



Forest Grove Board of Fire Commissioners October 24th, 2017 Meeting Minutes

1. Call to Order: @ 19:00

1. Members Present

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

Public Present & Others:

Tamara Ardito – DTA Solutions

2. Reading of the minutes of the previous meeting

A motion to accept minutes as read made by Thomas Bellone Sr., and seconded by Andrew Bellone Jr. Changes: None

3. Communications

The Board received the fire district tax rates from the DCA, these are the CNC-3 forms. This notification was posted in the Commissioner’s office.

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

A motion to pay all bills was made by Andrew Bellone Jr., and seconded by Mykola Myronowskyj. Notes: None

5. Treasurers Report

Please refer to the attached report.

A motion to accept Treasurers report as read was made by Mykola Myronowskyj and was seconded by Andrew Bellone Jr. 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. The costs for this program will need to be budgeted and added to the 2018 budget. Physicals will be \$125.00 per person. There will be 50 personnel for a total cost of \$6,250.00 that will need to be added to the 2018 budget.

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.

Thomas Bellone Sr. was provided with the revised certificate of origin from KME. He went to NJMVC to obtain the correct title and registration. These documents will be sent to the Leasing company or their records.

The Fire Company's Finance Committee is revising the original lease agreement for review at the next Board meeting.

Michael Thomas from Glenn Insurance had come to the previous Board meeting to represent the Joint Insurance Fund (JIF) policies. He provided an incorrect coverage comparison between our current provider (VFIS) and (JIF). There were many issues that the Board brought to the attention of Mr. Thomas. Mr. Thomas needed to review policy specifics before being able to provide answers.

Michael Thomas was requested to e-mail 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.

As of the date of this meeting, this information was not yet received.



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7. New Business

1 application was received for membership from Niko Vasallo to the Fire Company. This applicant's criminal background checks came back with no criminal histories. The Board unanimously accepted the applications and it was forwarded to the Chief of the Department to process the application.

The finance committee re-reviewed the lease proposal and re-submitted a new lease proposal with an actual lease agreement to the Board. The Board reviewed the lease proposal and found that there was specific language within the lease that we could not agree to. The Board will negotiate the actual rent increase when we determine the budget for 2018. The President of the Fire Company is going to provide an electronic copy of the proposed lease agreement so that any changes can be made immediately and the proposal once agreed to can be voted on and adopted.

The Board has received 2 quotes from the Chief for a new command vehicle. These quotes will be reviewed and if possible the cost will be factored into the 2018 budget.

The Board set the budget for 2018. This budget proposal will be sent to the auditor for review. The proposed budget passed with 3/5 majority vote. Recorded voting of the budget is as follows:
Andrew Bellone Jr. – Chairman - Aye
Samuel Scapellato - Co Chairman – Not present
Mykola “Nick” Myronowskyj – Secretary - Aye
Thomas Bellone Sr. – Treasurer - Aye
Scott Graiff – Not present

8. Public Comments

Chief of the Fire Department:

Not present, however a verbal report from the Chief prior to the meeting advised that all of the repair work that was listed in last month's meeting was being done or has been completed. A full report is expected to be given at the next meeting.

President of the Fire Department:

Not present.

Others:

Not present.



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9. Adjournment

A motion to adjourn was made by Andrew Bellone Jr., and seconded by Mykola Myronowskyj. The meeting was adjourned at 19:26.

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



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6:56 PM
10/24/17
Accrual Basis

Franklin Township Fire District No 4 Balance Sheet As of October 31, 2017

	Oct 31, 17
ASSETS	
Current Assets	
Checking/Savings	
Newfield Na Bk 0505	-14,971.82
Newfield Savings 9924	410,880.04
Total Checking/Savings	395,908.22
Total Current Assets	395,908.22
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	1,386,050.22
LIABILITIES & EQUITY	
Liabilities	444,098.52
Equity	941,951.70
TOTAL LIABILITIES & EQUITY	1,386,050.22



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6:55 PM
10/24/17
Accrual Basis

Franklin Township Fire District No 4 Transactions This Month As of October 31, 2017

Type	Date	Num	Name	Amount
Newfield Na Bk 0505				
Check	10/03/2017	11560	NJ DMV	-85.00
Bill Pmt -Check	10/24/2017	11561	Advance Treads, Inc.	-32.90
Bill Pmt -Check	10/24/2017	11562	Comcast (Xfinity)	-6.00
Bill Pmt -Check	10/24/2017	11563	Comcast 569	-205.29
Bill Pmt -Check	10/24/2017	11564	Continental Fire and Safety Inc.	-49.40
Bill Pmt -Check	10/24/2017	11565	Dennis Allonnardo	-125.63
Bill Pmt -Check	10/24/2017	11566	Diamond Lumber Co.	-450.00
Bill Pmt -Check	10/24/2017	11567	DTA Solutions Enterprises LLC	-110.00
Bill Pmt -Check	10/24/2017	11568	Forest Grove Fire Co	-2,027.31
Bill Pmt -Check	10/24/2017	11569	Glenn Insurance, Inc.	-9,079.00
Bill Pmt -Check	10/24/2017	11570	Jersey Fire & Safety Products L...	-84.00
Bill Pmt -Check	10/24/2017	11571	Major Petroleum Ind.	-1,005.84
Bill Pmt -Check	10/24/2017	11572	Moore Medical Corp	-72.76
Bill Pmt -Check	10/24/2017	11573	My-Lor Inc	-16.16
Bill Pmt -Check	10/24/2017	11574	Mykola Myronowskyj	-443.00
Bill Pmt -Check	10/24/2017	11575	Nat Alexander Company, Inc.	-64.00
Bill Pmt -Check	10/24/2017	11576	Patrick Spring	-100.00
Bill Pmt -Check	10/24/2017	11577	Pizza Joe's	-92.70
Bill Pmt -Check	10/24/2017	11578	Public Saftey Outfitters	-973.60
Bill Pmt -Check	10/24/2017	11579	Rowan College at Gloucester C...	-300.00
Bill Pmt -Check	10/24/2017	11580	South Jersey Gas	-25.24
Bill Pmt -Check	10/24/2017	11581	Staples	-548.31
Bill Pmt -Check	10/24/2017	11582	TransUnion	-25.00
Bill Pmt -Check	10/24/2017	11583	Vineland Ace Hardware	-613.27
Bill Pmt -Check	10/24/2017	11584	Vineland Auto Electric	-2,717.36
Bill Pmt -Check	10/24/2017	11585	Top Notch Window Tinting	-120.00
Total Newfield Na Bk 0505				-19,371.77
Newfield Savings 9924				
Total Newfield Savings 9924				
TOTAL				-19,371.77