



Forest Grove Board of Fire Commissioners December, 22nd 2015 - Meeting Minutes

1. Call to Order: 19:00 hrs

1. Members Present

- X Andrew Bellone Jr. - Chairman
- X Joseph Jagers - Co Chairman
- X Thomas Bellone – Treasurer (Late arrival @ 19:24)
- X Mykola “Nick” Myronowskyj - Secretary
- X Samuel Scapellato – Asst. Secretary (Late arrival @ 19:04)

Other:

Tamara Ardito - DTA Solutions

Public present: None

2. Reading of the minutes of the previous meeting

a. Motion to accept minutes as read

- 1. Joseph Jagers
- 2. Andrew Bellone Jr.

Changes: None

3. Communications

A questionnaire from Borelli Insurance was received.

4. Bills against the Commission (refer to file for list of all bills paid)

a. Motion to pay all bills

- 1. Andrew Bellone Jr.
- 2. Joseph Jagers

Notes: Refer to the attached report.

5. Treasurers Report

Please refer to the attached report.

a. Motion to accept Treasurers report as read

- 1. Mykola Myronowskyj
- 2. Samuel Scapellato

Notes: - Refer to the attached report.



Forest Grove Board of Fire Commissioners December, 22nd 2015 - Meeting Minutes

6. Old Business

The background check process has been implemented. TLOXP (the background check company) requires that the facility (Commissioners office and Fire Department) be inspected to ensure that the integrity of personal background check information can be safeguarded. This inspection is scheduled for 12-28-15. Nick will meet with the inspector and provide them access.

The Board of Fire Commissioners, District 4 and the Fire Company will be researching a policy and program for zero tolerance for drugs and alcohol. This will also include a process and training of certain personnel for identification of potential “under the influence” and a medical method for determining that a member was actually “under the influence” in the event of an incident.

The Board of Fire Commissioners, District 4 and the Fire Company will be researching a policy and program for medical physical program for all Fire Company members.

A draft of new of By-Laws for the BoFC District 4 was submitted to all Commissioners for review. These by-laws should be voted on and approved at the next regular meeting.

The new lease agreement continues to be discussed. The Fire Company President did not have all of the information and figures that he needs at this time. The lease agreement will still need to be printed and submitted to the Board. The President is working on this.

The Fire Company incorporation needs to be renewed. The Fire Company President is meeting with the appropriate personnel and agencies to have the incorporation completed by the end of the year. The Fire Company President has provided the new tax ID number for the Fire Company. A copy of the tax letter was given to the Chairman and it will be filed.

A renewal application letter was received from The Borelli Agency. There is a question as to whether the PPE for the firefighters is covered under the policy. Andrew Bellone will contact the agency and find out if it is covered. The technology inventory of the FD needs to be completed and Mykola Myronowskyj will obtain this information.

A new 700mhz radio system contractor was selected. Relm Communications is a state contract vendor and meets all of the requirements for the new system. By selecting this vendor, the cost per radio has been reduced by almost half. This savings will allow the fire department to purchase all of the radios needed and at the same time save the department as substantial amount of tax payer money.



Forest Grove Board of Fire Commissioners December, 22nd 2015 - Meeting Minutes

6. Old Business continued

The Chairman presented HGHC purchasing program to the rest of the Board for review.

The 2014 Auditors report resolution was read aloud. The report was voted on and accepted. All Commissioners signed the report. The report was notarized and will be submitted to the State of New Jersey as required by law.

The 2016 Board of Fire Commissioners, District 4 proposed budget was read aloud. The proposed budget was voted on by all Commissioners. The vote was unanimously "Aye". The 2016 proposed budget is passed. The proposed budget hearing will be held on 12-22-15 during the regular business meeting. The proposed 2016 budget hearing will be announced in the Courier Post and the proposed budget will be sent to the State of New Jersey as required by law.

7. New Business

Mykola Myronowskyj announced that there were not any requests of any kind for copies of the proposed 2016 Budget or for an election petition.

The Borelli questionnaire that was received will need to be completed and submitted. This will be done ASAP.

The leasing information for the new rescue truck was received. The auditor advised that the purchase will need to go to bid. Once we have specific details regarding the purchase, we will make a decision.

A new registration was needed for the tanker. Apparently the original registration was lost. Thomas Bellone Sr. went to MVC and obtained the replacement registration.

An application for a new junior member was received. Jake Hallowell's application was approved by the Board and will be submitted to the Chief for further processing. Due to the member being a junior, a background check was not required. Jake is 16 years old.

The application for Cherene Gaudette was received. The background check began with a call to her previous Chief. This call was very positive. The criminal background check will be completed as soon as the inspection from the background check company is completed.

