



**Forest Grove Board of Fire Commissioners
March 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**
- __ Vacant – To be filled ASAP**

Public Present & Others:

Tamara Ardito – DTA Solutions
Dennis Allonardo – Chief of the Fire Department
Ed Paul – Ball, Buckley & Seher
Joseph Scapellato – Commissioner Appointee

2. Reading of the minutes of the previous meeting

A motion to accept minutes as read was made by Samuel Scapellato and seconded by Thomas Bellone Sr. 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 Mykola Myronowskyj and was seconded by Andrew Bellone Jr. Please refer to the attached report.

5. Treasurers Report

An e-mail came from the CFO of Franklin Township stating that the first quarter tax payment will be made on March 23rd 2018 in the amount of \$134,748.75.

A motion to accept Treasurers report as read was made by Andrew Bellone Jr. and was seconded by Samuel Scapellato.



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

6. Old Business

There is still a \$2,500.00 grant that was received that was not applied. The Board believes that the funds were for the replacement SCBA's, or for the purchase of the SCBA fit testing machine. The Board forwarded the funds in advance of the grant to pay for the SCBA's. The grant should have been applied to that expenditure. Thomas Bellone Sr. went through the records to determine if this is correct. Thomas was unable to confirm if these funds were for the SCBA grant. Ed Paul was present at the meeting and stated that the amount will be written off and this matter can be considered closed.

The next scheduled payment to Wells Fargo for the KME Rescue Truck was sent. The Board agreed that this payment should be sent priority mail with a signature required. When this payment is received, the late fee that was mistakenly assessed to the account should automatically be removed.

This afternoon the Board's e-mail account was sent an e-mail from Wells Fargo clearing the late fee charges as promised. This matter is now closed.

7. New Business

Resolution 2018-01 was adopted appointing Joseph Scapellato to fill the remaining unexpired term of Scott Graiff. As a reminder, Scott Graiff resigned from the Board due to his achieving the rank of Deputy Chief of the Department. The Resolution was read aloud, and a vote was conducted. The vote of "Aye" was unanimous, and Joseph Scapellato was sworn in and read the Oath of Office by the Chairman. Joseph is now a member of the Board of Fire Commissioners, District 4, Township of Franklin, Gloucester County, NJ.

Mr. John Borelli Jr. added the new building and the LED sign to the insurance policy. John confirmed the procedure and the contacts for the workers compensation insurance so that we can pre-complete the forms on the trucks and add as much of this information as possible to make it easier at the time of an incident for the reporting officer. These forms have been updated and are on all apparatus.

The Board discussed purchasing a new bio-metric door lock to eliminate the need for keys.

Financial Disclosures will be ready to file on April 5th 2018. Mr. Myronowskyj will schedule a day and time for all filers to come to the Commissioners office so that he can assist them with the filing of the Disclosures if needed.



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

7. New Business continued

Ed Paul of Ball, Buckley & Seher is working on the new command vehicle purchase. There are several concerns regarding the contract between First Priority and HGAC. Mr. Paul will research the issues and if First Priority is not on the HGAC contract, the Board may need to go out to state contract to purchase this vehicle. Mr Paul will keep up advised.

Resolution 2018-02 LFB Application for the Command Vehicle was adopted by the Board. This resolution is for the application to the Local Finance Board to purchase the vehicle. The vote of “Aye” was unanimous, and the resolution was passed.

Additional discussions were had regarding the building and purchase of the new vehicle if First Priority is not on the HGAC contract.

The Chief will work on creating a breakdown of what is needed for the vehicle. This information will be used to create the contract line items if needed.

Leasing options and payment dates were discussed. If the contract is signed and the vehicle is built and delivered, the leasing company that is selected will not receive a payment until January 2019, and the annual payment must be set for March of each following year. Ed Paul will be working with the different leasing companies to have a lease contract created.

8. Public Comments

Chief of the Fire Department: Present, no report.

President of the Fire Department: Not present.

Others: Ed Paul, as noted in new business

9. Adjournment

A motion to adjourn the meeting was made by Samuel Scapellato and was seconded by Thomas Bellone Sr. The meeting was adjourned at 19:48.

