

Chief of the Fire Department: Not Present

President of the Fire Department:

Mark Mastro, President of the Fire Company opened the discussion for the renewal of the Rent & Lease Agreement between the Board of Fire Commissioners and the Forest Grove Volunteer Fire Company Station 43-5. A number of ideas were exchanged and reports of the utilities paid were provided to the President. There were many questions raised that required clarification. Specific questions related to budgeted funds and insurance will be handled by Mykola Myronowskyj and will be taken to the appropriate entities for answers. The President was asked to write a proposal and a basic outline of costs to include the utilities, mortgage and other associated rental costs to provide a baseline figure.

Others: None

9. Adjournment

**a. Motion to adjourn – Samuel Scapellato
2nd – Scott Graiff**

Meeting was adjourned at: 20:05 hours.

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



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7:01 PM
08/23/16
Accrual Basis

Franklin Township Fire District No 4
Balance Sheet
As of August 31, 2016

	Aug 31, 16
ASSETS	
Current Assets	
Checking/Savings	
Newfield Na Bk 0505	-21,281.25
Newfield Savings 9924	440,687.33
Total Checking/Savings	419,406.08
Total Current Assets	419,406.08
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	
Accumulated Deprec	-1,198,294.00
Assets Equipment	802,651.00
Vehicles	1,297,831.00
Total Fixed Assets	902,188.00
Total Fixed Assets	990,142.00
TOTAL ASSETS	1,409,548.08
LIABILITIES & EQUITY	
Liabilities	444,057.33
Equity	965,490.75
TOTAL LIABILITIES & EQUITY	1,409,548.08



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6:59 PM
08/23/16
Accrual Basis

**Franklin Township Fire District No 4
Transactions This Month
As of August 31, 2016**

Type	Date	Num	Name	Amount
Newfield Na Bk 0505				
Bill Pmt -Check	08/23/2016	11191	Allonardo Bros.	-67.18
Bill Pmt -Check	08/23/2016	11192	Atlantic City Cycle Center	-370.78
Bill Pmt -Check	08/23/2016	11193	Atlantic City Electric	-637.01
Bill Pmt -Check	08/23/2016	11194	Colucci Lumber Co.	-21.88
Bill Pmt -Check	08/23/2016	11195	Comcast	-4.06
Bill Pmt -Check	08/23/2016	11196	D&H Auto Supplies	-74.65
Bill Pmt -Check	08/23/2016	11197	Dennis Allonnardo	-94.62
Bill Pmt -Check	08/23/2016	11198	DTA Solutions Enterprises LLC	-110.00
Bill Pmt -Check	08/23/2016	11199	Elmer Door Co. Inc.	-516.00
Bill Pmt -Check	08/23/2016	11200	Eurofin's	-97.00
Bill Pmt -Check	08/23/2016	11201	Fireground Operation Training	-2,000.00
Bill Pmt -Check	08/23/2016	11202	Foremost Promotions	-388.08
Bill Pmt -Check	08/23/2016	11203	Forest Grove Fire Co	-870.00
Bill Pmt -Check	08/23/2016	11204	Genna Electric	-99.20
Bill Pmt -Check	08/23/2016	11205	Hoffman, DiMuzio	-875.00
Bill Pmt -Check	08/23/2016	11206	Major Petroleum Ind.	-454.95
Bill Pmt -Check	08/23/2016	11207	Mes PA	-9,642.00
Bill Pmt -Check	08/23/2016	11208	Mykola Myronowskyj	-205.25
Bill Pmt -Check	08/23/2016	11209	Pizza Joe's	-274.90
Bill Pmt -Check	08/23/2016	11210	South Jersey Gas	-27.21
Bill Pmt -Check	08/23/2016	11211	Staples	-388.06
Bill Pmt -Check	08/23/2016	11212	TransUnion	-25.00
Bill Pmt -Check	08/23/2016	11213	Vineland Ace Hardware	-409.11
Bill Pmt -Check	08/23/2016	11214	Vineland Auto Electric	-903.26
Total Newfield Na Bk 0505				-18,555.18
Newfield Savings 9924				
Total Newfield Savings 9924				
TOTAL				-18,555.18