



## Forest Grove Board of Fire Commissioners September 26<sup>th</sup>, 2017 Meeting Minutes

### 1. Call to Order: 19:00 hours

#### 1. Members Present

- X Andrew Bellone Jr. - Chairman
- X Samuel Scapellato - Co Chairman
- X Mykola “Nick” Myronowskyj - Secretary
- X Thomas Bellone Sr. - Treasurer
- X Scott Graiff - Commissioner

#### Public Present & Others:

Tamara Ardito – DTA Solutions  
Dennis Allonardo – Fire Company Chief  
Mark Mastro – Fire Company President  
Joseph Scapellato – Fire Company Member (Finance Committee)  
Michael Thomas – Glenn Insurance (JIF)

### 2. Reading of the minutes of the previous meeting

A motion to accept the minutes as read was made by Samuel Scapellato and 2<sup>nd</sup> by Andrew Bellone Jr..

Changes: None

### 3. Communications

A flyer was given to the Board from Mark Mastro regarding the JIF insurance plan from JIF First. He received this flyer while attending the NJ Fire Convention and thought it might be useful for the Board.

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

A motion to pay all bills was made by Mykola Myronowskyj and 2<sup>nd</sup> by Andrew Bellone Jr.  
Notes: None

### 5. Treasurers Report

Please refer to the attached report.

A motion to accept the Treasurers report as read was made by Andrew Bellone and 2<sup>nd</sup> by Mykola Myronowskyj.

Notes: None



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### **6. Old Business**

The Board of Fire Commissioners, District 4 and the Fire Company completed researching a policy and program for medical physical program for all Fire Company members. The Fire Company Chief was sent a pricing schedule. We are waiting for the Chief to decide on how he wants to proceed.

There is still as \$2,500.00 grant that was received that was not applied. The Board believes that the funds were for the replacement SCBA's, or for the purchase of the SCBA fit testing machine. The Board forwarded the funds in advance of the grant to pay for the SCBA's. The grant should have been applied to that expenditure. Thomas Bellone Sr. will go through the records to determine if this is correct.

There were 2 small amounts of money that will be moved to clear completed projects. One amount from the capital improvement project that was completed in the amount of \$16.05 and one amount in the amount of \$2.36 from debt service. These amounts will be transferred to the general fund balance. Since the projects are closed, there is no need to leave these funds on those line items.

A resolution will need to be made at the end of the year to transfer these 2 amounts.

### **7. New Business**

Thomas Bellone Sr. was provided with the revised certificate of origin from KME and will be going to NJMVC to obtain the title, tags and registration.

2 applications were received for membership from Robert Cresci and Kaylynn Low to the Fire Company. Both applicant's criminal background checks came back with no criminal histories. The Board unanimously accepted the applications and they were forwarded to the Chief of the Department to process the applicant's.

The invoice from Glenn Insurance for the new rescue trucks insurance came in for the balance due for the rest of the policy term. The amount of the balance is \$1,571.00 and will be paid tonight.



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### **8. Public Comments**

#### **Chief of the Fire Department, Dennis Allonardo,**

The Chief is obtaining quotes from Winner Ford for a turn key replacement command vehicle.

The KME rescue truck's punch list is being worked on. The check engine light will be resolved by KME in the next 2 weeks. The compressor has been repaired. The turn signal needs to be replaced as there is a moisture infiltration. All other punch list items have been corrected.

Physicals (see old business) will be \$125.00 per person. There will be 50 personnel that will need to be done. This is a total of \$6,250.00 that will need to be added to the budget.

There are several truck maintenance issues that need to be completed for 2017. The Chief was advising the Board that the following items remain:

43-57 – oil change and batteries,

43-52 – oil change,

43-56 – oil change, generator PM and aerial main testing,

43-51 – oil change, SCBA flow testing,

SCBA fit testing machine needs to be sent out for annual calibration,

The estimated cost for the above is \$7,000.00.

#### **President of the Fire Department, Mark Mastro**

The finance committee re-reviewed the proposal and re-submitted a new proposal with an actual lease agreement to the Board. The Board will review the lease proposal and will negotiate the actual rent increase when we determine the budget for 2018.

#### **Others:**

Michael Thomas from Glenn Insurance came to the Board meeting to represent the Joint Insurance Fund (JIF) policies. He provided coverage comparison between our current provider (VFIS) and (JIF). There were many issues that the Board brought to the attention of Mr. Thomas. 1 of these issues being that the workman's compensation coverage that the costs were based on were for only 25 personnel. We advised that the coverage must include all active members (50) of the fire company. Not all members go to the fire scene, many older members respond to fire calls and perform support roles both on the fire grounds and at the fire house. According to the coverages that we are being quoted on, members that have responded and are at the fire house would not be covered in the event of an incident.