Per a request from Mykola Myronowskyj, the Courier Post has stated in writing that the billing terms for the Board of Fire Commissioners, District 4 for all postings shall be net 60. This is to alleviate any issues regarding billing between regular meeting cycles.



Forest Grove Board of Fire Commissioners December, 22nd 2015 - Meeting Minutes

7. New Business continued

A motion to open the floor to public comments for the 2016 budget review was made by Andrew Bellone Jr. Joseph Jagers seconded the motion and the floor was opened to public comments.

There are no public present.

The 2016 budget review is completed, and the budget is accepted.

A motion to close the floor to public comments for the 2016 budget review was made by Mykola Myronowskyj and seconded by Samuel Scapellato.

The approved copy of the budget was received from the DCA and was put on file.

8. Public Comments

Chief of the Fire Department: Not Present

President of the Fire Department: Not Present

Others: None Present

9. Adjournment

a. Motion to adjourn

1. Samuel Scapellato
2. Andrew Bellone Jr.

Meeting was adjourned at: 19:26 hours

*Respectfully Submitted,
Mykola "Nick" Myronowskyj
Secretary
Board of Fire Commissioners, District 4*



Forest Grove Board of Fire Commissioners December, 22nd 2015 - Meeting Minutes

7:19 PM
12/22/15
Accrual Basis

Franklin Township Fire District No 4 Transactions This Month As of December 31, 2015

Type	Date	Num	Name	Amount
Newfield Na Bk 0505				
Bill Pmt -Check	12/22/2015	10958	Action Uniform Co	-869.00
Bill Pmt -Check	12/22/2015	10959	Alex Dickerson	-45.21
Bill Pmt -Check	12/22/2015	10960	Atlantic City Electric	-545.37
Bill Pmt -Check	12/22/2015	10961	Budget Truck Repair LLC	-972.72
Bill Pmt -Check	12/22/2015	10962	Chaz Bramble	-256.19
Bill Pmt -Check	12/22/2015	10963	Comcast	-3.04
Bill Pmt -Check	12/22/2015	10964	Comcast 569	-339.53
Bill Pmt -Check	12/22/2015	10965	Courier Post	-320.55
Bill Pmt -Check	12/22/2015	10966	D&H Auto Supplies	-131.50
Bill Pmt -Check	12/22/2015	10967	Dennis Allonnardo	-119.65
Bill Pmt -Check	12/22/2015	10968	DTA Solutions Enterprises LLC	-110.00
Bill Pmt -Check	12/22/2015	10969	Emergency Equipment Sales, L...	-899.00
Bill Pmt -Check	12/22/2015	10970	Forest Grove Fire Co	-243.81
Bill Pmt -Check	12/22/2015	10971	Frank Corsiglia	-19.30
Bill Pmt -Check	12/22/2015	10972	Genna Electric	-95.00
Bill Pmt -Check	12/22/2015	10973	Hamilton Fire and Safty Equip.	-140.00
Bill Pmt -Check	12/22/2015	10974	Inspira Health Network Urgent ...	-90.00
Bill Pmt -Check	12/22/2015	10975	Major Petroleum Ind.	-678.45
Bill Pmt -Check	12/22/2015	10976	Mes PA	-324.00
Bill Pmt -Check	12/22/2015	10977	Nat Alexander Company, Inc.	-1,572.00
Bill Pmt -Check	12/22/2015	10978	Pizza Joe's	-82.60
Bill Pmt -Check	12/22/2015	10979	Public Safty Outfitters	-514.00
Bill Pmt -Check	12/22/2015	10980	RELM Wireless Corp.	-13,779.00
Bill Pmt -Check	12/22/2015	10981	South Jersey Gas	-151.28
Bill Pmt -Check	12/22/2015	10982	Verizon Wireless 197	-90.48
Bill Pmt -Check	12/22/2015	10983	Vineland Ace Hardware	-500.01
Bill Pmt -Check	12/22/2015	10984	Vineland Auto Electric	-844.45
Total Newfield Na Bk 0505				-23,736.14
Newfield Savings 9924				
Deposit	12/22/2015			1,136.48
Total Newfield Savings 9924				1,136.48
TOTAL				-22,599.66



**Forest Grove Board of Fire Commissioners
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7:26 PM
12/22/15
Accrual Basis

**Franklin Township Fire District No 4
Balance Sheet
As of December 22, 2015**

	Dec 22, 15
ASSETS	
Current Assets	
Checking/Savings	
Newfield Na Bk 0505	-16,661.25
Newfield Savings 9924	419,846.08
Total Checking/Savings	403,184.83
Total Current Assets	403,184.83
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	1,393,326.83
LIABILITIES & EQUITY	1,393,326.83