



## Forest Grove Board of Fire Commissioners July 25<sup>th</sup> , 2017 Meeting Minutes

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

#### 1. Members Present

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

Public Present & Others:

Tamara Ardito – DTA Solutions

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

A motion to accept the minutes as read was made by Samuel Scapellato and 2<sup>nd</sup> by Andrew Bellone Jr.

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 was made by Mykola Myronowskyj and 2<sup>nd</sup> by Scott Graiff.

Notes: None

### 5. Treasurers Report

Please refer to the attached report.

A motion to accept the Treasurers report as read was made by Scott Graiff and 2<sup>nd</sup> by Samuel Scapellato.

Notes: None

### 6. Old Business

The Board of Fire Commissioners, District 4 and the Fire Company completed researching a policy and program for medical physical program for all Fire Company members. The Fire Company Chief was sent a pricing schedule. We are waiting for the Chief to decide on how he wants to proceed.



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### **6. Old Business Continued**

Another past due notice for the census we are hoping that this notice crossed in the mail. The census for the US Department of Commerce was completed. Confirmation number – 34415233800000. A copy of the confirmation was printed and filed.

The Chief of the department submitted a PO for driver and passenger cameras for the fire trucks. The PO and quotes were returned to the Chief for clarification. The submitted paperwork was incomplete and did not include the cost of the installation. The Chief stated that he will now submit the request after the next budget in order to save money this year.

### **7. New Business**

An application was received for membership from Jennifer Consalo to the Fire Company. The applicants criminal background check came back with no criminal history. The Board unanimously accepted the application and it was forwarded to the Chief of the Department to process the applicant.

Edward Paul from Ball Buckley & Seher called us to advise that the 2016 Audit was completed and that he was completing the packaging of the printed audit reports and the notification to the DCA of the audit report. The audit report and associated documents will be sent to the Board for the next meeting.

The Board received the annual service contract from Atlantic Switch & Generator for the servicing of the backup generator. The annual cost of \$805.00 remains the same as last year.

The Mutual Aid agreement between the Board of Fire Commissioners and the County of Gloucester NJ was signed and will be sent to the Gloucester County OEM office. A copy will be scanned and placed on file.

The Certificate of Origin for the new KME Rescue truck is in the possession of the Board of Fire Commissioners. This paperwork will be completed once the new truck has been completed and the Chief of the Department along with the truck committee have approved the construction.

Scott Graiff presented a proposal to the Board that the “old rescue truck (old 43-58)” be repurposed as a new utility truck. The current utility truck is difficult to access the tools from the truck bed. The Board voted on this proposal and we unanimously approved this proposal. The old rescue truck will not be sold and will be repurposed as a utility truck. It will be renumbered as 43-57. The new rescue truck will be numbered as 43-58 when it is received.



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

As part of the above motion, the old utility truck “old 43-57” will be converted to the Chiefs command vehicle and renumbered as 43-50. The current Chiefs vehicle will be repurposed as the Deputy Chiefs command vehicle. The current Deputy Chiefs command vehicle will be removed from service as it is not cost effective to repair. All of the vehicles will have their individual numbering and lettering changed to reflect their new operational roles.

The Board voted on these changes and they were unanimously approved.

Andrew Bellone Jr. will be contacting the JIF insurance people to get clarification of the proposed changes and conversion from our current insurance company to JIF. This will be discussed and the next meeting.

### **8. Public Comments**

Chief of the Fire Department: Not Present

President of the Fire Department: Not Present

Others: Tamara Ardito from DTA solutions worked with Diamond Tool to resolve the credit memo issue. It was determined that the credit was incorrectly applied by Diamond Tool to an invoice as well as the Board of Fire Commissioners applying the credit. The issue was resolved and the balance due will be paid this month.

### **9. Adjournment**

A motion to adjourn was made by Samuel Scapellato and 2<sup>nd</sup> by Scott Graiff.

Meeting was adjourned at 19:20.

