

May 14, 2015

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

Commissioners' Wickham, Symons, Poppe Jr., and Rubio (delayed) in attendance as well as Attorney Rich Braslow and CVFC Chief Alchevsky.

Attorney's Report The Township (Jackson) had the 2nd reading of the ordinance. A motion to accept revised resolution by Commissioner Poppe, 2nd by Commissioner Wickham; approved.

Discussion held regarding sale of cell tower lease. Agreement was put on hold until future fees clarified.

Solar (panels) are not being considered at this time.

S. Rausch is developing a job description for part time inspectors for the Bureau. Would like to establish a list and present it to both Boards for possible hiring.

Chief's Report/ CVFC

UHF radios in and operational, including base stations. The fire company has authorized the Chief to look into purchasing used radios, with a \$500 limit. They will be looking for reimbursement from the Board eventually.

The County will not be offering financing for the radio upgrades, but Motorola will be. The information will be sent to the Townships and not the Boards. Chief Alchevsky to keep up to date on same.

Simulcast is almost ready – Just waiting on the unit.

Fires; Training; Reports; progress

The Board addressed the issue of having all apparatus and/or officers committed to out of district responses. Chief Alchevsky addressed the issue and also spoke with the County Coordinator.

Request to Purchase mobile chargers (6 @ 75.00 per) for the newest VHF Radios

Career Lt/FF Report Apparatus maintenance and repair; progress. 5601 & 5621 are both going to R & H Spring for repairs.

Per Diem requirements established – Need to add CDL. The firefighter (per diem) and the inspector (part time) hire(s) will be advertised at the same time.

Request to Purchase(s) approved as follows: Paint (5639); work lights (\$739.00); fittings; and a water filter/softener (\$1439.00).

The Chief was questioned as to which officers have pump operations – He replied all but one. The Board advised that all prospective officers will have pump ops or will not be an officer next year. The course should have been obtained prior to qualifying to drive apparatus.

Commissioner Rubio was approached by a college student inquiring as to doing his internship with the career staff. Waiting to hear back from the insurance company as to their requirements/limitations. He will not be performing any firefighting activities, just a ride along.

Motion by Commissioner Rubio, 2nd by Commissioner Poppe to go to closed session; approved 1950.

Motion to reopen meeting by Commissioner Poppe, 2nd by Commissioner Wickham. Meeting reopened at 2018 hours.

There will be no insurance claim regarding 5624. Repairs will be made in-house. FF A Poppe will fix (temporary) bed as needed while looking for a replacement.

Motion by Commissioner Poppe, 2nd by Commissioner Wickham to adjourn at 2035 hours; approved.

12:34 PM

District 2 Board of Fire Commissioners

Approve to Pay

May 2015

05/14/15

Accrual Basis

Date	Num	Name	Memo	Amount
May 15				
05/15/2015	SNJBHF0515	NJSHBP	Health Benefits Monthly Billing	-9,992.97
05/14/2015	20147	A T & T	0205973458001	-49.95
05/14/2015	20148	Absolute Fire Protection		-8,383.02
05/14/2015	20149	Air & Gas Technologies		-1,904.35
05/14/2015	20150	Attention to Detail		-260.00
05/14/2015	20151	Blaze Emergency Equipment LLC		-2,924.95
05/14/2015	20152	Cablevision		-149.85
05/14/2015	20153	CASSVILLE VOL FIRE CO NO. 1		-266.82
05/14/2015	20154	County Line Hardware		-71.94
05/14/2015	20155	Fire One Inc		-910.50
05/14/2015	20156	Garden State Fire & Security Alarm ...	3431	-246.15
05/14/2015	20157	GPS Trackit		-125.00
05/14/2015	20158	Hanson, Justin		-35.00
05/14/2015	20159	HealthQuest Community Education		-20.00
05/14/2015	20160	Hunter Pest Services LLC		-135.00
05/14/2015	20161	Intuit Inc		-199.95
05/14/2015	20162	Jackson Municipal Utilities Authority		-486.90
05/14/2015	20163	Jamison, Ginnix		-450.04
05/14/2015	20164	Koerner & Koerner PA	Client No. 31110	-1,375.00
05/14/2015	20165	Mergner, Joseph		-35.00
05/14/2015	20166	Moore Medical		-366.35
05/14/2015	20167	Municipal Emergency Services Inc	47918	-564.00
05/14/2015	20168	POPPE III, JOHN		-111.24
05/14/2015	20169	Poppe, Adam		-111.25
05/14/2015	20170	Skylands		-57.00
05/14/2015	20171	Tasc Fire Apparatus Inc		-62.50
05/14/2015	20172	Twin Rocks Spring Water		-6.00
05/14/2015	20173	VAN SANT TOTAL SUPPLY		-131.45
05/14/2015	20174	Velting Overhead Doors		-125.00
05/14/2015	20175	WB Mason		-208.95
05/14/2015	20176	Braslow, Richard		-1,350.00
05/14/2015	EFT 2015025	Freehold Cartage Inc.	60066000	-118.90
05/14/2015	EFT 2015026	Home Depot	6035322500449628	-622.98
05/14/2015	EFT 2015027	Jersey Central Power & Light	100015400045	-749.10
05/14/2015	EFT 2015028	Leaf Capital Funding		-203.00
05/14/2015	EFT 2015029	NJ Natural Gas	22-0013-5208-06	-1,233.86
05/14/2015	EFT 2015030	Speedway Fleet	0461-00-716420-5	-1,286.06
05/14/2015	EFT 2015031	Verizon	732928910034807Y	-164.42
May 15				-35,494.45

