

November 12, 2015

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

Commissioners' Symons, Poppe Jr., Ryan and Wickham in attendance as well as Attorney Rich Braslow, District 1 Commissioners R. Redington and M. Fleming, Fire Dist 1 Employee S. Rauch.

CVFC represented by Chief Alchevsky, Asst Chief Langguth and Capt. S. Ryan.

Motion by Commissioner Poppe, 2nd by Commissioner Wickham to change December meeting to December 7 2015.

Chief's Report/ CVFC

Update(s) given/Progress. Request to purchase (Mansavers/5639) approved. Simulcaster will cost an additional 570.00 to be paid by District 3 and reimbursed by all districts. Gemtor training discussed – Will be requesting 10/12 more but no prices available yet.

The RIC Training held 11/6-11/8 with 16 people in attendance, was discussed. The fire company is looking to put one and possibly 2 teams together by January 1, 2016. Will put everything together by next Board meeting.

The Board advised the Chief that a hearing date for FF V Tracy will be provided and to advise him of that and also that there will be no re-scheduling once the date is set.

Purchase requests submitted and approved for 2 RIT Systems and 4 pair FF boots.

Career Lt/FF Report Apparatus maintenance and repair; progress. Station 56-1 bay grates repaired; Building generator is not working. Approval was given to install an engine brake on 5601. Price from Peterbilt is \$8575.00

Joe will contact the engineer reference the roof.

The per-diem list is complete and the Board approved to start using them.

Motion by Commissioner Poppe, 2nd by Commissioner Wickham to go to close session; approved at 1950 hours.

Motion to reopen meeting by Commissioner Poppe, 2nd by Commissioner Wickham. Meeting reopened at 2045 hours.

Motion to accept the 2014 financial audit by Commssioner Ryan, 2nd by Commissioner Wickham. No corrective action plan required.

CVFC Line Officer nominations and the issue of low percentages and lack of night time response by Chief and Assistant Chief were discussed.

Motion by Commissioner Ryan, 2nd by Commissioner Wickham to approve and pay all presented bills.

Motion to adjourn by Commissioner Ryan, 2nd by Commissioner Wickham at 2056 hours.

MONTHLY BUDGET RECONCILIATION				
11/12/2015 0:00	2015 BUDGET	2015 YTD EXPENSES	2015 BUDGET BALANCES	
<u>OPERATING APPROPRIATIONS</u>				
Salaries/Wages	361,010.00	330,254.00	30,756.00	
Salaries/Wages - OT	20,000.00	10,793.00	9,207.00	
Salaries/Wages - Commissioners	8,750.00	6,563.00	2,187.00	
Fringe Benefits	190,700.00	113,669.00	77,031.00	
Rental Charges (Hydrant)	18,000.00	12,390.00	5,610.00	
Other Rentals	30,000.00	22,500.00	7,500.00	
Insurance Premiums **Incl WC - YTD	115,000.00	111,716.00	3,284.00	
LOSAP	15,000.00		15,000.00	
Utilities & Related Services	40,000.00	24,351.00	15,649.00	
Professional Services	50,000.00	30,863.00	19,137.00	
Other Outside Services			0.00	
Advertising	3,000.00	1,969.00	1,031.00	
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	11,818.00	8,182.00	
Convention Expense (in-house line item only)				
Uniforms & Personnel Equipment	25,000.00	16,198.00	8,802.00	
Maintenance & Repairs	100,000.00	91,216.00	8,784.00	
Other Operating Materials & Supplies	35,000.00	14,276.00	20,724.00	
Office Supplies/Postage	4,000.00	4,531.00	(531.00)	
Purchase of Non-Bondable Assets***	27,250.00	17,715.00	9,535.00	
Replacement Equipment	30,250.00	603.00	29,647.00	
Extrication Equipment	7,500.00	5,249.00	2,251.00	
Fire Prevention Bureau Exp	38,300.00	10,567.00	27,733.00	
Fire District 1 Payroll Expense		18,149.00		
UFGS 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>	1,197,608.00	857,423.00	358,334.00	
<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>	1,261,379.00	921,195.00	358,333.00	
<u>CASH BALANCES</u>				
Cash (Regular Checking)	34,696.14	11/12/15		
Cash (Money Market)	1,967,186.16	11/12/15		
Cash (Payroll Checking)	29,077.77	11/12/15		
Cash (Capital Improvement Account)	239,807.77	11/12/15		
<u>TOTAL CASH BALANCES</u>	2,270,767.84			
11/12/2015 14:49	2015 BUDGET	RECEIVED	ANTICIPATED	BALANCE
<u>REVENUE/INCOME</u>				
Fund Balance Utilized	0.00			0.00