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### 8. Public Comments continued

#### Others continued:

The discussion was lengthy, and we reviewed the entire policy comparison. A number of questions were raised, and Mr. Thomas needed to review policy specifics before being able to provide answers.

Michael Thomas will be e-mailing the Board the following documents for review.

1. A letter or policy information from JIF outlining replacement cost coverage.
2. The quote from JIF regarding the replacement cost coverage that includes all the language regarding the replacement cost coverage.
3. A revised cost comparison from VFIS / JIF including the change from 25 members to 50 members for the workmen's compensation insurance.

### 9. Adjournment

A motion to adjourn was made by Mykola Myronowskyj and 2<sup>nd</sup> by Samuel Scapellato.

Meeting was adjourned at 20:01.

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



## Forest Grove Board of Fire Commissioners September 26<sup>th</sup>, 2017 Meeting Minutes

7:08 PM  
09/26/17  
Accrual Basis

### Franklin Township Fire District No 4 Balance Sheet As of September 30, 2017

	Sep 30, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Newfield Na Bk 0505	-12,600.05
Newfield Savings 9924	300,208.70
<b>Total Checking/Savings</b>	<b>287,608.65</b>
<b>Total Current Assets</b>	<b>287,608.65</b>
<b>Fixed Assets</b>	
Amnt Provide Retire Gen LTD	35,000.00
Due From Capital Fund	14,500.00
Due From General Operating Fund	38,454.00
<b>Fixed Assets</b>	
Accumalated Deprec	-1,198,294.00
Assets Equipment	802,651.00
Vehicles	1,297,831.00
<b>Total Fixed Assets</b>	<b>902,188.00</b>
<b>Total Fixed Assets</b>	<b>990,142.00</b>
<b>TOTAL ASSETS</b>	<b>1,277,750.65</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	444,098.52
Equity	833,652.13
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,277,750.65</b>



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7:08 PM

09/26/17

Accrual Basis

### Franklin Township Fire District No 4

### Transactions This Month

As of September 30, 2017

Type	Date	Num	Name	Amount
<b>Newfield Na Bk 0505</b>				
Bill Pmt -Check	09/26/2017	11558	C&S Graphics Shop	-160.00
Bill Pmt -Check	09/26/2017	11557	Chuck's Mobile Lighting & Instal...	-150.00
Bill Pmt -Check	09/26/2017	11556	Comcast (Xfinity)	-4.95
Bill Pmt -Check	09/26/2017	11555	Comcast 569	-205.29
Bill Pmt -Check	09/26/2017	11554	Courier Post	-188.40
Bill Pmt -Check	09/26/2017	11553	Dennis Allonnardo	-430.03
Bill Pmt -Check	09/26/2017	11552	DTA Solutions Enterprises LLC	-210.00
Bill Pmt -Check	09/26/2017	11551	Elmer Door Co. Inc.	-1,022.00
Bill Pmt -Check	09/26/2017	11550	FD Testing Services LLC	-1,705.20
Bill Pmt -Check	09/26/2017	11549	Foremost Promotions	-30.33
Bill Pmt -Check	09/26/2017	11548	Forest Grove Fire Co	-5,263.84
Bill Pmt -Check	09/26/2017	11547	Genna Electric	-118.00
Bill Pmt -Check	09/26/2017	11546	Glenn Insurance, Inc.	-1,580.43
Bill Pmt -Check	09/26/2017	11545	Graphic Designers & Printers	-348.00
Bill Pmt -Check	09/26/2017	11544	Major Petroleum Ind.	-404.36
Bill Pmt -Check	09/26/2017	11543	McLaughlin, Connor	-26.88
Bill Pmt -Check	09/26/2017	11542	Mes PA	-508.50
Bill Pmt -Check	09/26/2017	11541	Moore Medical Corp	-678.21
Bill Pmt -Check	09/26/2017	11540	Nat Alexander Company, Inc.	-136.00
Bill Pmt -Check	09/26/2017	11539	Pizza Joe's	-260.16
Bill Pmt -Check	09/26/2017	11538	South Jersey Gas	-42.18
Bill Pmt -Check	09/26/2017	11537	Staples	-350.47
Bill Pmt -Check	09/26/2017	11536	The Fire Store	-690.00
Bill Pmt -Check	09/26/2017	11535	TransUnion	-25.00
Bill Pmt -Check	09/26/2017	11534	Verizon	-145.64
Bill Pmt -Check	09/26/2017	11533	Vineland Ace Hardware	-796.38
Bill Pmt -Check	09/26/2017	11532	Vineland Auto Electric	-1,424.30
Bill Pmt -Check	09/26/2017	11531	Weber's Power Equipment Inc.	-259.98
Bill Pmt -Check	09/26/2017	11530	Wireless Communications	-130.00
Total Newfield Na Bk 0505				-17,294.53
<b>Newfield Savings 9924</b>				
Total Newfield Savings 9924				
<b>TOTAL</b>				<b>-17,294.53</b>