



## Forest Grove Board of Fire Commissioners March 26, 2019 - Meeting Minutes

### 1. Call to Order: 19:00

#### 1. Members Present

- X- Andrew Bellone Jr. - Chairman
- X- Samuel Scapellato - Vice Chairman
- X- Mykola “Nick” Myronowskyj - Secretary
- X- Joseph Scapellato - Treasurer
- \_\_ Thomas Bellone Sr. - Commissioner

Public Present & Others:

**Tamara Ardito – DTA Solutions**

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

A motion to accept minutes as read was made by Joseph Scapellato and seconded by Andrew Bellone Jr. No changes to be made.

### 3. Communications

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

A motion to pay all bills was made by Mykola Myronowskyj and was seconded by Andrew Bellone Jr.

The Wells Fargo payment for the KME will be sent on time avoiding the late fee.

#### 5. Treasurers Report

Please refer to the attached report.

A bill to Glenn Insurance for the auto policy was missed during the last billing period. This was most likely due to the election and reorganization of the Board. Mykola Myronowskyj spoke to Kelly at Glenn insurance and explained the problem. The late payment will be issued at this meeting and Joseph Scapellato will hand deliver the check to the insurance company first thing in the morning. This will avoid a lapse in coverage.

The check issued to Charles Paladino was returned as the payee was listed incorrectly. This error was corrected, and a new check was issued.



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### **5. Treasurers Report continued**

PO number 119151 in the amount of \$7,915.00 was issued on 01-22-19 for the purchase of the ram. This purchase should have been made in December and taken from the 2018 budget. Mykola Myronowskyj spoke to Ed Paul regarding this mistake. A corrective solution is to have the funds allotted from future capitol instead of the equipment budget line item in 2019. This will allow the proper budget figures for this year and can be corrected during the audit next year.

A motion to accept the Treasurer's report was made by Samuel Scapellato and seconded by Mykola Myronowskyj.

### **6. Old Business**

The Commissioners were reminded to check and clear their mailboxes each month.

The petty cash fund in the amount of \$300.00 will be created. Mykola Myronowskyj will create the form and will purchase a petty cash lock box for the Board.

The CPI adjustment for this year's LOSAP award is 2.1%. This will bring the award value to \$1,543.54 per member. 27 members achieved LOSAP for a total of \$41,675.58 sent to be sent to VALIC for LOSAP payments to the members.

Mykola Myronowskyj reached out to George from VALIC and a meeting for members to review their individual accounts is scheduled for 04-0-19.

The MUA's between the Board of Fire Commissioners, District 4 and the City of Bridgeton were confirmed received by the city clerk. A copy of the MUA was provided to the Chief, and the original will be kept on file in the Commissioners office.

### **7. New Business**

The Board received an e-mail that VALIC will be changing its name to AIG. This notice will be shared to all fire company members.

NJ DCA Financial Disclosures will be due next month. As soon as the DCA sends the notification that the disclosure forms are ready, the Board members will meet at the office and Mykola Myronowskyj will assist them with the completion of their forms.

The FGVFC membership application has been updated to include the FDID forms. This new application replaced the old application on the website.



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### **7. New Business continued**

In a cost and materials savings initiative Mykola Myronowskyj suggested that fewer copies of the meeting minutes be printed and issued for review at each meeting. The minutes will be passed around and reviewed by each Board member, once the minutes are approved, they are put on the website. All Board members agreed. That 3 copies will be printed, 1 each for the Secretary for the file, the Chairman of the Board and the Fire Department meeting copy.

The new Board of Fire Commissioners District 4 office is still under construction. Once the new office is completed, the Board will have its meetings in the meeting room instead of the office. This will allow for a more open and public forum for our public meetings.

Mykola Myronowskyj suggested a change to the meeting minutes. Currently we have section 4 bills against the Commission and section 5 Treasurers report. Combining the 2 sections will better streamline the meeting process and will consolidate the information under 1 heading.

### **8. Public Comments**

#### **Chief of the Fire Department:**

Not Present.

The Chief forwarded Mykola Myronowskyj a request to have the following purchases approved.

1. Purchase of up to 10 fire pagers to replace the failing and defunct pagers. The Board approved the purchase up to \$3,130.00.
2. Purchase of up to 6 quick detach SCBA regulator hoses. The hoses are \$747.14 each. These hoses are used in the event that a fire fighter needs to connect their SCBA to another SCBA during a fire fighter emergency. The Board approved the purchase up to \$4,482.84.

