



**Forest Grove Board of Fire Commissioners  
January 25, 2022 - 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 – via telephone due to COVID**

**Public Present & Others:**

Tamara Ardito, DTA Solutions

**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 Andrew Bellone Jr. No changes to be made.

**3. Treasurers Report & Bills against the Commission**

Joseph Scapellato reported:

Insurance refund check in the amount of \$668.98 was received and deposited. This was the return premium of the Excursion that was sold.

Insurance policy renewals were received from Glenn Insurance. The PO's were assigned and the payment schedule was set.

Petty cash balance - \$0. The new PO for the 2022 petty cash will be processed tonight.

The Chief of the department submitted 4 PO's for approval. 2 of the PO's were for PPE, the 3rd PO was for replacement hoses. These 3 PO's exceeded the Chiefs spending limit, and required Commission approval. They were approved and sent back. The 4<sup>th</sup> PO was for training and was missing the 3<sup>rd</sup> quote. This PO was returned to the Chief to provide the additional information needed.

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



## Forest Grove Board of Fire Commissioners January 25, 2022 - Meeting Minutes

### 4. Old Business

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.

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

The MUA's draft for the surrounding locals was submitted to the Board for review. The draft was approved and the MUA's were being sent out to the individual municipalities and Commissions for joint approval. The Chief was questioned by a Fire District regarding the levels of training that were being required on appendix B. All MUA work has been stopped until the training requirements are discussed with the Chief and the Board.

On Monday January 24<sup>th</sup> 2022, the Commissioners held a workshop with the Chief to review the Mutual Aid Agreement training needs. It was determined the only training requirement that could be removed was the CBRNE training.

### 5. New Business

The contract for the Emergency Generator maintenance was approved. The contract with GenServe will be renewed for the 2022-2023 cycle. PO 6277 in the amount of \$875.00 was processed.

Resolution 2022-01 for the award of a single vehicle maintenance vendor was approved. MRA will be the single source vendor for the 2022 calendar year. The regular maintenance quotes are on file.

The Board received a notice that Major Petroleum will be closing their Main Road facility on Monday January 17<sup>th</sup>, 2022. The Board will be looking into other options and other fuel vendors for our fuel needs. Mykola Myronowskyj will reach out to Riggins Fuel to investigate options. The Board will not be closing the Major fuel fleet services account.

Kelly Smuzinski from Borelli insurance was at the Firehouse on January 24<sup>th</sup>, 2022 to review the vehicle and building insurance renewals. She advised that there was new coverages related to the use of Class B AFFF. Mykola Myronowskyj assured her that all Class B AFFF was removed from all fire apparatus and was now stored in a separate building to prevent anyone from accidentally using it.

The AFFF will be stored in in the out building until the DEP advises on the removal process. Kelly was taken to the storage area so that she could personally view its location.



## Forest Grove Board of Fire Commissioners January 25, 2022 - Meeting Minutes

### 5. New Business continued

Ballots for the 2022 Fire District elections were received. The Gloucester County Board of Elections requested a minimum of 330 ballots for mail in voting. Mykola Myronowskyj will hand deliver the ballots this week to the Board.

Applications were received for Jacob and Bridget Habersham. The background checks were clear. The applications will be processed and submitted to the Chief.

Andrew Bellone Jr. reported that he had contacted the Police Department to help the Board retrieve a portable radio from Daniel Walters Jr. Mr. Walters was a Lieutenant for the previous cycle, and did not win re-election. The Chief, the Deputy Chief, and Mykola Myronowskyj from the Board all made several attempts to retrieve the portable radio from Mr. Walters, all attempts were rebuffed by Mr. Walters. The radio was valued at over \$2,000.00 and was paid for with tax payer money. The portable radio is needed for the new Lieutenant. Rather than officially filing a compliant against Mr. Walters, a police officer offered to contact Mr. Walters and see if he could explain the situation and convince Mr. Walters to return the radio before an official written complaint was filed.

