**2018 Commissioners Meeting Minutes**

Minutes for Franklin Fire District #5 Commissioners meeting held on January 2,

2018.

Joe Petsch Called the meeting to Order at 7:30 pm.

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by

adopting a schedule of regular meetings for the year 2016.which has been posted on the Bulletin Board

as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with

the Township ClP

Reading of Minutes:

Minutes of the meeting held on December 4, 2017 were sent to all members for review by D Deegan.

President Petsch asked for a motion to approve the minutes as sent and the motion was made by Nick

Collins and seconded by Brian Zimmer. All members voted in the affirmative to the minutes.

Correspondence:

Old Business: there are still several questions about the 2018 budget and we must set up a meeting

with the accountant that is developing the budget.

Jim Rohrer made a motion and it was seconded by Brian Zimmer to table the discussion about the

budget until we could have the accountant present. All members agreed and voted in the affirmative

to table the discussion. This meeting will have to be a special meeting due to the date the budget

must be submitted to the state.

New Business:

The department received a check of $1192.52 from the State of NJ as part of a supplemental grant

payment.

Bills

Numbers of bills received for payment were 6 for a total of $4,306.79

Wex $ 242.50 MES $ Ross Fuel $ Verizon $160.04

Budget truck Repair $1821.84 Fire Safety $871.64 Jersey Fire $284.00 FD Testing $920.00

J. Petsch asked for a motion to approve the bill list, Nick Collins made the motion and it was seconded

by Brian Zimmer. All members were in favor to paying all bills.

Treasures Report

Checking Account ending with check number 3801 was $7,767.40\_

Savings Account Balance: as of 12/29/17-- was $150,222.37

Public Portion: None

Good of the Organization : none

Reports: None

Adjournment:

Joe Petsch asked for a motion to adjourn. Brian Zimmer made the motion which was seconded by Nick

Collins and all members agreed. The meeting ended at 8:05PM.

Respectfully submitted by, Dave Deegan Jr.

Minutes for Franklin Fire District #5 Commissioners meeting held on February 5,

2018.

Joe Petsch Called the meeting to Order at 7:30 pm.

The meeting started at 8:05 due to the company being out on a serious accident.

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by

adopting a schedule of regular meetings for the year 2018.which has been posted on the Bulletin Board

as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with

the Township Clerk on January 2. 2018.

Roll Call ( A- Absent P- Present:

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer A Dave Deegan P

Reading of Minutes:

Minutes of the meeting held on January 2, 2018 were sent to all members for review by D Deegan.

President Petsch asked for a motion to approve the minutes as sent and the motion was made by Jim

Rohrer and seconded by Nick Collins. All members voted in the affirmative to approve the minutes.

Correspondence:

Old Business: Lighting Retro fit will start tomorrow Feb. 6 and should take 2 days to complete. The

HVAC part of the energy savings project will start Monday 2/12. They will replace two AC units.

A Request was made that Joe send out a copy of the Lincoln Financial report so we can audit it to

remove any past members who did not vest and has money in the fund. Per our auditors we can have

these funds returned to the commissioners general fund.

New Business:

I contacted the JIF insurance agency about getting a copy of the new insurance policy, Paul stated the

policy was not complete and requested a date it would be available. Sas soon a s I get an answer from

Paul I will pass it along to the committee.

Bills

Numbers of bills received for payment were \_2 \_ for a total of $451.07

Wex $ 291.03 MES $ Ross Fuel $ Verizon $160.04

The committee also approved the payment for the 10 LOSAP qualiffing members and another member

who’s status is in question. They are going to contact the chief. The payment for LOSAP for 2017 should

not exceed $12,650. There is also a question if one of the qualifying members ever filled out the paper

work to join the program.

J. Petsch asked for a motion to approve the bill list, Jim Rohrer made the motion and it was seconded

by Nick Collins. All members were in favor to paying all bills.

Treasures Report

Checking Account ending with check number 3811 was $4653.21

Savings Account Balance: as of 1/29/18-- was $150052.17

Public Portion: None

Good of the Organization : The state has approved our 2018 Budget . The auditor has requested a few

more documents for the 2017 audit and they have been supplied to them as of this date.

Chief Deegan gave the dealership the PO for the New Utility truck and Newfield back will be financing it

for the department.

Reports: None

Adjournment:

Joe Petsch asked for a motion to adjourn. Jim Rohrer made the motion which was seconded by Nick

Collins. All members agreed. The meeting ended at 8:25PM.

Respectfully submitted by, Dave Deegan Jr.

