

September 10, 2015

Meeting duly advertised and called to order at 7:00pm with reading of the Open Public Records statement and Pledge of Allegiance.

Commissioners' Symons, Poppe Jr., Rubio, and Wickham in attendance as well as Attorney Rich Braslow, District 1 Commissioners M. Fleming and R. Redington, Fire Dist 1 Employee S. Rauch.

CVFC represented by Chief Alchevsky.

Attorney's Report

The Township is holding the Ordinance (Consolidation) until Finance Board approval is received. Board was updated on emails received by various districts requesting information under OPRA and advised that they are legitimate.

Chief's Report/ CVFC

Chief reported that NFIRS are up to date. Vehicle use addendum received and passed out to officers. States he has monthly reports but forgot them at home – Will drop off to the office tomorrow to scan/email to Board members. Also, LOSAP paperwork is being prepared.

2 purchase requests were submitted for training and approved.

Requested clarification as to gym membership and/or reimbursement. Board will reimburse ½ of membership costs up to \$20 per month.

Motor vehicle crash of 5/5/15 will be reviewed in closed session.

Budget requests for 2016 were submitted

The Board advised CVFC that if the Company is going to be short manpower (Wildwood FF Convention) to let the Board know and paid personnel may be called in.

Water rescue team discussed. Board wants to determine if there's an interest from fire company members prior to committing financially.

Career Lt/FF Report Apparatus maintenance and repair; progress. Purchase request (helmets) submitted and approved.

District 1's computer technician will be here to review what we have and what we need. Will provide an estimate.

Commissioner Rubio advised that it was ok to paint 5639 but he wouldn't be able to get the Ordinance done in time before cold weather begins.

Motion by Commissioner Poppe, 2nd by Commissioner Rubio to go to close session; approved at 1940 hours.

Motion to reopen meeting by Commissioner Poppe, 2nd by Commissioner Wickham. Meeting reopened at 2025 hours.

Motion to issue discipline as noted in closed session concerning 5/5/15 incident by Commissioner Rubio, 2nd by Commissioner Poppe, approved.

FF A Poppe reported on Progress with 5624 (damage repair)

Motion to adjourn by Commissioner Poppe, 2nd by Commissioner Wickham 2030 hours.

MONTHLY BUDGET RECONCILIATION				
9/10/2015 0:00	2015 BUDGET	2015 YTD EXPENSES	2015 BUDGET BALANCES	
OPERATING APPROPRIATIONS				
Salaries/Wages	361,010.00	273,239.00	87,771.00	
Salaries/Wages - OT	20,000.00	9,816.00	10,184.00	
Salaries/Wages - Commissioners	8,750.00	6,563.00	2,187.00	
Fringe Benefits	190,700.00	93,274.00	97,426.00	
Rental Charges (Hydrant)	18,000.00	12,390.00	5,610.00	
Other Rentals	30,000.00	22,500.00	7,500.00	
Insurance Premiums **Incl WC - YTD	115,000.00	90,342.00	24,658.00	
LOSAP	15,000.00		15,000.00	
Utilities & Related Services	40,000.00	20,562.00	19,438.00	
Professional Services	50,000.00	22,120.00	27,880.00	
Other Outside Services			0.00	
Advertising	3,000.00	1,969.00	1,031.00	
Travel Expense	200.00		200.00	
Elections	1,200.00	2,033.00	(833.00)	
Membership/Dues	300.00		300.00	
Training & Education	20,000.00	8,117.00	11,883.00	
Convention Expense (in-house line item only)				
Uniforms & Personnel Equipment	25,000.00	12,530.00	12,470.00	
Maintenance & Repairs	100,000.00	79,235.00	20,765.00	
Other Operating Materials & Supplies	35,000.00	10,242.00	24,758.00	
Office Supplies/Postage	4,000.00	3,239.00	761.00	
Purchase of Non-Bondable Assets***	27,250.00	17,715.00	9,535.00	
Replacement Equipment	30,250.00	603.00	29,647.00	
Extrication Equipment	7,500.00	5,249.00	2,251.00	
Fire Prevention Bureau Exp	38,300.00	9,135.00	29,165.00	
UFSG Expenses	4,648.00		4,648.00	
Contingent	2,500.00		2,500.00	
Joint District Expense	50,000.00		50,000.00	
			0.00	
TOTAL OPERATING APPROPRIATIONS	1,197,608.00	700,873.00	496,735.00	
CAPITAL APPROPRIATIONS				
Capital Outlay (New Apparatus)	0.00		0.00	
Capital Improvement (Firehouse)			0.00	
Capital Reserve-Future Outlay			0.00	
Debt Service (Principal)	45,572.00	45,572.00	0.00	
Debt Service (Interest)	18,199.00	18,200.00	(1.00)	
TOTAL CAPITAL APPROPRIATIONS	63,771.00	63,772.00	-1.00	
TOTAL BUDGET APPROPRIATIONS	1,261,379.00	764,645.00	496,734.00	
CASH BALANCES				
Cash (Regular Checking)	33,215.70	09/10/15		
Cash (Money Market)	1,819,221.37	09/10/15		
Cash (Payroll Checking)	51,328.89	09/10/15		
Cash (Capital Improvement Account)	239,747.67	09/10/15		
TOTAL CASH BALANCES	2,143,513.63			
9/10/2015 13:56	2015 BUDGET	RECEIVED	ANTICIPATED	BALANCE
REVENUE/INCOME				
Fund Balance Utilized	0.00			0.00
Basic Entitlement Grant	4,648.00			4,648.00

