



Forest Grove Board of Fire Commissioners April 23, 2019 - Meeting Minutes

1. Call to Order: 19:00

1. Members Present

- X - Andrew Bellone Jr. - Chairman
- __ - Samuel Scapellato - Vice Chairman
- X - Mykola “Nick” Myronowskyj - Secretary
- X - Joseph Scapellato - Treasurer
- X - Thomas Bellone Sr. - Commissioner

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 Joseph Scapellato. No changes to be made.

3. Communications

None.

4. Treasurers Report & Bills against the Commission

Refer to the attached files for list of all bills paid.

Joseph Scapellato advised that this year, a PO will not be required in order for the Commission to receive the budget draws from the tax office.

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

5. Old Business

The Commissioners were reminded to check and clear their mailboxes each month.

NJ DCA Financial Disclosures for all Board members were done on 04-15-19. The Board members met at the office and Mykola Myronowskyj assisted them with the login process so that they could complete their forms.



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5. Old Business Continued

The petty cash fund in the amount of \$300.00 will be created. Mykola Myronowskyj will create the form and will purchase a petty cash lock box for the Board. The petty cash fund will be completed once the new office is finished and the Board of Fire Commissioners have a proper safe.

The LOSAP meeting with VALIC / AIG was done, the check for the annual LOSAP award was delivered and will be deposited to the appropriate accounts.

In a cost and materials savings initiative Mykola Myronowskyj suggested that fewer copies of the meeting minutes be printed and issued for review at each meeting. The minutes will be passed around and reviewed by each Board member, once the minutes are approved, they are put on the website. All Board members agreed. That 3 copies will be printed, 1 each for the Secretary for the file, the Chairman of the Board and the Fire Department meeting copy.

The new Board of Fire Commissioners District 4 office is still under construction. Once the new office is completed, the Board will have its meetings in the meeting room instead of the office. This will allow for a more open and public forum for our public meetings.

Mykola Myronowskyj suggested a change to the meeting minutes. Currently we have section 4 bills against the Commission and section 5 Treasurers report. Combining the 2 sections will better streamline the meeting process and will consolidate the information under 1 heading.

6. New Business

An application for Elizabeth Dougherty was received. A criminal background check was completed and recorded. There is no evidence that her application should be denied. The application was accepted and signed; it will be given to the Chief for further processing.

Atlantic switch & generator has provided a quote for the generator repair. This quote is being questioned as the oil leak should have been seen during the semi-annual maintenance interval. The question is that the technician is claiming that the oil sending unit needs to be replaced, however the oil leak was fixed by tightening a hose clamp. Andrew Bellone Jr asked if this was a valid price and if the part needed actually cost as much as the quote. Andrew Bellone Jr asked Thomas Bellone Sr to reach out and obtain a price quote from a different service company so that we could compare prices.

The files for the 2018 annual audit are ready for the accountant. Mykola Myronowskyj will reach out to Ed Paul to arrange for the transport of the files.



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6. New Business continued

Andrew Bellone Jr. is requesting that a chart be created to track the fuel purchases for all vehicles. Mykola Myronowskyj will create a chart. Thomas Bellone Sr. has been appointed to update the chart.

7. Public Comments

Chief of the Fire Department: Not Present.

President of the Fire Department: Not Present

Others: Not Present

8. Adjournment

A motion to adjourn the meeting was made by Andrew Bellone Jr., and seconded by Mykola Myronowskyj.

Meeting was adjourned at 19:15 hours.

*Respectfully Submitted,
Mykola "Nick" Myronowskyj
Secretary of the Board
Board of Fire Commissioners, District 4
Township of Franklin, Gloucester County NJ*



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7:23 PM
04/23/19
Accrual Basis

Franklin Township Fire District No 4 Balance Sheet As of April 30, 2019

	Apr 30, 19
ASSETS	
Current Assets	
Checking/Savings	
Newfield Na Bk 0505	-28,384.84
Newfield Savings 9924	387,149.12
Total Checking/Savings	358,764.28
Total Current Assets	358,764.28
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	1,348,906.28
LIABILITIES & EQUITY	
Liabilities	444,258.62
Equity	904,647.66
TOTAL LIABILITIES & EQUITY	1,348,906.28



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7:22 PM
04/23/19
Accrual Basis

Franklin Township Fire District No 4 Transactions This Month As of April 30, 2019

Type	Date	Num	Name	Amount
Newfield Na Bk 0505				
Bill Pmt -Check	04/23/2019	12018	Air Power Internatinal Inc	-1,864.00
Bill Pmt -Check	04/23/2019	12019	Atlantic Switch and Generator	-270.00
Bill Pmt -Check	04/23/2019	12020	Comcast (Xfinity)	-16.97
Bill Pmt -Check	04/23/2019	12021	Comcast 569	-205.64
Bill Pmt -Check	04/23/2019	12022	Dennis Allonnardo	-424.91
Bill Pmt -Check	04/23/2019	12023	DTA Solutions LLC	-110.00
Bill Pmt -Check	04/23/2019	12024	FD Testing Services LLC	-1,798.22
Bill Pmt -Check	04/23/2019	12025	Fire and Safety Services, LTD	-3,927.14
Bill Pmt -Check	04/23/2019	12026	Forest Grove Fire Co	-2,824.53
Bill Pmt -Check	04/23/2019	12027	Glenn Insurance, Inc.	-8,818.00
Bill Pmt -Check	04/23/2019	12028	M.A.S.E. Concepts	-2,817.00
Bill Pmt -Check	04/23/2019	12029	Major Petroleum Ind.	-742.99
Bill Pmt -Check	04/23/2019	12030	Mid-Atlantic Fire and Air	-4,482.84
Bill Pmt -Check	04/23/2019	12031	MRA Mobile Truck & Trailer Re...	-979.87
Bill Pmt -Check	04/23/2019	12032	Nat Alexander Company, Inc.	-97.00
Bill Pmt -Check	04/23/2019	12033	Pizza Joe's	-263.30
Bill Pmt -Check	04/23/2019	12034	Public Saftey Outfitters	-540.00
Bill Pmt -Check	04/23/2019	12035	Safety & Survial Training LLC	-650.00
Bill Pmt -Check	04/23/2019	12036	Staples	-252.74
Bill Pmt -Check	04/23/2019	12037	SUTPHEN EAST CORPORATI...	-79.86
Bill Pmt -Check	04/23/2019	12038	TransUnion	-50.00
Bill Pmt -Check	04/23/2019	12039	Verizon Wireless 197	-60.32
Bill Pmt -Check	04/23/2019	12040	Vineland Ace Hardware	-1,147.69
Bill Pmt -Check	04/23/2019	12041	Vineland Auto Electric	-1,441.25
Total Newfield Na Bk 0505				-33,864.27
Newfield Savings 9924				
Total Newfield Savings 9924				
TOTAL				-33,864.27