**President of the Fire Department:** Not Present

**Others:** Not Present



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**9. Adjournment**

A motion to adjourn the meeting was made by Andrew Bellone Jr., and seconded by Samuel Scapellato.

Meeting was adjourned at 19:30 hours.

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



## Forest Grove Board of Fire Commissioners March 26, 2019 - Meeting Minutes

7:25 PM  
03/26/19  
Accrual Basis

### Franklin Township Fire District No 4 Transactions This Month As of March 31, 2019

Type	Date	Num	Name	Amount
<b>Newfield Na Bk 0505</b>				
Bill Pmt -Check	03/26/2019	11988	Charles V. Paladino	0.00
Bill Pmt -Check	03/26/2019	11989	Charles V. Paladino	0.00
Bill Pmt -Check	03/26/2019	11990	Charles V. Paladino	0.00
Bill Pmt -Check	03/26/2019	11991	Charles V. Paladino	-175.00
Bill Pmt -Check	03/26/2019	11992	Atlantic Switch and Generator	-762.00
Bill Pmt -Check	03/26/2019	11993	Comcast (Xfinity)	-16.96
Bill Pmt -Check	03/26/2019	11994	Comcast 569	-205.64
Bill Pmt -Check	03/26/2019	11995	Courier Post	-77.88
Bill Pmt -Check	03/26/2019	11996	D&H Auto Supplies	-379.00
Bill Pmt -Check	03/26/2019	11997	Dennis Allonnardo	-478.14
Bill Pmt -Check	03/26/2019	11998	DTA Solutions LLC	-110.00
Bill Pmt -Check	03/26/2019	11999	Forest Grove Fire Co	-3,061.32
Bill Pmt -Check	03/26/2019	12000	Genna Electric	-2,850.00
Bill Pmt -Check	03/26/2019	12001	Glenn Insurance, Inc.	-9,029.25
Bill Pmt -Check	03/26/2019	12002	Gloucester County chief Assoc	-150.00
Bill Pmt -Check	03/26/2019	12003	Howell Rescue Systems	-792.00
Bill Pmt -Check	03/26/2019	12004	Major Petroleum Ind.	-780.88
Bill Pmt -Check	03/26/2019	12005	Minotola Fire Company	-80.00
Bill Pmt -Check	03/26/2019	12006	My-Lor Inc	-18.28
Bill Pmt -Check	03/26/2019	12007	Nat Alexander Company, Inc.	-986.00
Bill Pmt -Check	03/26/2019	12008	Pizza Joe's	-65.15
Bill Pmt -Check	03/26/2019	12009	Public Saftey Outfitters	-374.98
Bill Pmt -Check	03/26/2019	12010	Staples	-250.57
Bill Pmt -Check	03/26/2019	12011	TransUnion	-50.00
Bill Pmt -Check	03/26/2019	12012	VALIC	-41,675.58
Bill Pmt -Check	03/26/2019	12013	Verizon Wireless 197	-106.37
Bill Pmt -Check	03/26/2019	12014	Vineland Ace Hardware	-684.77
Bill Pmt -Check	03/26/2019	12015	Vineland Auto Electric	-1,005.32
Bill Pmt -Check	03/26/2019	12016	Weber's Power Equipment Inc.	-547.23
Bill Pmt -Check	03/26/2019	12017	Wireless Communications	-843.03
Total Newfield Na Bk 0505				-65,555.35
<b>Newfield Savings 9924</b>				
Deposit	03/27/2019			108.37
Total Newfield Savings 9924				108.37
<b>TOTAL</b>				<b>-65,446.98</b>



## Forest Grove Board of Fire Commissioners March 26, 2019 - Meeting Minutes

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03/26/19  
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### Franklin Township Fire District No 4 Balance Sheet As of March 31, 2019

	Mar 31, 19
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Newfield Na Bk 0505	-47,520.57
Newfield Savings 9924	440,057.49
<b>Total Checking/Savings</b>	392,536.92
<b>Total Current Assets</b>	392,536.92
<b>Fixed Assets</b>	
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
<b>Total Fixed Assets</b>	990,142.00
<b>TOTAL ASSETS</b>	<b>1,382,678.92</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	444,258.62
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	149,146.72
Net Income	-207,384.05
<b>Total Equity</b>	938,420.30
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,382,678.92</b>