Minutes for Franklin Fire District #5 Commissioners meeting held on

March 5, 2018.

Joe Petsch Called the meeting to Order at 7:30 pm.

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by

adopting a schedule of regular meetings for the year 2018, which has been posted on the Bulletin Board

as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with

the Township Clerk on January 2. 2018.

Roll Call - A- Absent P- Present:

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer P Dave Deegan A

Reading of Minutes:

Minutes of the meeting held on Feb. 5, 2018 were sent to all members for review by D Deegan.

President Petsch asked for a motion to approve the minutes as sent and the motion was made by Jim

Rohrer and seconded by Brian Zimmer. All members voted in the affirmative to approve the minutes.

Correspondence:

Old Business: LOSAP payments cannot be withheld from any member who wishes to cash out.

New Business: one

Bills

Numbers of bills received for payment were 22 for a total of $36,098.50

Wex $315.84 MES $3640.00 Ross Fuel $ 640.71 Verizon $60.00

Active 11- $477.48 Budget Truck $384.10 Burlington County Training $70.00 Camden County College

$250.00 Election Poll Workers 140.00 Fazzio Inc. $244.98 Franklin Alarm $234.00

Franklin Township JIF insurance payment $8558.00 - Gloucester County Fire Chief Asso. $430.00

Holman- Frenia- Allison $5023.00 Jersey Fire $850.00 Jester Water works $960.00

Jones and Brtlett Learning $1214.35 Mark Hassen $66.00 Upper case Printing $110.00

Sentinel $12.0 Star Cross fire Company Rent -$12000.00

Star Cross Fire Department Reimbursement $317.25

J. Petsch asked for a motion to approve the bill list, Brian Zimmer made the motion and it was seconded

by Joe Petsch. All members were in favor to paying all bills.

Treasures Report

Checking Account ending with check number 3813 was $4,202.14

Savings Account Balance: as of 3/5/2018 was $150,083.01.

Public Portion: none

Good of the Organization Quick books will be purchased so we can run commissioners funds on a

recognized software accounting system.

The committee reorganized and Joe Petsch will remain as Chair, Jim Rohrer will be Vice Chair, Dave

Deegan will remain the secretary, Nick Collins is Treasurer and Brain Zimmer will serve as a member.

Reports: Budget passed at last election with 39 yes votes and 20 no votes.. Joe Petsch was re-elected

with 52 votes as was Dave Deegan Jr. with 52 votes. Utility Truck

Adjournment:

Joe Petsch asked for a motion to adjourn. Brian Zimmer made the motion which was seconded by Jim

Rohrer and all members agreed. The meeting ended at 8:15PM.

Respectfully submitted by, Dave Deegan Jr.

Minutes for Franklin Fire District #5 Commissioners meeting held on April 2,

2018.

Joe Petsch Called the meeting to Order at 7:30 pm.

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by

adopting a schedule of regular meetings for the year 2018.which has been posted on the Bulletin Board

as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with

the Township Clerk on January 2. 2018.

Roll Call ( A- Absent P- Present:

Jim Rohrer P Joe Petsch P Nick Collins A Brian Zimmer P Dave Deegan Jr

Reading of Minutes:

Minutes of the meeting held on July 5, 2017 were sent to all members for review by D Deegan. President

Petsch asked for a motion to approve the minutes as sent and the motion was made by Brian Zimmer

and seconded by Jim Rohrer. All members voted in the affirmative to approve the minutes.

Correspondence: None

Old Business: The auditing firm would like copies of all PO’s paid in February and March by the

Commissioners to see if any can be encumbered for last year’s payments. Jim gave Joe the PO’s and Joe

will scan and send to Dana on Tuesday.

New Business: None

Bills

Numbers of bills received for payment were 4 for a total of $4,779.30

Wex $168.36 Verizon $160.04 FD Testing Services $2,720.90

Jersey Fire $1790.00

J. Petsch asked for a motion to approve the bill list, Brian Zimmer made the motion and it was seconded

by Jim Rohrer. All members were in favor to paying all bills.

Treasures Report

Checking Account ending with check number 3837 was $8,182.07

Savings Account Balance: as of 3/29/18 -- was $171,705.68

Public Portion:

Chief Deegan stated that the Hose and ground ladders testing has been completed for 2018

He has asked me to get engineers to give us a price to do 50 year drought study for ISO evaluation that

was recently done. I will follow up tomorrow to see if they have a price yet.

Department handled 41 calls the day of the storm, we are up to 95 calls for first 3 months of this year.