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

2:55 PM
11/12/15
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
Bill	06/19/2015	FF1 Professional Safety Services	Applicances / Apparatus	496.47
Total 445 · Replacement of Equipment				603.46
445.1 · Extrication Equipment				
Bill	09/08/2015	Specialty Rescue Inc.	Strut Kit	5,249.00
Total 445.1 · Extrication Equipment				5,249.00
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
445.3 · Hose				
Bill	07/24/2015	Emergency Equipment Sales LLC	Replacement Hose	3,420.63
Total 445.3 · Hose				3,420.63
445.5 · Pagers				
Bill	06/19/2015	Battery Clearance LLC	Portable chargers (6)	450.00
Bill	07/24/2015	Allcom Technologies	Pagers (6)	3,570.00
Bill	09/08/2015	CASSVILLE VOL FIRE CO NO. 1	(4) used Kenwood Mobile Radios	500.00
Total 445.5 · Pagers				4,520.00
Total Purchase of Assets (Not Capital				
				23,568.09
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 Sulter	250.00
Bill	05/07/2015	HealthQuest Community Education	CPR Cards	20.00
Bill	06/09/2015	Middlesex County Fire Academy	Rescue/Rigging - Quaranta	210.00
Bill	06/11/2015	CASSVILLE VOL FIRE CO NO. 1	Reimb/EMT Books (4 members)	660.00
Bill	06/19/2015	Less Stress Instructional Services	EMS CORE REFRESH/MERGNER	185.00
Bill	07/24/2015	Middlesex County Fire Academy	mv extrication - Quaranta	262.00
Bill	07/24/2015	FF1 Professional Safety Services	RIC	3,890.00

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

2:55 PM
11/12/15

Accrual Basis

Type	Date	Name	Memo	Amount
Bill	09/08/2015	CASSVILLE VOL FIRE CO NO. 1	Cube & Hotel rooms	1,928.30
Bill	09/14/2015	All Hands Fire Equipment	Gemtor Harness Training	2,050.00
Bill	09/14/2015	On-Scene Training Associates LLC	Hot Fires	1,600.00
Bill	10/08/2015	POPPE III, JOHN	Reimb-meals	50.88
Bill	10/08/2015	FF1 Professional Safety Services	Water rescue - 2 members	0.00
Total 424 - Training				11,818.18
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	CASSVILLE VOL FIRE CO NO. 1	Turnout Gear Hangars	92.99
Bill	04/29/2015	POPPE III, JOHN	Clothing allowance reimb	56.24
Bill	04/29/2015	Poppe, Adam	Clothing Allowance (boots)	56.25
Bill	05/05/2015	Municipal Emergency Services Inc	Clothing Allowance/Hanson	564.00
Bill	07/24/2015	Lion Total Care	Turnout Gear repair & maintenance	255.50
Bill	07/24/2015	Reading Fire Equipment Inc.	Turnout Gear/3 sets	6,410.34
Bill	08/04/2015	Municipal Emergency Services Inc	Clothing Allowance	84.00
Bill	08/13/2015	Municipal Emergency Services Inc	Boots	99.00
Bill	09/08/2015	FF1 Professional Safety Services	Gloves	1,240.00
Bill	09/08/2015	Municipal Emergency Services Inc	Clothing Allowance-Poppe III	238.00
Bill	09/10/2015	Lion Total Care	Turnout Gear Repair/Cleaning	79.50
Bill	09/14/2015	Municipal Emergency Services Inc	Helmets / Turnout Gear	998.00
Bill	09/17/2015	Municipal Emergency Services Inc	Clothing allowance-A Poppe	123.00
Bill	10/08/2015	Emergency Equipment Sales LLC	Boots	1,065.50
Bill	10/16/2015	Municipal Emergency Services Inc	Clothing Allowance-A Poppe	358.00
Bill	10/16/2015	Emergency Equipment Sales LLC	Hoods (12)	426.02
Bill	11/02/2015	Municipal Emergency Services Inc	Clothing Allowance/Mergner	697.50
Total 428 - Clothing/PPE				16,198.23
Total A-12 Total costs of Operations				51,584.50
Total Cost of Operations and Maintena				51,584.50
TOTAL				51,584.50