Respectfully Submitted,

Mykola “Nick” Myronowskyj

Secretary

Board of Fire Commissioners, District 4

Township of Franklin, Gloucester County NJ



**Forest Grove Board of Fire Commissioners
March 27, 2018 - Meeting Minutes**

7:16 PM
03/27/18
Accrual Basis

**Franklin Township Fire District No 4
Balance Sheet
As of March 31, 2018**

	Mar 31, 18
ASSETS	
Current Assets	
Checking/Savings	
Newfield Na Bk 0505	-15,464.74
Newfield Savings 9924	303,828.02
Total Checking/Savings	288,363.28
Total Current Assets	288,363.28
Fixed Assets	
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	
Accumulated Deprec	-1,198,294.00
Assets Equipment	802,651.00
Vehicles	1,297,831.00
Total Fixed Assets	902,188.00
Total Fixed Assets	990,142.00
TOTAL ASSETS	1,278,505.28
LIABILITIES & EQUITY	
Liabilities	444,098.52
Equity	834,406.76
TOTAL LIABILITIES & EQUITY	1,278,505.28



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

7:15 PM
03/27/18
Accrual Basis

Franklin Township Fire District No 4 Transactions This Month As of March 31, 2018

Type	Date	Num	Name	Amount
Newfield Na Bk 0505				
Bill Pmt -Check	03/13/2018	11694	Glenn Insurance, Inc.	-9,570.24
Transfer	03/14/2018			10,000.00
Bill Pmt -Check	03/15/2018	11695	VALIC	-36,282.96
Transfer	03/27/2018			2,500.00
Bill Pmt -Check	03/27/2018	11696	Action Uniform Co	-158.00
Bill Pmt -Check	03/27/2018	11697	Ball Buckley & Seher, LLP	-2,025.00
Bill Pmt -Check	03/27/2018	11698	Bondy Oil Inc	-133.12
Bill Pmt -Check	03/27/2018	11699	Comcast (Xfinity)	-6.00
Bill Pmt -Check	03/27/2018	11700	Comcast 569	-205.47
Bill Pmt -Check	03/27/2018	11701	Courier Post	-67.84
Bill Pmt -Check	03/27/2018	11702	Dennis Allonnardo	-80.15
Bill Pmt -Check	03/27/2018	11703	Diamond Lumber Co.	-543.00
Bill Pmt -Check	03/27/2018	11704	Diamond Tool	-128.00
Bill Pmt -Check	03/27/2018	11705	DTA Solutions LLC	-220.00
Bill Pmt -Check	03/27/2018	11706	Fire Engineering	-40.00
Bill Pmt -Check	03/27/2018	11707	Forest Grove Fire Co	-3,085.69
Bill Pmt -Check	03/27/2018	11708	Glenn Insurance, Inc.	-276.65
Bill Pmt -Check	03/27/2018	11709	MAC DONALD COMMUNICATI...	-805.99
Bill Pmt -Check	03/27/2018	11710	Major Petroleum Ind.	-689.13
Bill Pmt -Check	03/27/2018	11711	Mes PA	-731.20
Bill Pmt -Check	03/27/2018	11712	MRA Mobile Truck & Trailer Re...	-2,855.59
Bill Pmt -Check	03/27/2018	11713	My-Lor Inc	-93.85
Bill Pmt -Check	03/27/2018	11714	Pizza Joe's	-417.30
Bill Pmt -Check	03/27/2018	11715	Scott Graiff	-150.35
Bill Pmt -Check	03/27/2018	11716	Staples	-748.94
Bill Pmt -Check	03/27/2018	11717	SUTPHEN TOWERS	-28.67
Bill Pmt -Check	03/27/2018	11718	TransUnion	-25.00
Bill Pmt -Check	03/27/2018	11719	Verizon Wireless 197	-70.32
Bill Pmt -Check	03/27/2018	11720	Vineland Ace Hardware	-1,543.02
Bill Pmt -Check	03/27/2018	11721	Vineland Auto Electric	-30.80
Bill Pmt -Check	03/27/2018	11722	Weber's Power Equipment Inc.	-221.97
Total Newfield Na Bk 0505				-48,734.25
Newfield Savings 9924				
Transfer	03/14/2018			-10,000.00
Transfer	03/27/2018			-2,500.00
Total Newfield Savings 9924				-12,500.00
TOTAL				-61,234.25



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



Board of Fire Commissioners, District 4
Township of Franklin, Gloucester County NJ
1635 Forest Grove Road
Vineland, NJ 08360

Resolution #2018-01, March 27, 2018

Resolution for Appointment of Joseph S. Scapellato as Fire Commissioner for Fire District #4, Forest Grove, Township of Franklin, County of Gloucester, State of New Jersey.