Chief will follow up on the utility truck on Tuesday and also get price for mounted radio so we can give it

to the bank to finalize paperwork.

Chief will also get us cost comparison for member Physicals for this year. Commissioners would like 6 to

10 members get follow up physicals depending on the cost per physical.

Good of the Organization: in reviewing the master list of LOSAP members it was decided to have the

funds for members no longer serving with the department put back into the general fund. They are Kyle

Fote Contract number 96-4176666 for $6,121.83 and Brett Pascone contract number 96-4176664 for

$7,791.27 for a total of $13,913.10. Joe Petsch will contact the company that manages the LOSAP fund

for the department and ask to have the funds returned to the commissioners.

Reports:

Adjournment:

Joe Petsch asked for a motion to adjourn. Jim Rohrer made the motion which was seconded by Brian

Zimmer and all members agreed. The meeting ended at 8:05PM.

Respectfully submitted by, Dave Deegan Jr.

Minutes for Franklin Fire District #5 Commissioners meeting held on May 7,

2018.

Joe Petsch Called the meeting to Order at 7:30 pm.

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by

adopting a schedule of regular meetings for the year 2018.which has been posted on the Bulletin Board

as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with

the Township Clerk on January 2. 2018.

Roll Call ( A- Absent P- Present:

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer P Dave Deegan P

Reading of Minutes:

Minutes of the meeting held on April 2,2018 were sent to all members for review by D Deegan.

President Petsch asked for a motion to approve the minutes as sent and the motion was made by Brian

Zimmer and seconded by Jim Rohrer. All members voted in the affirmative to approve the minutes.

Correspondence:

Old Business: None

New Business: Check number 3830 for $26.95 will be voided. We paid the shipping twice on PO

1938917 which were the instruction books for the fire 2 training conducted at our station.

Dana Montanelli from our auditors came and addressed the members to review the 2017 audit, she

stated the audit had an” unmodified” rating which is the best you can get and praised t he

commissioners for getting the many issues from the last audit corrected. With the quick books system

we are now going to use and we should do even better and easily correct the minor issues we had this

year. The commissioners had a surplus at the end of the year which will be moved to surplus at the next

meeting via a ordinance.

Joe asked Nick to provide him a copy of the electronic version of the 2017 audit for the bank.

Nick is to post the audit results on line. Joe is to have it advertised in the local paper with corrective

action items.

Joe was asked to send last 3 pages of the audit with notarized signature page to the state.

Bills

Numbers of bills received for payment were 12 for a total of $13,582.66

Wex $245.45 MES $127.00 Action Uniform $130.00 Verizon $160.00

Camden County Fire academy $350.00 Fire and Safety $5533.70 Hoffman &amp; Dimuzio $250

Interstate Mobile Care $540.00 Nat Alexandria Co. $27.00 Nick Collins $963.97

Garden State Highway $405.50 Holman Frenia and Allison $4850.00

J. Petsch asked for a motion to approve the bill list, Jim Rohrer made the motion and it was seconded

by Brian Zimmer. All members were in favor to paying all bills.

Treasures Report

Checking Account ending with check number 3848 was $2,492.77

Savings Account Balance: as of April 22.2018-- was $171,742.14

Public Portion: NA

Good of the Organization Joe asked me to get the cost for the new radio from the chief for the new

truck so he could present that to the bank with the other paperwork when the truck comes in.

A motion was made by Dave Deegan to approve resolution 18-16 accepting the audit report for the

2017 audit. The motion was seconded by Jim Rohrer and affirmed by all members.

Reports: None

Adjournment:

Joe Petsch asked for a motion to adjourn. Brian Zimmer made the motion which was seconded by Jim

Rohrer and all members agreed. The meeting ended at PM. 8:10

Respectfully submitted by, Dave Deegan Jr.

Minutes for Franklin Fire District #5 Commissioners

Meeting held on June 4, 2018.

Joe Petsch Called the meeting to Order at 7:30 pm.

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by

adopting a schedule of regular meetings for the year 2018.which has been posted on the Bulletin Board

as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with

the Township Clerk on January 2. 2018.

Roll Call - A- Absent P- Present:

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer A Dave Deegan P

Reading of Minutes:

Minutes of the meeting held on May 4,2018 were sent to all members for review by D Deegan.

President Petsch asked for a motion to approve the minutes as sent and the motion was made by Nick

Collins, seconded by Dave Deegan Jr. All members voted in the affirmative to approve the minutes.