Shared Services***Bureau Income (Temporary)	25,000.00			25,000.00
Shared Services - Budget Amendment	38,300.00	4,268.00		
Rental Income	60,000.00	1,139,240.90		(1,079,240.90)
Interest on Investments	1,500.00	1,631.25		(131.25)
Sale of Equipment	0.00			0.00
Other (Unanticipated) Income				0.00
Reimbursement of Expenses - Salary (FF)				
Reimbursement of Expenses - Other		844.05		(844.05)
Amount to be Raised by Taxation	1,131,931.00	495,219.82		636,711.18
TOTAL	1,261,379.00	1,641,204.02	0.00	-413,857.02
	2015 BUDGET	2015 YTD EXPENSES	2015 BUDGET BALANCES	BALANCE
***NON-BONDABLE ASSETS				
Hose	5,000.00	3,420.00	1,580.00	1,580.00
Power Tools			0.00	0.00
Extrication Equipment			0.00	0.00
Radios/Pagers	10,000.00	4,520.00	5,480.00	5,480.00
SCBA	12,250.00	9,775.00	2,475.00	2,475.00
Vehicle			0.00	0.00
TOTAL	27,250.00	17,715.00	9,535.00	9,535.00
NOTES				
Radio EquipmentTo be taken from CVFC Trust Account				
CVFC TRUST ACCOUNT (Training/Education-Fire Equipment) (Non-Budget Item)	22,452.91			22,452.91
Capital Reserve (Non-Budget Item) Roof		3,950.00		-3,950.00

