



Forest Grove Board of Fire Commissioners October 27, 2020 - Meeting Minutes

1. Call to Order: 19:00

1. Members Present

- X Andrew Bellone Jr. - Chairman
- X Samuel Scapellato - Vice Chairman
- X Mykola "Nick" Myronowskyj - Secretary
- X Joseph Scapellato - Treasurer
- X Thomas Bellone Sr. - Commissioner

Public Present & Others:

None

2. Reading of the minutes of the previous meeting

A motion to accept minutes as read was made by Thomas Bellone Sr. and seconded by Samuel Scapellato. No changes to be made.

3. Treasurers Report & Bills against the Commission

Joseph Scapellato reported that the overpayment made to the Mistras Group was returned. The amount was \$1,575.00 and has been processed. This was due to a clerical error by the Chief.

\$55.00 roll of postage stamps was purchased and the receipt paid, the petty cash fund has a new balance of \$156.40.

A motion to pay all bills and to accept the Treasurers report was made by Andrew Bellone Jr., and was seconded by Mykola Myronowskyj.

Refer to the attached files for list of all bills paid.

4. Old Business

The Commissioners were reminded to check and clear their mailboxes each month.

At this time during the COVID-19 pandemic, the Chief, President and Vice-President were reminded to practice all safety and PPE protocols.

Mykola Myronowskyj filing of documents that he is able to locate from 2011 and prior. The files that are being archived are being organized, then scanned and then filed.



Forest Grove Board of Fire Commissioners October 27, 2020 - Meeting Minutes

4. Old Business continued

Mykola Myronowskyj reported that the 2021 generator maintenance contract renewal was received, however was another change that needed to be made to the contract. Mr. Myronowskyj contacted GenServe and the corrections were made. The contract was signed and will be sent to GenServe. The check for the contract payment of \$835.00 will be sent in January 2021.

Mykola Myronowskyj is still currently working on the 2020 Forest Grove equipment audit.

The MUA's for the surrounding locals will need to be updated. Mykola Myronowskyj is currently working on them and will submit them to the Board for review and approval once they have been finalized.

A safe was purchased and is now in use in the Commissioners office. Andrew Bellone Jr. suggested the Board purchase a fireproof safe to store the important documents that the Board of Fire Commissioners possess. The documents that were stored in the Fire Department safe have been moved to the Commissioners safe.

The Board of Fire Commissioners 2019 financial audit is now completed and the audit payment was sent to Ball, Buckley & Seher, LLP.

5. New Business

The VFIS renewal questionnaire was completed and the Board reviewed the package. Mykola Myronowskyj will send the completed questionnaire to Glenn Insurance.

A blue light permit for Gerald Sheridan, Andrew Bellone Jr, signed the permit, a copy was made for the file and the packet will be given to the Chief to complete.

The bookkeeper is currently working to rectify the discrepancy that was found on the balance sheet regarding the total fixed assets. Apparently, a simple journal entry was made in the accounting software. This was the incorrect type of entry and we are working to have the figure corrected to reflect the proper total fixed assets as represented on the audits.

The 2003 Ford Excursion may be at its end of life. In addition to the costly repairs needed to the body and frame, the Chief reported that the fuel system is having issues. Mykola Myronowskyj suggested to the Board that we have the Chief obtain estimates to fully repair the vehicle to be operational before any repairs are made. The Chief has until the next meeting to obtain the needed estimated. At the next meeting the Board will review the costs and determine if the vehicle should be repaired or if it is financially responsible to take it out of service.



**Forest Grove Board of Fire Commissioners
October 27, 2020 - Meeting Minutes**

6. Public Comments

Chief of the Fire Department: Not Present

President of the Fire Department: Not Present

Others: Not Present

7. Adjournment

A motion to adjourn the meeting was made by Andrew Bellone Jr., and seconded by Joseph Scapellato.

Meeting was adjourned at 19:30 hours.

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



Forest Grove Board of Fire Commissioners October 27, 2020 - Meeting Minutes

3:19 PM
10/27/20
Accrual Basis

Franklin Township Fire District No 4 Balance Sheet As of October 31, 2020

	Oct 31, 20
ASSETS	
Current Assets	
Checking/Savings	
Newfield Na Bk 0505	-15,168.57
Newfield Savings 9924	563,115.89
Total Checking/Savings	547,947.32
Total Current Assets	547,947.32
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	
Accumalated 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	1,538,089.32
LIABILITIES & EQUITY	1,538,089.32



Forest Grove Board of Fire Commissioners October 27, 2020 - Meeting Minutes

3:08 PM
10/27/20
Accrual Basis

Franklin Township Fire District No 4 Transactions This Month As of October 31, 2020

Type	Date	Num	Name	Amount
Newfield Na Bk 0505				
Bill Pmt -Check	10/27/2020	12415	Ball Buckley & Seher, LLP	-5,969.90
Bill Pmt -Check	10/27/2020	12416	Blaze Emergency Equipment C...	-52.69
Bill Pmt -Check	10/27/2020	12417	Blue Tarp Credit Services	-840.25
Bill Pmt -Check	10/27/2020	12418	Comcast (Xfinity)	-16.96
Bill Pmt -Check	10/27/2020	12419	Comcast 569	-208.38
Bill Pmt -Check	10/27/2020	12420	D&H Auto Supplies	-6.99
Bill Pmt -Check	10/27/2020	12421	Dennis Allonnardo	-176.89
Bill Pmt -Check	10/27/2020	12422	DTA Solutions LLC	-125.00
Bill Pmt -Check	10/27/2020	12423	Forest Grove Fire Co	-2,800.99
Bill Pmt -Check	10/27/2020	12424	Glenn Insurance, Inc.	-8,979.00
Bill Pmt -Check	10/27/2020	12425	Hamilton Fire and Safty Equip.	-487.00
Bill Pmt -Check	10/27/2020	12426	Major Petroleum Ind.	-343.33
Bill Pmt -Check	10/27/2020	12427	McKesson Medical Surgical	-9.15
Bill Pmt -Check	10/27/2020	12428	Mes PA	-243.00
Bill Pmt -Check	10/27/2020	12429	MRA Mobile Truck & Trailer Re...	-2,369.59
Bill Pmt -Check	10/27/2020	12430	My-Lor Inc	-18.31
Bill Pmt -Check	10/27/2020	12431	Mykola Myronowskyj	-61.82
Bill Pmt -Check	10/27/2020	12432	Nat Alexander Company, Inc.	-355.00
Bill Pmt -Check	10/27/2020	12433	Rowan College at Gloucester C...	-300.00
Bill Pmt -Check	10/27/2020	12434	SOUTH JERSEY WELDING S...	-23.86
Bill Pmt -Check	10/27/2020	12435	Staples	-321.32
Bill Pmt -Check	10/27/2020	12436	Tony D's Auto & Small Engine ...	-1,003.39
Bill Pmt -Check	10/27/2020	12437	TransUnion	-50.00
Bill Pmt -Check	10/27/2020	12438	Verizon Wireless 197	-60.32
Bill Pmt -Check	10/27/2020	12439	Vineland Auto Electric	-600.50
Bill Pmt -Check	10/27/2020	12440	Weber's Power Equipment Inc.	-179.99
Bill Pmt -Check	10/27/2020	12441	Wireless Communications	-544.58
Total Newfield Na Bk 0505				-26,148.21
Newfield Savings 9924				
Deposit	10/07/2020			1,575.00
Total Newfield Savings 9924				1,575.00
TOTAL				-24,573.21