Correspondence: none

Old Business: The department received a restitution check from the County Prosecutor’s office from

Morris Seagrave in the amount of $240.00

Joe will contact our auditor and ask if we have to pass an ordinance to transfer last year’s surplus into

the Commissioners Capital surplus account. He will also ask why we received a second invoice for the

audit after we paid the invoice presented to us at the audit review meeting with their representative. He

will have the response for our next meeting.

New Business: Joe will contact one of the commissioners from 43-4 about the Affleck policy they have

that covers their members traveling to the fire house for calls and their return trip home.

Bills

Numbers of bills received for payment were \_6\_ for a total of $1,760.46

Wex $ 219.89 MES $ Ross Fuel $ 665.78 Verizon $160.04

Associated Fire Protection $401.75 Rowan Community College $250.00 Sentinel $63.00

J. Petsch asked for a motion to approve the bill list, Dave Deegan Jr made the motion and it was

seconded by Nick Collins. All members were in favor to paying all bills.

Treasures Report

Checking Account ending with check number 3855 was $1760.46

Savings Account Balance: as of 6/4/2018 - was $156,143.25.

Public Portion: None

Good of the Organization – Dave Deegan made a motion that we allow Nick Collins our treasurer to pay

the invoice for the Ladder Truck payment if it arrives and is due prior to the next meeting. The motion

was seconded by Nick Collins and all members present voted in the affirmative.

Reports: None

Adjournment:

Joe Petsch asked for a motion to adjourn. Nick Collins made the motion which was seconded by Jim

Rohrer and all members agreed. The meeting ended at 7:45PM.

Respectfully submitted by, Dave Deegan Jr.

Minutes for Franklin Fire District #5 Commissioners meeting held on July 1,

2018.

Joe Petsch Called the meeting to Order at 7:40 pm.

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by

adopting a schedule of regular meetings for the year 2018.which has been posted on the Bulletin Board

as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with

the Township Clerk on January 2. 2018.

Roll Call (A- Absent P- Present):

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer A Dave Deegan P

Reading of Minutes:

Minutes of the meeting held on June 4, 2018 were sent to all members for review by D Deegan.

President Petsch asked for a motion to approve the minutes as sent and the motion was made by Jim

Rohrer and seconded by Nick Collins. All members voted in the affirmative to approve the minutes.

Correspondence:

Old Business: None

New Business: Dave Deegan Jr. made a motion that we allow Newfield National Bank pay Winter Ford

directly $51,100.69 for the new truck and send a check to the Star Cross Fire District commissioners for

the balance of the loan. These funds would be used to purchase the new radio and outfit the new truck.

Nick Collins seconded the motion and all member voted in the affirmative to pass the motion.

Bills and Treasures Report

Numbers of bills received for payment were \_6\_ for a total of $84,324.39

Wex $152.36 Verizon $160.04 Action Uniform $74

Phoenix Printing $171.83 Star Cross VFD $12,000 Oshkosh Capital $71,766.16

Treasures Report

Checking Account ending with check number 3859 was $608.30

Savings Account Balance: as of July 1, 2018 was $85,041.10J.

Petsch asked for a motion to approve the bill list and Treasures report, Jim Rohrer made the motion and

it was seconded by Nick Collins. All members were in favor to paying all bills and accepting the treasures

report.

Public Portion:

Chief Deegan stated that the new truck for Fire Police is ready to go into service tonight. He asked Joe

Petsch to contact the insurance agency and let them know and ask for an insurance card.

Chief Deegan also stated that he would like to start the annual physicals again and has a new company

to do them. The cost of the physical is $122, and an EKG is $57. The commissioners agreed we needed to

start the system back up and keep it as an annual program. Chief Deegan stated he will email the next

10 members that will be asked to get physicals.

Good of the Organization

Nick Collins toll the members that we will be switching to online bill paying through Newfield Bank. This

will save both time and cost.

Reports: none

Adjournment:

Joe Petsch asked for a motion to adjourn. Dave Deegan made the motion which was seconded by Nick

Collins and all members agreed. The meeting ended at 7:53PM.

Respectfully submitted by, Dave Deegan Jr.

**Minutes for Franklin Fire District #5 Commissioners meeting held on August 6, 2018.**

**Joe Petsch Called the meeting to Order at 7:30 pm.**

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by adopting a schedule of regular meetings for the year 2018.which has been posted on the Bulletin Board as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with the Township Clerk on January 2. 2018.

