



## Forest Grove Board of Fire Commissioners November 27, 2018 - Meeting Minutes

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

#### 1. Members Present

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

#### Public Present & Others:

Tamara Ardito – DTA Solutions  
Dennis Allonardo – Fire Company Chief  
Mark Mastro – Fire Company President

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

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

### 3. Communications

None.

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

A motion to pay all bills was made by Joseph Scapellato and was seconded by Andrew Bellone Jr. Please refer to the attached report.

### 5. Treasurers Report

Thomas Bellone Sr. reported that the Comcast and Verizon accounts were in arrears. There seemed to be an issue with the amount that was owed and the amount that was billed last month. An invoice and a payment crossed in the mail. This issue was corrected tonight.

A motion to accept Treasurers report as read was made by Mykola Myronowskyj and was seconded by Samuel Scapellato.



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### **6. Old Business**

The 1993 Pierce Heavy Rescue was sold to the Millers Creek Volunteer Fire Department of Millers Creek North Carolina for the amount of \$20,000.00 minus the 10% commission fee to Brindlee Mountain. The title and a bill of sale were prepared and will be sent to the new owners as soon as the payment is cleared. The transport company will be at the Fire Department to pick up the 1993 Pierce tomorrow. The Chairman will be present when the truck is picked up. The balance of the funds will be deposited into the savings account and will be listed as unexpected miscellaneous income.

A proposal was received from Atlantic Switch and Generator for needed repairs to our generator. The amount of the quote is \$1,434.00. The repairs were completed on 11-26-18. During the repairs an additional issue was identified with the coolant sensor. Atlantic Switch & Generator will send us a quote to replace the sensor.

The VFIS questionnaire was completed and sent to Glenn Insurance.

The 2019 budget that was submitted was returned to the Board by Ed Paul from Ball, Buckley & Seher. Per the State of NJ rules, any change of more than 10%, negative or positive, must be justified in writing. The proposed budget for 2019 does have a number of line items that have changed. The questions were answered and forwarded to Mr. Ed Paul to process and have ready for our next meeting so that it can be accepted.

The City of Bridgeton submitted an initial draft of a Mutual Aid Agreement for the addition of for our Heavy Rescue truck be added to the “mayday box”. The revised draft was sent to the Chief of the City of Bridgeton for review and submission to their City Council. Final signatures and a fully executed agreement by the Board of Fire Commissioners will be completed after Bridgeton’s approvals.

During a review of the building maintenance account for the President it was discovered that due to a bookkeeping error the Chief was paid an extra \$209.99 in January 2018. This issue was discussed with the Chief and the overpayment amount will be used as a credit to be applied to the next reimbursements to the Chief.

### **7. New Business**

The new Command vehicle is in service. The final acceptance certificate has been issued, and the vehicle has been added to our insurance coverage. The first payment to Leasing 2 for this vehicle is due in March of 2019. There were 2 minor issues that were discovered after delivery. The radio antenna and the window tint. The radio antenna issue was corrected by First Priority and the window tint will be installed next week.



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

A PO was submitted by the Chief for a range finder. The Chief was asked to clarify the need for the purchase. The Chief advised us that the tool will be used to quickly measure the distance when dealing with long driveway hose runs. This tool will be primarily housed in the Command Vehicle. The Chief made the notations on the PO for the tools use.

The 2019 Proposed Fire District budget was read and voted to approve. The vote is recorded below:

Andrew Bellone Jr – Aye  
Samuel Scapellato – Abstain  
Mykola Myronowskyj – Aye  
Thomas Bellone Sr. – Aye  
Joseph Scapellato – Aye

The proposed budget for 2019 was approved by the Board and will be sent to the DCA for review and approval.

The 2019 budget hearing will be held at the next regular meeting on 12-26-18. Petitions for nominations for 2 Commissioner positions are due to the Board Secretary no later than December 26, 2018. A copy of this legal notice is attached to these minutes.

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

### **8. Public Comments**

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

Dennis Allonardo requested an end of year funds breakdown so that he would know what was available for the remaining repairs and scheduled maintenance. The Board reviewed the budget and the funds that were remaining and there are a few expenditures that the Chief will need to hold off on until the following budget year. The regular vehicle maintenance, oil changes and the ladder testing will be completed as needed.

#### **President of the Fire Department:**

Mark Mastro advised that the vehicle titles and other important documents have been moved from the bank safe deposit box and are moved to the fire safe located in the fire house. This fire safe is located inside of the fire department safe.



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**8. Public Comments continued**

**Others:** None

**9. Adjournment**

A motion to adjourn the meeting was made by Mykola Myronowskyj and was seconded by Samuel Scapellato. The meeting was adjourned at 19:57.