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11/12/15

Accrual Basis

District 2 Board of Fire Commissioners

Approve to Pay

November 2015

Date	Num	Name	Memo	Amount
Nov 15				
11/13/2015	SNJHBF 1115	NJSHBP	Health Benefits Monthly Billing	-10,235.44
11/12/2015	20356	A T & T	0205973458001	-48.17
11/12/2015	20357	All Hands Fire Equipment		-2,050.00
11/12/2015	20358	Attention to Detail		-260.00
11/12/2015	20359	Braslow, Richard		-1,350.00
11/12/2015	20360	C & T Lawn Sprinkler Systems & Lan...		-150.00
11/12/2015	20361	Cablevision		-149.85
11/12/2015	20362	County Line Hardware		-10.98
11/12/2015	20363	Custom Bandag Inc	0034233	-1,896.16
11/12/2015	20364	Emergency Equipment Sales LLC		-426.02
11/12/2015	20365	Garden State Fire & Security Alarm ...	3431	-246.15
11/12/2015	20366	GPS Trackit		-125.00
11/12/2015	20367	Hanson, Justin		-35.00
11/12/2015	20368	Hunter Pest Services LLC		-45.00
11/12/2015	20369	Jackson Municipal Utilities Authority		-1,043.50
11/12/2015	20370	Mergner, Joseph		-35.00
11/12/2015	20371	Municipal Emergency Services Inc	47918	-358.00
11/12/2015	20372	National Parts Supply Co	LW3100	-310.00
11/12/2015	20373	On-Scene Training Associates LLC		-1,600.00
11/12/2015	20374	POPPE III, JOHN		-35.00
11/12/2015	20375	Poppe, Adam		-35.00
11/12/2015	20376	Sustainable Supply Co LLC		-76.06
11/12/2015	20377	Tasc Fire Apparatus Inc		-2,925.00
11/12/2015	20378	Twin Rocks Spring Water		-3.00
11/12/2015	20379	VFIS	VFP 4331-1647D-01	-460.00
11/12/2015	20380	WB Mason		-222.12
11/12/2015	20381	Zen Business Consulting		-525.00
11/12/2015	2015066	Freehold Cartage Inc.	60066000	-118.90
11/12/2015	2015067	Home Depot	6035322500449628	-139.31
11/12/2015	2015068	Jersey Central Power & Light	100015400045	-700.56
11/12/2015	2015069	Leaf Capital Funding		-203.00
11/12/2015	2015070	NJ Natural Gas	22-0013-5208-06	-131.47
11/12/2015	2015071	Speedway Fleet	0461-00-716420-5	-744.60
11/12/2015	2015072	Travelers	6JUB-901X864-6-15	-1,502.01
11/12/2015	2015073	Verizon	732928910034807Y	-159.92
Nov 15				-28,355.22