**Roll Call ( A- Absent    P- Present:**

Jim Rohrer  P Joe Petsch  P Nick Collins P       Brian Zimmer P Dave Deegan   P

**Reading of Minutes**:

Minutes of the meeting held on July 1, 2018 were sent to all members for review by D Deegan.  President Petsch asked for a motion to approve the minutes as sent and the motion was made by Brian Zimmer and seconded by Nick Collins. All members voted in the affirmative to approve the minutes.

**Correspondence:**

Joe Petsch supplied the committee a list of Vehicle titles that were in the safe deposit box at the bank.

We now have proper insurance card for new Fire Police truck so we can get tags

We have a check from New Field National Bank for balance of the loan amount for $10,394.25. From that total $3,018.50 is to be used for the new radio for the truck and the balance is for the interest of the loan. It was suggested to see if we could get a CD that allows us to pull out the interest value annually or put it in a separate savings account from the general funds so we do not appropriate it for other uses by mistake.

Joe distributed  the results of our recent ISO audit and express how low the score went, which should mean lower insurance fees for the residents in our fire district.  Great job by the Chief and the committee he set up to prep for the audit.

**Old Business:**

Nick asked for the status update for the insurance umbrella for the fireman responding to and from calls. Joe needs to get the contact info from Malaga and the agent name and contact them.

Joe will also follow up with the Auditing firm who completed the audit to get clarity on the two additional invoices and if an ordinance is needed to move last year’s surplus into this year’s budget.

**New Business:  None**

**Bills**

Numbers of bills received for payment were 4 for a total of $788.87

Wex $ 146.23       Ross Fuel $440.60        Verizon $160.04 Action Uniform $36.00

J. Petsch asked for a motion to approve the bill list, Brian Zimmer made the motion and it was seconded by Jim Rohrer.  All members were in favor to paying all bills.

**Treasures Report**

**Checking Account** ending with check number 3862 was $1,222.53

**Savings Account Balance: as of   8/6/18\_-- was $138,657.97**

**Public Portion:  None**

**Good of the Organization**: we received the second quarter tax payment from the township on July 20, 2018  for a total of $66,596.75.

**Reports:** none

**Adjournment:**

Joe Petsch asked for a motion to adjourn.  Nick Collins made the motion which was seconded by Brian Zimmer   and all members agreed. The meeting ended at 8:05 PM.

Respectfully submitted by, Dave Deegan Jr.

Minutes for Franklin Fire District #5 Commissioners meeting held on

September 4, 2018.

Joe Petsch Called the meeting to Order at 7:30 pm.

Pursuant to the open Public Meeting Act, Adequate notice of this meeting has been provided by

adopting a schedule of regular meetings for the year 2018.which has been posted on the Bulletin Board

as well as the Fire District website, forwarded to the Sentinel of Gloucester County, and was filed with

the Township Clerk on January 2. 2018.

Roll Call ( A- Absent P- Present:

Jim Rohrer P Joe Petsch P Nick Collins P Brian Zimmer A Dave Deegan P

Reading of Minutes:

Minutes of the meeting held on July 2, 2018 were sent to all members for review by D Deegan. President

Petsch asked for a motion to approve the minutes as sent and the motion was made by Nick Collins and

seconded by Jim Rohrer. All members voted in the affirmative to approve the minutes.

Correspondence:

Old Business: None

New Business: None

Bills

Numbers of bills received for payment were \_3\_ for a total of $427.33

Wex $111.23 Jersey Fire and Safety $156.66 Verizon $160.04

J. Petsch asked for a motion to approve the bill list, Jim Rohrer made the motion and it was seconded by

Nick Collins. All members were in favor to paying all bills.

Treasures Report

Checking Account ending with check number 3865 was $256.83

Savings Account Balance: as of September 4, 2018 was $138,687.41

Public Portion: none

Good of the Organization –

Joe Petsch shared some light on the new truck having to go before the state finance committee; he will

complete the application and try to get on the agenda for their Oct. meeting.

Joe Also stated he was holding one invoice for work completed on 43-36 which he feels should be

covered under warranty.

Joe spoke with accounting firm and they will honor the pricing for the audit that we had with old

accounting firm saving us roughly $3200.

Dave will review the old insurance policy with Glenn insurance to see if the member have coverage from

the time the tone goes out to the time they return home. He hopes to get info to the group by the

weekend.

The commissioners meet with Michael Hesh from Aflac Insurance Company to review insurance option

for the members. No decisions were made and the group thought additional research was needed.

Reports: None

Adjournment:

Joe Petsch asked for a motion to adjourn. Nick Collins made the motion which was seconded by Jim

Rohrer and all members agreed. The meeting ended at 8:55 PM.

Respectfully submitted by, Dave Deegan Jr.