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



## Forest Grove Board of Fire Commissioners November 27, 2018 - Meeting Minutes

7:31 PM  
11/27/18  
Accrual Basis

### Franklin Township Fire District No 4 Balance Sheet As of November 30, 2018

	Nov 30, 18
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Newfield Na Bk 0505	-9,021.55
Newfield Savings 9924	474,927.73
<b>Total Checking/Savings</b>	465,906.18
<b>Total Current Assets</b>	465,906.18
Fixed Assets	990,142.00
<b>TOTAL ASSETS</b>	<b>1,456,048.18</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	444,098.52
Equity	1,011,949.66
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,456,048.18</b>



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7:29 PM  
11/27/18  
Accrual Basis

### Franklin Township Fire District No 4 Transactions This Month As of November 30, 2018

Type	Date	Num	Name	Amount
<b>Newfield Na Bk 0505</b>				
Bill Pmt -Check	11/27/2018	11892	Action Uniform Co	-178.00
Bill Pmt -Check	11/27/2018	11893	Andrew Bellone	-1,400.00
Bill Pmt -Check	11/27/2018	11894	Atlantic Switch and Generator	-1,434.00
Bill Pmt -Check	11/27/2018	11895	Comcast (Xfinity)	-15.96
Bill Pmt -Check	11/27/2018	11896	Comcast 569	0.00
Bill Pmt -Check	11/27/2018	11897	Cumberland County Fire Acade...	-300.00
Bill Pmt -Check	11/27/2018	11898	DTA Solutions LLC	-110.00
Bill Pmt -Check	11/27/2018	11899	First Priority Emergency Vehicles	-1,698.00
Bill Pmt -Check	11/27/2018	11900	Forest Grove Fire Co	-2,736.28
Bill Pmt -Check	11/27/2018	11901	Gen-el Safetv & Industrial Prod...	-363.00
Bill Pmt -Check	11/27/2018	11902	Joseph Scapellato	-1,400.00
Bill Pmt -Check	11/27/2018	11903	Joseph Vallo	-1,000.00
Bill Pmt -Check	11/27/2018	11904	M.A.S.E. Concepts	-977.20
Bill Pmt -Check	11/27/2018	11905	Major Petroleum Ind.	-617.06
Bill Pmt -Check	11/27/2018	11906	Mes PA	-976.00
Bill Pmt -Check	11/27/2018	11907	Mykola Myronowskyj	-1,650.00
Bill Pmt -Check	11/27/2018	11908	Pizza Joe's	-104.10
Bill Pmt -Check	11/27/2018	11909	Sam Scapellato	-1,400.00
Bill Pmt -Check	11/27/2018	11910	Staples	-234.33
Bill Pmt -Check	11/27/2018	11911	SUTPHEN EAST CORPORATI...	-33.31
Bill Pmt -Check	11/27/2018	11912	Thomas L. Bellone	-1,650.00
Bill Pmt -Check	11/27/2018	11913	TransUnion	-25.00
Bill Pmt -Check	11/27/2018	11914	U.S.Postal Service	-100.00
Bill Pmt -Check	11/27/2018	11915	Verizon Wireless 197	-150.64
Bill Pmt -Check	11/27/2018	11916	Vineland Ace Hardware	-505.28
Bill Pmt -Check	11/27/2018	11917	Vineland Auto Electric	-265.24
Bill Pmt -Check	11/27/2018	11918	Comcast 569	-420.62
Total Newfield Na Bk 0505				-19,744.02
<b>Newfield Savings 9924</b>				
Total Newfield Savings 9924				
<b>TOTAL</b>				<b>-19,744.02</b>



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### LEGAL NOTICE

THE COMMISSIONERS OF TOWNSHIP OF FRANKLIN FIRE DISTRICT 4 (FOREST GROVE) IN THE COUNTY OF GLOUCESTER; DO HEREBY GIVE NOTICE TO THE RESIDENTS OF SAID DISTRICT THAT THERE WILL BE A PUBLIC HEARING OF THE 2019 PROPOSED FIRE DISTRICT BUDGET ON WEDNESDAY, DECEMBER 26<sup>th</sup>, 2018 FROM 7 TO 8 PM AT THE FOREST GROVE VOL. FIRE COMPANY, 1635 FOREST GROVE RD, VINELAND NJ, 08360.

COPIES OF THE PROPOSED BUDGET CAN BE OBTAINED FROM SECRETARY MYKOLA MYRONOWSKYJ BY E-MAILING A REQUEST TO BOFCDISTRICT4@GMAIL.COM. A COPY OF THE PROPOSED 2018 BUDGET WILL ALSO BE AVAILABLE DURING THE HEARING.

NOMINATING PETITIONS FOR (2) SEATS (EACH 3 YEARS TERMS) ON THE BOARD OF FIRE COMMISSIONERS. TOWNSHIP OF FRANKLIN VOTING DISTRICTS 4 & 9 (FOREST GROVE) CAN BE OBTAINED FROM THE SECRETARY BY EMAILING YOUR REQUEST TO THE ABOVE E-MAIL ADDRESS. THE ORIGINAL PETITION MUST BE FILED WITH THE SECRETARY OF THE BOARD OF FIRE COMMISSIONERS, DISTRICT 4 NO LATER THAN DECEMBER 26<sup>th</sup>, 2017.

Mykola Myronowskyj

Secretary

Board of Fire Commissioners, District 4

Township of Franklin, Gloucester County NJ