### 6. Public Comments

**Chief of the Fire Department:** Not Present

**President of the Fire Department:** Not Present

**Others:** Not Present, Tamara Ardito from DTA Solutions concluded her business and left during the meeting.

### 7. Adjournment

A motion to adjourn the meeting was made by Joseph Scapellato and seconded by Thomas Bellone Sr.

Meeting was adjourned at 19:23 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 January 25, 2022 - Meeting Minutes

7:01 PM  
01/25/22  
Accrual Basis

### Franklin Township Fire District No 4 Balance Sheet As of January 31, 2022

	Jan 31, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Newfield Na Bk 0505	-15,890.16
Newfield Savings 9924	855,114.77
<b>Total Checking/Savings</b>	839,224.61
<b>Total Current Assets</b>	839,224.61
<b>TOTAL ASSETS</b>	<b>839,224.61</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Restricted Fund Future Cap	378,748.54
<b>Total Other Current Liabilities</b>	378,748.54
<b>Total Current Liabilities</b>	378,748.54
<b>Long Term Liabilities</b>	
Future Capital	12,000.00
Truck Loan	-95,223.90
<b>Total Long Term Liabilities</b>	-83,223.90
<b>Total Liabilities</b>	295,524.64
<b>Equity</b>	
Opening Bal Equity	44,604.16
Retained Earnings	520,022.71
Net Income	-20,926.90
<b>Total Equity</b>	543,699.97
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>839,224.61</b>



## Forest Grove Board of Fire Commissioners January 25, 2022 - Meeting Minutes

7:00 PM  
01/25/22  
Accrual Basis

### Franklin Township Fire District No 4 Transactions This Month As of January 31, 2022

Type	Date	Num	Name	Amount
<b>Newfield Na Bk 0505</b>				
Bill Pmt -Check	01/25/2022	12758	Blaze Emergency Equipment C...	-879.42
Bill Pmt -Check	01/25/2022	12765	Capital One Trade Credit	-365.99
Bill Pmt -Check	01/25/2022	12764	Comcast (Xfinity)	-26.98
Bill Pmt -Check	01/25/2022	12763	Comcast 569	-220.84
Bill Pmt -Check	01/25/2022	12762	Dennis Allonnardo	-594.74
Bill Pmt -Check	01/25/2022	12761	Dival Safety Equipment, Inc.	-50.00
Bill Pmt -Check	01/25/2022	12760	DTA Solutions LLC	-125.00
Bill Pmt -Check	01/25/2022	12759	Forest Grove Fire Co	-2,477.39
Bill Pmt -Check	01/25/2022	12757	GE Trailer Sales	-176.40
Bill Pmt -Check	01/25/2022	12756	Gen-el Safety & Industrial Prod...	-221.00
Bill Pmt -Check	01/25/2022	12755	GenServe	-875.00
Bill Pmt -Check	01/25/2022	12754	Glenn Insurance, Inc.	-8,999.91
Bill Pmt -Check	01/25/2022	12753	Joseph Scapellato	-300.00
Bill Pmt -Check	01/25/2022	12752	Major Petroleum Ind.	-736.32
Bill Pmt -Check	01/25/2022	12751	Mes PA	-664.00
Bill Pmt -Check	01/25/2022	12750	My-Lor Inc	-38.28
Bill Pmt -Check	01/25/2022	12749	Mykola Myronowskyj	-85.00
Bill Pmt -Check	01/25/2022	12748	On The Job Fire Rescue	-1,100.00
Bill Pmt -Check	01/25/2022	12747	Staples	-311.85
Bill Pmt -Check	01/25/2022	12746	TransUnion	-75.00
Bill Pmt -Check	01/25/2022	12745	Verizon Wireless 197	-60.32
Bill Pmt -Check	01/25/2022	12744	Vineland Auto Electric	-1,518.51
Bill Pmt -Check	01/25/2022	12743	Weber's Power Equipment Inc.	-404.95
Bill Pmt -Check	01/25/2022	12766	GenServe	-620.00
Total Newfield Na Bk 0505				-20,926.90
<b>Newfield Savings 9924</b>				
Total Newfield Savings 9924				-
<b>TOTAL</b>				<b>-20,926.90</b>