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



## Forest Grove Board of Fire Commissioners July 25<sup>th</sup> , 2017 Meeting Minutes

7:25 PM  
07/25/17  
Accrual Basis

### Franklin Township Fire District No 4 Transactions This Month As of July 31, 2017

Type	Date	Num	Name	Amount
<b>Newfield Na Bk 0505</b>				
Bill Pmt -Check	07/25/2017	11464	Action Uniform Co	-8.00
Bill Pmt -Check	07/25/2017	11465	Atlantic Switch and Generator	-805.00
Bill Pmt -Check	07/25/2017	11466	Comcast (Xfinity)	-6.00
Bill Pmt -Check	07/25/2017	11467	Comcast 569	-194.13
Bill Pmt -Check	07/25/2017	11468	Daniel Walters	-104.50
Bill Pmt -Check	07/25/2017	11469	Denise Ciulla	-197.08
Bill Pmt -Check	07/25/2017	11470	Dennis Allonnardo	-1,112.40
Bill Pmt -Check	07/25/2017	11471	Diamond Lumber Co.	-1,840.40
Bill Pmt -Check	07/25/2017	11472	Diamond Tool	-1,722.05
Bill Pmt -Check	07/25/2017	11473	DTA Solutions Enterprises LLC	-110.00
Bill Pmt -Check	07/25/2017	11474	E-Z Pass Violation Processing ...	-4.50
Bill Pmt -Check	07/25/2017	11475	Elmer Door Co. Inc.	-115.00
Bill Pmt -Check	07/25/2017	11476	Emergency Equipment Sales, L...	-2,012.40
Bill Pmt -Check	07/25/2017	11477	Forest Grove Fire Co	-557.81
Bill Pmt -Check	07/25/2017	11478	G & E Trailer Sales, LLC	-821.87
Bill Pmt -Check	07/25/2017	11479	Genna Electric	-118.00
Bill Pmt -Check	07/25/2017	11480	Jersey Fire & Safety Products L...	-149.50
Bill Pmt -Check	07/25/2017	11481	Major Petroleum Ind.	-804.43
Bill Pmt -Check	07/25/2017	11482	Mes PA	-1,059.20
Bill Pmt -Check	07/25/2017	11483	My-Lor Inc	-58.55
Bill Pmt -Check	07/25/2017	11484	Pizza Joe's	-124.90
Bill Pmt -Check	07/25/2017	11485	Public Saftey Outfitters	-350.00
Bill Pmt -Check	07/25/2017	11486	South Jersey Gas	-27.33
Bill Pmt -Check	07/25/2017	11487	Staples	-64.22
Bill Pmt -Check	07/25/2017	11488	TransUnion	-25.00
Bill Pmt -Check	07/25/2017	11489	Verizon	-70.32
Bill Pmt -Check	07/25/2017	11490	Vineland Ace Hardware	-1,052.76
Bill Pmt -Check	07/25/2017	11491	Vineland Auto Electric	-3,753.48
Bill Pmt -Check	07/25/2017	11492	Weber's Power Equipment Inc.	-832.49
Total Newfield Na Bk 0505				-18,101.32
<b>Newfield Savings 9924</b>				
Total Newfield Savings 9924				
<b>TOTAL</b>				<b>-18,101.32</b>



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7:29 PM  
07/25/17  
Accrual Basis

### Franklin Township Fire District No 4 Balance Sheet As of July 31, 2017

	Jul 31, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Newfield Na Bk 0505	-5,448.13
Newfield Savings 9924	350,067.20
<b>Total Checking/Savings</b>	<b>344,619.07</b>
<b>Total Current Assets</b>	<b>344,619.07</b>
<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>	<b>990,142.00</b>
<b>TOTAL ASSETS</b>	<b>1,334,761.07</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
Current Liabilities	432,098.52
Long Term Liabilities	12,000.00
<b>Total Liabilities</b>	<b>444,098.52</b>
Equity	890,662.55
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,334,761.07</b>