District 2 Board of Fire Commissioners

Approve to Pay

September 2015

09/10/15

Accrual Basis

Date	Num	Name	Memo	Amount
Sep 15				
09/15/2015	SNJHBF0915	NJSHBP	Health Benefits Monthly Billing	-9,992.97
09/10/2015	20284	Attention to Detail		-260.00
09/10/2015	20285	Barnabas Health Corporate Care		-220.00
09/10/2015	20286	Blaze Emergency Equipment LLC		-1,277.76
09/10/2015	20287	Braslow, Richard		-1,350.00
09/10/2015	20288	Cablevision		-149.85
09/10/2015	20289	CASSVILLE VOL FIRE CO NO. 1		-1,928.30
09/10/2015	20290	Communications Specialists Inc.		-370.96
09/10/2015	20291	County Line Hardware		-21.96
09/10/2015	20292	Custom Bandag Inc	0034233	-948.88
09/10/2015	20293	CVFC		-7,141.80
09/10/2015	20294	East Coast Emergency Lighting Inc.		-184.68
09/10/2015	20295	FASTENAL	TONJ1221	-140.34
09/10/2015	20296	FF1 Professional Safety Services		-1,240.00
09/10/2015	20297	GPS Trackit		-125.00
09/10/2015	20298	Greater Media Newspapers		-14.60
09/10/2015	20299	Hanson, Justin		-35.00
09/10/2015	20300	Hunter Peterbilt		-81.34
09/10/2015	20301	Jackson Municipal Utilities Authority		-4,130.00
09/10/2015	20302	Jamison, Ginniex		-404.14
09/10/2015	20303	Jonathan Gregory		-500.00
09/10/2015	20304	Koerner & Koerner PA	Client No. 31110	-812.50
09/10/2015	20305	Lion Total Care		-79.50
09/10/2015	20306	Martha C Carroll CPA LLC		-4,000.00
09/10/2015	20307	Mergner, Joseph		-35.00
09/10/2015	20308	Micromedia Publications Inc.		-48.00
09/10/2015	20309	Municipal Emergency Services Inc	47918	-413.00
09/10/2015	20310	National Parts Supply Co	LW3100	-38.77
09/10/2015	20311	POPPE III, JOHN		-35.00
09/10/2015	20312	Poppe, Adam		-55.00
09/10/2015	20313	Poppe, John Jr.		-437.50
09/10/2015	20314	Reading Fire Equipment Inc.		-6,410.34
09/10/2015	20315	Rubio, Vinny		-437.50
09/10/2015	20316	Ryan, John		-437.50
09/10/2015	20317	snj DOL		-56.62
09/10/2015	20318	Specialty Rescue Inc.		-5,249.00
09/10/2015	20319	Symons, Jason		-437.50
09/10/2015	20320	Twin Rocks Spring Water		-12.50
09/10/2015	20321	WB Mason		-35.95
09/10/2015	20322	Wickham, Keith		-437.50
09/10/2015	20323	A T & T	0205973458001	-50.00
09/10/2015	20324	Allcom Technologies	JACKFIRE2	-3,570.00
09/10/2015	2015052	Freehold Cartage Inc.	60066000	-118.90
09/10/2015	2015053	Home Depot	6035322500449628	-118.96
09/10/2015	2015054	Jersey Central Power & Light	100015400045	-1,200.65
09/10/2015	2015055	Leaf Capital Funding		-203.00
09/10/2015	2015056	NJ Natural Gas	22-0013-5208-06	-131.47
09/10/2015	2015057	Speedway Fleet	0461-00-716420-5	-1,184.85
09/10/2015	2015058	Verizon	732928910034807Y	-160.94
Sep 15				-56,725.03

District 2 Board of Fire Commissioners Transaction Detail By Account January through December 2015

09/10/15

Accrual Basis

Type	Date	Name	Memo	Amount
Cost of Operations and Maintena				
A-12 Total costs of Operations				
Purchase of Assets (Not Capital				
445 - Replacement of Equipment				
Bill	03/12/2015	Mergner, Joseph	Chair	106.99
Bill	06/19/2015	FF1 Professional Safety Services	Applicances / Apparatus	496.47
Total 445 - Replacement of Equipment				603.46
445.1 - Extrication Equipment				
Bill	09/08/2015	Specialty Rescue Inc.	Strut Kit	5,249.00
Total 445.1 - Extrication Equipment				5,249.00
445.2 - SCBA				
Bill	03/19/2015	Nat Alexander Co	SCBA	9,293.00
Bill	03/19/2015	Nat Alexander Co	SCBA ADD-ON	210.00
Bill	03/31/2015	Nat Alexander Co	SCBA Facepiece	272.00
Total 445.2 - SCBA				9,775.00
445.3 - Hose				
Bill	07/24/2015	Emergency Equipment Sales LLC	Replacement Hose	3,420.63
Total 445.3 - Hose				3,420.63
445.5 - Pagers				
Bill	06/19/2015	Battery Clearance LLC	Portable chargers (6)	450.00
Bill	07/24/2015	Allcom Technologies	Pagers (6)	3,570.00
Bill	09/08/2015	Jonathan Gregory	(4) used Kenwood Mobile Radios	500.00
Total 445.5 - Pagers				4,520.00
Total Purchase of Assets (Not Capital				23,568.09
424 - Training				
Bill	01/08/2015	Plumsted FMBA Local 89	Poppe III	50.00
Bill	01/08/2015	Treasurer, State of NJ	License/Cert Fire Inspector (Hanson)	45.00
Bill	01/15/2015	Lakewood FMBA Local 80	Training/Chief John Norman Seminar (Poppe, III / Hanson)	130.00
Bill	01/29/2015	HealthQuest Community Education	CPR Cards (22)	110.00
Bill	02/11/2015	HealthQuest Community Education	CPR Cards (6)	30.00
Bill	02/11/2015	MONOC Education Services	Prehospital Trauma Life Support course/J Hanson	250.00
Bill	02/11/2015	Middlesex County Fire Academy	'Nothing But Knots' course - A Quaranta	52.00
Bill	03/04/2015	Treasurer, State of NJ	Renewal/Mergner/Fire Inspector	45.00
Bill	03/12/2015	MONOC Education Services	PTLS Course - R Sulter	250.00
Bill	05/07/2015	HealthQuest Community Education	CPR Cards	20.00
Bill	06/09/2015	Middlesex County Fire Academy	Rescue/Rigging - Quaranta	210.00
Bill	06/11/2015	CASSVILLE VOL FIRE CO NO. 1	Reimb/EMT Books (4 members)	660.00
Bill	06/19/2015	Less Stress Instructional Services	EMS CORE REFRESH/MERGNER	185.00
Bill	07/24/2015	Middlesex County Fire Academy	mv extrication - Quaranta	262.00
Bill	07/24/2015	FF1 Professional Safety Services	RIC	3,890.00