WHEREAS, The Board of Fire Commissioners of Fire District # 4, Forest Grove, Township of Franklin, County of Gloucester, State of New Jersey have previously established Positions of Fire Commissioners of the Fire District; and,

WHEREAS, there exists a need to appoint and fill a vacant unexpired term of Fire Commissioner immediately within the Fire District #4, Forest Grove, Township of Franklin, County of Gloucester, State of New Jersey; and,

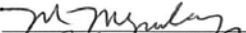
WHEREAS, such position will be filled for the purpose of the of Fire District #4, Forest Grove, Township of Franklin, County of Gloucester, State of New Jersey; and,

NOW THEREFORE BE IT RESOLVED, the Board of Fire Commissioners, Fire District #4, Forest Grove, Township of Franklin, County of Gloucester, State of New Jersey hereby appoint Joseph S. Scapellato to fill said position;

BE IT FURTHER RESOLVED, the Board of Fire Commissioners, Fire District #4, Forest Grove, Township of Franklin, County of Gloucester, State of New Jersey has adopted the within Resolution at the regular scheduled meeting on March 27, 2018.

Chairman, Andrew M Bellone Jr. 

Co-Chairman, Samuel Scapellato 

Secretary, Mykola Myronowskyj 

Treasurer, Thomas Bellone Sr. 



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

**RESOLUTION OF FRANKLIN TOWNSHIP FIRE DISTRICT NO. 4
COUNTY OF GLOUCESTER
MAKING APPLICATION TO THE LOCAL FINANCE BOARD
PURSUANT TO N.J.S.A.5-6**

WHEREAS, THE Board of Fire Commissioners of the Franklin Township Fire District No. 4, in the County of Gloucester desires to make application to the Local Finance Board for its review and/or approval of a proposed project financing authorizing the Board of Fire Commissioners to lease with an option to buy a new Chevrolet Tahoe Command Vehicle with related equipment with a net cost not to exceed \$71,894.00 and financed by a capital lease of \$71,894.00, and

WHEREAS, Board of Fire Commissioner believes:

- (a) it is in the public interest to accomplish such purpose;
- (b) said purpose or improvements are for the health, wealth, convenience or betterment of the inhabitants of the local unit or units;
- (c) the amounts to be expended for said purpose or improvements are not unreasonable or exorbitant;
- (d) the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the local unit or units and will not create an undue financial burden to be placed upon the local unit or units;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of the Franklin Township Fire District No. 4 in the County of Gloucester as follows:

Section 1. The application to the Local Finance Board is hereby approved, and the solicitor, financial advisor, along with other representatives of the Fire District are hereby authorized to prepare such application and to represent the Board in matters pertaining thereto.

Section 2. The financial advisor of the Board of Fire Commissioners of the Franklin Township Fire District No. 4, County of Gloucester, State of New Jersey is hereby directed to prepare and file a copy of the proposed project financing with the Local Finance Board as part of such application.

Section 3. The Local Finance Board is hereby respectfully requested to consider such application and to record its findings, recommendations and/or approvals as provided by the applicable New Jersey Statute.

Recorded Vote

	<u>AYE</u>	<u>NO</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
A. Bellone	✓			
S. Scapellato	✓			
Myronowskyj	✓			
T. Bellone	✓			
J. Scapellato	✓			

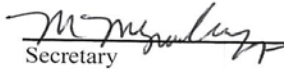


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March 27, 2018 - Meeting Minutes**

The foregoing is a true copy of a resolution adopted by the governing body of the Franklin Township Fire District No. 4, County of Gloucester on March 27, 2018.


Chairman

Approved this 27th day of March, 2018


Secretary