

April 9, 2015

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

Commissioners' Rubio, Wickham, Symons, Ryan and Poppe Jr. in attendance as well as Attorney Rich Braslow.

Attorney's Report Vehicle policy ok with addition of 'outside vendor performing maintenance'. Motion to accept by Commissioner Poppe, 2nd by Commissioner Wickham, approved.

Motion to accept sale of cell tower lease (with additional provisions) by Commissioner Poppe, 2nd by Commissioner Ryan, approved. Provisions to be that the lease purchaser obtain a complete survey as well as an addition to the contract stating that the fire department radio antennae needs to be maintained at no expense to the Board. Resolutions attached.

A meeting will be held reference obtaining records from Fire District 3 Fire Official.

A bid package was prepared for the garage doors and needs to be reviewed by the Board. Same will be acted on at the next regular meeting.

Old Business

Board members are reminded that financial disclosure forms are due and must be completed and submitted.

Chief's Report/ CVFC

Accountability (County) cards almost complete

Training, radios; progress. FIT Tests being performed.

Purchase request for gear hangars approved.

Firehouse roof discussed. Mulch and bushes were requested and approved for the front of the building. Tires (4) were verbally approved for the Yukon (\$750)

Career Lt/FF Report Training – Progress. Maintenance – Progress. Request Commissioners determine where trucks should be going for annual preventative maintenance. It was decided that Blaze would perform the work except for the tanker which will go to Peterbilt. Work hours and costs to be monitored. Additional work required for 5605. Board authorized Absolute to perform necessary repairs while the truck is there unless it's going to be out for an extended period of time.

Motion by Commissioner Poppe, 2nd by Commissioner Rubio to go to closed session; approved 1950.

Motion to reopen meeting by Commissioner Poppe, 2nd by Commissioner Rubio. Meeting reopened at 2030 hours.

Motion by Commissioner Rubio, 2nd by Commissioner Wickham to increase cleaning service weekly fee to \$65.00; approved.

A problem was reported with the office lights being left on and doors open from previous night's fire call. The Board wants access to that office removed from all except for paid personnel and Board members.

Motion by Commissioner Ryan, 2nd by Commissioner Rubio to adjourn at 2035 hours; approved.

MONTHLY BUDGET RECONCILIATION				
4/9/2015 0:00	2015 BUDGET	2015 YTD EXPENSES	2015 BUDGET BALANCES	
OPERATING APPROPRIATIONS				
Salaries/Wages	361,010.00	97,568.00	263,442.00	
Salaries/Wages - OT	20,000.00	2,327.00	17,673.00	
Salaries/Wages - Commissioners	8,750.00	2,188.00	6,562.00	
Fringe Benefits	190,700.00	42,724.00	147,976.00	
Rental Charges (Hydrant)	18,000.00	4,130.00	13,870.00	
Other Rentals	30,000.00	7,500.00	22,500.00	
Insurance Premiums **Incl WC - YTD	115,000.00	26,943.00	88,057.00	
LOSAP	15,000.00		15,000.00	
Utilities & Related Services	40,000.00	9,984.00	30,016.00	
Professional Services	50,000.00	7,703.00	42,297.00	
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	962.00	19,038.00	
Convention Expense (in-house line item only)				
Uniforms & Personnel Equipment	25,000.00	3,925.00	21,075.00	
Maintenance & Repairs	100,000.00	17,587.00	82,413.00	
Other Operating Materials & Supplies	35,000.00	3,410.00	31,590.00	
Office Supplies/Postage	4,000.00	652.00	3,348.00	
Purchase of Non-Bondable Assets***	27,250.00	9,775.00	17,475.00	
Replacement Equipment	30,250.00	107.00	30,143.00	
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	
TOTAL OPERATING APPROPRIATIONS	1,159,308.00	241,028.00	918,280.00	
CAPITAL APPROPRIATIONS				
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)	
TOTAL CAPITAL APPROPRIATIONS	63,771.00	63,772.00	-1.00	
TOTAL BUDGET APPROPRIATIONS	1,223,079.00	304,800.00	918,279.00	
CASH BALANCES				
Cash (Regular Checking)	41,624.60	04/09/15		
Cash (Money Market)	641,996.87	04/09/15		
Cash (Payroll Checking)	54,333.69	04/09/15		
Cash (Capital Improvement Account)	239,580.57	04/09/15		
TOTAL CASH BALANCES	977,535.73			
4/9/2015 15:39	2015 BUDGET	RECEIVED	ANTICIPATED	BALANCE
REVENUE/INCOME				
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	16,777.59		43,222.41
Interest on Investments	1,500.00	425.83		1,074.17
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	17,812.42	0.00	1,205,266.58
	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)	22,452.01			22,452.01
(Non-Budget Item)				
Capital Reserve (Non-Budget Item) Roof		3,950.00		-3,950.00