MONTHLY BUDGET RECONCILIATION				
5/14/2015 0:00	2015 BUDGET	2015 YTD EXPENSES	2015 BUDGET BALANCES	
<u>OPERATING APPROPRIATIONS</u>				
Salaries/Wages	361,010.00	142,094.00	218,916.00	
Salaries/Wages - OT	20,000.00	3,369.00	16,631.00	
Salaries/Wages - Commissioners	8,750.00	2,188.00	6,562.00	
Fringe Benefits	190,700.00	51,952.00	138,748.00	
Rental Charges (Hydrant)	18,000.00	4,130.00	13,870.00	
Other Rentals	30,000.00	7,500.00	22,500.00	
Insurance Premiums **Incl WC - YTD	115,000.00	26,983.00	88,017.00	
LOSAP	15,000.00		15,000.00	
Utilities & Related Services	40,000.00	12,958.00	27,042.00	
Professional Services	50,000.00	10,428.00	39,572.00	
Other Outside Services			0.00	
Advertising	3,000.00	1,510.00	1,490.00	
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	982.00	19,018.00	
Convention Expense (in-house line item only)				
Uniforms & Personnel Equipment	25,000.00	4,124.00	20,876.00	
Maintenance & Repairs	100,000.00	49,477.00	50,523.00	
Other Operating Materials & Supplies	35,000.00	5,062.00	29,938.00	
Office Supplies/Postage	4,000.00	1,571.00	2,429.00	
Purchase of Non-Bondable Assets***	27,250.00	9,775.00	17,475.00	
Replacement Equipment	30,250.00	107.00	30,143.00	
Extrication Equipment	7,500.00		7,500.00	
			0.00	
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	
<u>TOTAL OPERATING APPROPRIATIONS</u>	1,159,308.00	336,243.00	823,065.00	
<u>CAPITAL APPROPRIATIONS</u>				
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)	
<u>TOTAL CAPITAL APPROPRIATIONS</u>	63,771.00	63,772.00	-1.00	
<u>TOTAL BUDGET APPROPRIATIONS</u>	1,223,079.00	400,015.00	823,064.00	
<u>CASH BALANCES</u>				
Cash (Regular Checking)	7,717.97	05/14/15		
Cash (Money Market)	647,822.20	05/14/15		
Cash (Payroll Checking)	11,623.11	05/14/15		
Cash (Capital Improvement Account)	239,621.27	05/14/15		
<u>TOTAL CASH BALANCES</u>	906,784.55			
5/14/2015 12:28	2015 BUDGET	RECEIVED	ANTICIPATED	BALANCE
<u>REVENUE/INCOME</u>				
Fund Balance Utilized	0.00			0.00
Basic Entitlement Grant	4,648.00			4,648.00

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

12:10 PM
05/14/15
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
Total 445 - Replacement of Equipment				106.99
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
Total Purchase of Assets (Not Capital				
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 Suiter	250.00
Bill	05/07/2015	HealthQuest Community Education	CPR Cards	20.00
Total 424 - Training				982.00
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	Municipal Emergency Services Inc	Turnout Gear Hangars	92.99
Bill	04/29/2015	CASSVILLE VOL FIRE CO NO. 1	Clothing allowance reimb	56.24
Bill	04/29/2015	POPPE III, JOHN	Clothing Allowance (boots)	56.25
Bill	04/29/2015	Poppe, Adam		

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

12:10 PM
 05/14/15
 Accrual Basis

Type	Date	Name	Memo	Amount
Bill	05/05/2015	Municipal Emergency Services Inc	Clothing Allowance/Hanson	564.00
Total 428 - Clothing/PPE				4,123.87
Total A-12 Total costs of Operations				14,987.86
Total Cost of Operations and Maintena				14,987.86
TOTAL				14,987.86