**District 2 Board of Fire Commissioners
Transaction Detail By Account
January through December 2015**

1:54 PM
09/10/15
Accrual Basis

Type	Date	Name	Memo	Amount
Bill	09/08/2015	CASSVILLE VOL FIRE CO NO. 1	Cube & Hotel rooms	1,928.30
Total 424 - Training				8,117.30
428 - Clothing/PPE				
Bill	01/15/2015	Witmer Public Safety Group/The Fire Store	Radio Straps	93.80
Bill	01/15/2015	CASSVILLE VOL FIRE CO NO. 1	Reimbursement - Turnout Gear (Boots)	335.00
Bill	01/15/2015	Skylands	Turnout Gear Repair - Hanson	57.00
Bill	02/05/2015	Witmer Public Safety Group/The Fire Store	Safety Vests-Chief & Asst Chief	110.00
Bill	02/11/2015	Municipal Emergency Services Inc	Turnout Gear-Helmets	761.64
Bill	03/12/2015	D.E. Williams Shields	Helmet Shields	487.30
Bill	03/12/2015	D.E. Williams Shields	Helmet Shields	90.00
Bill	03/12/2015	Emergency Equipment Sales LLC	Accountability Boards	622.46
Bill	03/19/2015	Witmer Public Safety Group/The Fire Store	Helmet repair (parts)	0.00
Bill	03/19/2015	Municipal Emergency Services Inc	Clothing allowance/Hanson	0.00
Bill	03/19/2015	Witmer Public Safety Group/The Fire Store	Return	0.00
Bill	03/31/2015	Municipal Emergency Services Inc	Uniforms/Clothing allowance A Poppe	164.50
Bill	04/09/2015	Emergency Equipment Sales LLC	Hood	43.95
Bill	04/09/2015	Municipal Emergency Services Inc	Clothing allowance-J Poppe III	318.49
Bill	04/09/2015	Municipal Emergency Services Inc	Clothing Allowance	270.25
Bill	04/13/2015	CASSVILLE VOL FIRE CO NO. 1	Turnout Gear Hangars	92.99
Bill	04/29/2015	POPPE III, JOHN	Clothing allowance reimb	56.24
Bill	04/29/2015	Poppe, Adam	Clothing Allowance (boots)	56.25
Bill	05/05/2015	Municipal Emergency Services Inc	Clothing Allowance/Hanson	564.00
Bill	07/24/2015	Lion Total Care	Turnout Gear repair & maintenance	255.50
Bill	07/24/2015	Reading Fire Equipment Inc.	Turnout Gear/3 sets	6,410.34
Bill	08/04/2015	Municipal Emergency Services Inc	Clothing Allowance	84.00
Bill	08/13/2015	Municipal Emergency Services Inc	Boots	99.00
Bill	09/08/2015	FF1 Professional Safety Services	Gloves	1,240.00
Bill	09/08/2015	Municipal Emergency Services Inc	Clothing Allowance-Poppe III	238.00
Bill	09/10/2015	Lion Total Care	Turnout Gear Repair/Cleaning	79.50
Total 428 - Clothing/PPE				12,530.21
Total A-12 Total costs of Operations				44,215.60
Total Cost of Operations and Maintena				44,215.60
TOTAL				44,215.60