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04/09/15

Accrual Basis

District 2 Board of Fire Commissioners
Approve to Pay
April 2015

Date	Num	Name	Memo	Amount
Apr 15				
4/15/2015	SNJHBF0415	NJSHP	Health Benefits Monthly Billing	-9,992.97
4/9/2015	20108	A T & T	0205973458001	-50.88
4/9/2015	20109	Absolute Fire Protection		-3,500.00
4/9/2015	20110	AGT Battery Supply LLC	62794	-234.56
4/9/2015	20111	Allcom Technologies	JACKFIRE2	-105.00
4/9/2015	20112	Attention to Detail		-275.00
4/9/2015	20113	Braslow, Richard		-1,350.00
4/9/2015	20114	Cablevision		-149.85
4/9/2015	20115	County Line Hardware		-99.76
4/9/2015	20116	county of Ocean Board of Elections		-494.65
4/9/2015	20117	Emergency Equipment Sales LLC		-43.95
4/9/2015	20118	Fleming, Caitlin		-300.00
4/9/2015	20120	GPS Trackit		-125.00
4/9/2015	20121	Greater Media Newspapers		-37.10
4/9/2015	20122	Hanson, Justin		-248.00
4/9/2015	20123	Hunter Peterbilt		-67.86
4/9/2015	20125	Joseph Fazzio Wall LLC	WBFC#2	-173.83
4/9/2015	20127	Mergner, Joseph		-35.00
4/9/2015	20128	Micromedia Publications Inc.		-364.00
4/9/2015	20129	Moore Medical		-116.90
4/9/2015	20130	Municipal Emergency Services Inc	47918	-753.24
4/9/2015	20131	Nat Alexander Co		-9,503.00
4/9/2015	20132	National Parts Supply Co	LW3100	-45.34
4/9/2015	20133	Ocean County Clerk		-317.28
4/9/2015	20134	POPPE III, JOHN		-35.00
4/9/2015	20135	Poppe, Adam		-55.00
4/9/2015	20136	Son-Rise		-840.00
4/9/2015	20138	Sustainable Supply Co LLC		-469.03
4/9/2015	20140	Twin Rocks Spring Water		-3.00
4/9/2015	20142	Warshauer Electric Supply		-825.00
4/9/2015	20143	Witmer Public Safety Group/The Fire...		-110.00
4/9/2015	20144	Nat Alexander Co		-272.00
4/9/2015	20145	National Parts Supply Co	LW3100	-86.53
4/9/2015	20146	Witmer Public Safety Group/The Fire...		-6.99
4/9/2015	EFT2015019	Freehold Cartage Inc.	60066000	-118.90
4/9/2015	EFT2015020	Jersey Central Power & Light	100015400045	-246.67
4/9/2015	EFT2015021	Leaf Capital Funding		-203.00
4/9/2015	EFT2015022	Speedway Fleet	0461-00-716420-5	-972.38
4/9/2015	EFT2015023	Travelers	901X8646	-6,373.72
4/9/2015	EFT2015024	Verizon	732928910034807Y	-163.47
Apr 15				-39,163.86

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

2:23 PM
04/09/15
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	3/12/2015	Mergner, Joseph	Chair	106.99
Total 445 - Replacement of Equipment				106.99
445.2 - SCBA				
Bill	3/19/2015	Nat Alexander Co	SCBA	9,293.00
Bill	3/19/2015	Nat Alexander Co	SCBA ADD-ON	210.00
Bill	3/31/2015	Nat Alexander Co	SCBA Facepiece	272.00
Total 445.2 - SCBA				9,775.00
Total Purchase of Assets (Not Capital				
424 - Training				
Bill	1/8/2015	Plumsted FMBA Local 89	Poppe III	50.00
Bill	1/8/2015	Treasurer, State of NJ	License/Cert Fire Inspector (Hanson)	45.00
Bill	1/15/2015	Lakewood FMBA Local 80	Training/Chief John Norman Seminar (Poppe, III / Hanson)	130.00
Bill	1/29/2015	HealthQuest Community Education	CPR Cards (22)	110.00
Bill	2/11/2015	HealthQuest Community Education	CPR Cards (6)	30.00
Bill	2/11/2015	MONOC Education Services	Prehospital Trauma Life Support course/J Hanson	250.00
Bill	2/11/2015	Middlesex County Fire Academy	'Nothing But Knots' course - A Quaranta	52.00
Bill	3/4/2015	Treasurer, State of NJ	Renewal/Mergner/Fire Inspector	45.00
Bill	3/12/2015	MONOC Education Services	PTLS Course - R Suiter	250.00
Total 424 - Training				962.00
428 - Clothing/PPE				
Bill	1/15/2015	Witmer Public Safety Group/The Fire Store	Radio Straps	93.80
Bill	1/15/2015	CASSVILLE VOL FIRE CO NO. 1	Reimbursement - Turnout Gear (Boots)	335.00
Bill	1/15/2015	Skylands	Turnout Gear Repair - Hanson	57.00
Bill	2/5/2015	Witmer Public Safety Group/The Fire Store	Safety Vests-Chief & Asst Chief	110.00
Bill	2/11/2015	Municipal Emergency Services Inc	Turnout Gear-Helmets	761.64
Bill	3/12/2015	D.E. Williams Shields	Helmet Shields	487.30
Bill	3/12/2015	D.E. Williams Shields	Helmet Shields	90.00
Bill	3/12/2015	Emergency Equipment Sales LLC	Accountability Boards	622.46
Bill	3/19/2015	Witmer Public Safety Group/The Fire Store	Helmet repair (parts)	20.38
Bill	3/19/2015	Municipal Emergency Services Inc	Clothing allowance/Hanson	564.00
Bill	3/19/2015	Witmer Public Safety Group/The Fire Store	Return	-13.39
Bill	3/31/2015	Municipal Emergency Services Inc	Uniforms/Clothing allowance A Poppe	164.50
Bill	4/9/2015	Emergency Equipment Sales LLC	Hood	43.95
Bill	4/9/2015	Municipal Emergency Services Inc	Clothing allowance-J Poppe III	318.49
Bill	4/9/2015	Municipal Emergency Services Inc	Clothing Allowance	270.25
Total 428 - Clothing/PPE				3,925.38
Total A-12 Total costs of Operations				14,769.37
Total Cost of Operations and Maintena				14,769.37