

June 11, 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., Rubio and Ryan in attendance as well as Attorney Rich Braslow.

Chief's Report/ CVFC

Request to Purchase equipment for boat – To be discussed in closed session.

Career Lt/FF Report Apparatus maintenance and repair; progress.

Request to Purchase(s) approved as follows: Side lights on push bar (5610 vehicle)/East Coast to install. The 2008 pick-up was backed into at St. 56.

J. Mergner approved to attend EMT Core training at Jackson Fire District 3.

New exterior doors to be painted by career staff.

Attorney's Report Election legislation discussed. County would pay cost of voting machines but if fire districts don't align with general voting districts then it can't be done.

Old Business Carpets in offices are being cleaned and floor mats will be ordered.

Motion by Commissioner Rubio, 2nd by Commissioner Ryan to go to closed session at 1930.

Motion to reopen meeting by Commissioner Ryan, 2nd by Commissioner Rubio. Meeting reopened at 2000 hours.

The following resolutions were discussed:

- 1) Amended agreement relative to Fire Safety Act enforcement
- 2) Appointing J. Mergner to the position of Fire Official
- 3) The hiring of per-diem fire inspectors
- 4) The hiring of per-diem firefighters
- 5) The hiring of part-time vehicle mechanic

Motion by Commissioner J. Ryan, 2nd by Commissioner V. Rubio to accept all; approved with Commissioner J Poppe abstaining from voting on employment positions.

The Board was advised that Asst Chief Langguth was not present due to work but the Board still wants to see him at a meeting.

There still have not been any monthly reports from the Chief or Assistant Chief submitted. It was the opinion of the Board that if there aren't going to be reports submitted then there will be no vehicle usage.

Still waiting for CVFC Chief to obtain signatures on the facial hair policy as previously requested.

The Board questioned the CVFC Officers in attendance as to who is trained on water rescue and if there is already a team in place. Also, was this part of the 2015 budget process? Where is the money requested coming from.

Attorney Braslow advised that he sent the information regarding the roof to Commissioner Rubio.

Firefighter J Poppe III advised that he's been in contact with the real estate agent representing the property on Leesville Rd. The cost is down to \$450,000. Attorney Braslow advised that a Letter of Intent is possible but would contain many stipulations. Also, there can be a single question on the election ballot for both the property purchase/building of a firehouse.

Motion by Commissioner Poppe, 2nd by Commissioner Ryan to adjourn at 2025 hours; approved.

MONTHLY BUDGET RECONCILIATION				
6/11/2015 0:00	2015 BUDGET	2015 YTD EXPENSES	2015 BUDGET BALANCES	
<u>OPERATING APPROPRIATIONS</u>				
Salaries/Wages	361,010.00	173,418.00	187,592.00	
Salaries/Wages - OT	20,000.00	5,961.00	14,039.00	
Salaries/Wages - Commissioners	8,750.00	4,375.00	4,375.00	
Fringe Benefits	190,700.00	62,402.00	128,298.00	
Rental Charges (Hydrant)	18,000.00	8,260.00	9,740.00	
Other Rentals	30,000.00	15,000.00	15,000.00	
Insurance Premiums **Incl WC - YTD	115,000.00	30,472.00	84,528.00	
LOSAP	15,000.00		15,000.00	
Utilities & Related Services	40,000.00	14,293.00	25,707.00	
Professional Services	50,000.00	11,778.00	38,222.00	
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	1,852.00	18,148.00	
Convention Expense (in-house line item only)				
Uniforms & Personnel Equipment	25,000.00	4,124.00	20,876.00	
Maintenance & Repairs	100,000.00	53,969.00	46,031.00	
Other Operating Materials & Supplies	35,000.00	6,310.00	28,690.00	
Office Supplies/Postage	4,000.00	1,631.00	2,369.00	
Purchase of Non-Bondable Assets***	27,250.00	9,775.00	17,475.00	
Replacement Equipment	30,250.00	999.00	29,251.00	
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	408,162.00	751,146.00	
<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	471,934.00	751,145.00	
<u>CASH BALANCES</u>				
Cash (Regular Checking)	26,602.72	06/10/15		
Cash (Money Market)	527,929.39	06/10/15		
Cash (Payroll Checking)	17,243.81	06/10/15		
Cash (Capital Improvement Account)	239,657.05	06/10/15		
<u>TOTAL CASH BALANCES</u>	811,432.97			
6/11/2015 15:00	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

