



**Forest Grove Board of Fire Commissioners  
April 28<sup>th</sup>, 2015 - Meeting Minutes**

**1. Call to Order: 19:00 - Time**

1. Members Present

- X Andrew Bellone Jr. - Chairman
- X Joseph Jagers - Co Chairman
- X Thomas Bellone Sr. - Treasurer
- X Mykola "Nick" Myronowskyj - Secretary
- X Samuel Scapellato – Asst. Secretary

Public present:

Dennis Allonardo - Chief, Forest Grove Volunteer Fire Company, Station 43-5  
Lou Musto  
Kenneth Hack

**2. Reading of the minutes of the previous meeting**

a. Motion to accept minutes as read

- 1. Thomas Bellone Sr.
- 2. Joseph Jagers

Changes:

None

**3. Communications**

None

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

a. Motion to pay all bills

- 1. Samuel Scapellato
- 2. Mykola Myronowskyj

Notes:

None

**5. Treasurers Report**

Board of Fire Commissioners, District 4, Order of Business, /  
Minutes - rev 4, 04/08/2015



## Forest Grove Board of Fire Commissioners April 28<sup>th</sup>, 2015 - Meeting Minutes

Please refer to the attached report.

a. Motion to accept Treasurers report as read

1. Andrew Bellone
2. Mykola Myronowskyj

Notes:

None

### **6. Public Comments**

None

### **7. Old Business**

1. The Porta-Count fit testing machine purchase was tabled to a future meeting. Mykola Myronowskyj is still working on finding a vendor and a price.
2. Inside of the Morton building, there is a room that currently houses the archived Board of Fire Commissioners documents. This room needs to have a secondary lock to secure our paperwork. Andy Bellone was unable to procure a hasp and lock and have it installed this task will now fall to Samuel Scapellato or Andrew Bellone. Sam or Andrew will also purchase a new lock for the Commissioners office and have it installed.
3. The new lease agreement was not able to be discussed because Mark Mastro, Fire Company President was not present.
4. The latest OPRA request from Cindy Mercz was satisfied. There have been no other OPRA requests. This information was published in the Sentinel. Cindy did state in the article that she was not able to reach Chief Allonardo for comment. She did also state that the Board of Fire Commissioners, District 4 was cooperative with he OPRA requests. It is noted for the record that the Board of Fire Commissioners, District 4, the Governing body of the Forest Grove Volunteer Company, Station 43-5 did instruct the Chief that all communications regarding the public, were to be channeled through the Public Information Officers, Nick Myronowskyj for the Board of Fire Commissioners, and Deputy Chief David Cella regarding operational matters.
5. The Courier Post was announced as the new official news outlet for the Board of Fire Commissioners and the Forest Grove Fire Company Station 43-5. Mykola is obtaining a fee schedule and contact information.

### **7. Old Business continued**



## Forest Grove Board of Fire Commissioners April 28<sup>th</sup>, 2015 - Meeting Minutes

6. Members of the Board of Fire Commissioners have and will continue to attend the Borough of Newfield Town meetings. This attendance is needed to keep up abreast of the changing information and to answer questions that the Mayor and Town Council may have regarding both the mutual aid agreement as well as the shared services agreement, should one be needed. The Newfield town council have read and approved the resolution to re-open the fire department. The name if the new fire department will be Newfield Fire Company. They are currently recruiting members.

### **8. New Business**

1. South Jersey gas sent us a notice that we currently owe \$4,244.73. This is because for over 2 years, the SJ gas employee did not know where the gas meter was and most of the bills that we received were estimated bills. Once the actual meter reading was done, it was revealed that we owe a significant amount. A brief review of the bills that were paid showed that the billing was in fact estimated. We will need to pull the last 2 years of bills and reconcile the billing to make sure that the amount owed is accurate.

2. Dennis Allonardo, Chief of the department was reminded that any PO that is over \$1,000.00 MUST be approved by 2 Board of Fire Commissioners members BEFORE the purchase is made. The Chief is authorized to obtain any pricing, quotes, or estimates needed to support the submission of the PO request and he will wait until the purchase is properly approved before placing the order.

3. A first draft of the proposed shared services agreement was submitted to the Board of Fire Commissioners for review. All members were reminded that this is a draft copy only and it will require more work, especially when it comes to the pricing structure.

Sam Scapellato asked if the shared services agreement included the cost of insurance for our firefighters that would respond to the Borough of Newfield. He was reminded that our firefighters are covered under our insurance and that currently there are not any "Newfield" firefighters. The shared services agreement is for the use of our apparatus and manpower for each single incident.

A brief review of the pricing schedule was done. All personnel present were asked to write their ideas and changes on their copy and to submit them to me so that I can consolidate all ideas onto one document for future review.

### **8. New Business continued**

A discussion was had regarding the per service billing vs. the annual billing. A discussion was had regarding per service billing and that it may be most fair and equitable method of billing for services because the Borough of Newfield will only pay for services that they have already



## Forest Grove Board of Fire Commissioners April 28<sup>th</sup>, 2015 - Meeting Minutes

received. A detailed breakdown of a proposed per service based on the last 2 years of call volume will be completed and reviewed when the workshop is in session.

4. The Chief was reminded that when we enter into a shared services agreement with the Borough of Newfield; all run reports will need to be very detailed to support the billing structure. All of these reports will be public knowledge and subject to OPRA requests.

5. Lou Musto a public member present entered into the conversation without authorization. He performed rudimentary math and interjected that our tax payers pay over \$3200.00 per call. His math was not accurate and he was reminded that this was a Board of Fire Commissioners meeting and that a simple review of the first draft including the pricing structure is what was being done at this point. Lou reacted by stating that “I’m done with you guys, this is nuts, I’m out of here”

6. The Board of Fire Commissioners workshop is scheduled for May 12<sup>th</sup> @ 19:00 to go over the changes that are to be submitted. Once the shared services agreement with the pricing structure revisions is completed, the document will be typed and presented to the Board of Fire Commissioners at our next regular meeting. If the Board agrees to the revisions, the document will be forwarded to the Newfield Mayor and town council for review

7. The new Board of Fire Commissioners, District 4 logo was presented to the Board. There were not any objections to the new logo. This logo will be used on all Board of Fire Commissioners, District 4 correspondence.

### 9. Adjournment

#### a. Motion to adjourn

1. Samuel Scapellato
2. Mykola Myronowskyj

Meeting was adjourned at: 20:12 - Time

Respectfully Submitted,  
Mykola “Nick” Myronowskyj  
Secretary  
Board of Fire Commissioners, District 4