Shared Services	25,000.00			25,000.00
Rental Income	60,000.00	22,370.25		37,629.75
Interest on Investments	1,500.00	842.17		657.83
Sale of Equipment	0.00			0.00
Other (Unanticipated) Income				0.00
Reimbursement of Expenses - Salary (FF)				
Reimbursement of Expenses - Other		609.00		(609.00)
Amount to be Raised by Taxation	1,131,931.00			1,131,931.00
TOTAL	1,223,079.00	23,821.42	0.00	1,199,257.58
	2015 BUDGET	2015 YTD EXPENSES	2015 BUDGET BALANCES	BALANCE
***NON-BONDABLE ASSETS				
Hose	5,000.00		5,000.00	5,000.00
Power Tools			0.00	0.00
Extrication Equipment			0.00	0.00
Radios/Pagers	10,000.00		10,000.00	10,000.00
SCBA	12,250.00	9,775.00	2,475.00	2,475.00
Vehicle			0.00	0.00
TOTAL	27,250.00	9,775.00	17,475.00	17,475.00
NOTES				
Radio EquipmentTo be taken from CVFC Trust Account				
CVFC TRUST ACCOUNT (Training/Education-Fire Equipment) (Non-Budget Item)	22,452.01			22,452.01
Capital Reserve (Non-Budget Item) Roof		3,950.00		-3,950.00

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District 2 Board of Fire Commissioners

06/11/15

Approve to Pay

Accrual Basis

June 2015

Date	Num	Name	Memo	Amount
Jun 15				
06/11/2015	20177	A T & T	0205973458001	-46.89
06/11/2015	20178	Absolute Fire Protection		-37.00
06/11/2015	20179	Allcom Technologies	JACKFIRE2	-320.00
06/11/2015	20207	Allcom Technologies	JACKFIRE2	-75.00
06/11/2015	20180	Attention to Detail		-325.00
06/11/2015	20181	Braslow, Richard		-1,350.00
06/11/2015	20182	Cablevision		-149.85
06/11/2015	20183	CASSVILLE VOL FIRE CO NO. 1		-48.79
06/11/2015	20208	CASSVILLE VOL FIRE CO NO. 1		-660.00
06/11/2015	20184	County Line Hardware		-76.91
06/11/2015	20185	CVFC		-7,141.80
06/11/2015	EFT2015032	Freehold Cartage Inc.	60066000	-118.90
06/11/2015	20186	GPS Trackit		-125.00
06/11/2015	20187	Hanson, Justin		-35.00
06/11/2015	EFT2015033	Home Depot	6035322500449628	-80.80
06/11/2015	20188	Hunter Pest Services LLC		-45.00
06/11/2015	20189	Hunter Peterbilt		-940.06
06/11/2015	20190	Jackson Municipal Utilities Authority		-4,130.00
06/11/2015	20191	Jackson Twp Fire District No. 1		-7,391.31
06/11/2015	EFT2015034	Jersey Central Power & Light	100015400045	-884.03
06/11/2015	20192	Joseph Fazzio Wall LLC	WBFC#2	-178.07
06/11/2015	20193	Lakehurst Hardware		-24.95
06/11/2015	EFT2015035	Leaf Capital Funding		-203.00
06/11/2015	20194	Mergner, Joseph		-35.00
06/11/2015	20195	Middlesex County Fire Academy		-210.00
06/11/2015	20196	NJ Door Works LLC		-15,795.00
06/11/2015	EFT2015036	NJ Natural Gas	22-0013-5208-06	-137.96
06/15/2015	NJHBF 06 15	NJSHBP	Health Benefits Monthly Billing	-9,992.97
06/11/2015	20197	POPPE III, JOHN		-35.00
06/11/2015	20198	Poppe, Adam		-35.00
06/11/2015	20199	Poppe, John Jr.		-437.50
06/11/2015	20200	R & H Spring & Truck Repair Inc.		-2,018.89
06/11/2015	20201	Rubio, Vinny		-437.50
06/11/2015	20202	Ryan, John		-437.50
06/11/2015	EFT2015037	Speedway Fleet	0461-00-716420-5	-1,247.24
06/11/2015	20203	Symons, Jason		-437.50
06/11/2015	20204	Twin Rocks Spring Water		-7.75
06/11/2015	EFT2015038	Verizon	732928910034807Y	-156.10
06/11/2015	20205	VFIS Specialty Benefits	GC38624	-3,489.48
06/11/2015	20206	Wickham, Keith		-437.50
Jun 15				-59,735.25

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

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06/11/15
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	06/03/2015	Jackson Twp Fire District No. 1	Computers (tablets) / Bureau	892.31
Total 445 - Replacement of Equipment				999.30
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				10,774.30
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
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
Total 424 - Training				1,852.00
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

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 Accrual Basis

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

Type	Date	Name	Memo	Amount
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
Total 428 - Clothing/PPE				4,123.87
Total A-12 Total costs of Operations				16,750.17
Total Cost of Operations and Maintena				16,750.17
TOTAL				16,750.17