



Forest Grove Board of Fire Commissioners June 25, 2019 - Meeting Minutes

1. Call to Order: 19:00

1. Members Present

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

Public Present & Others:

Dennis Allonardo – Chief of the Department

2. Reading of the minutes of the previous meeting

A motion to accept minutes as read was made by Samuel Scapellato and seconded by Andrew Bellone Jr. No changes to be made.

3. Communications

The Board received the written resolution from the local finance board approving the purchase of the new command vehicle. A copy of this resolution is at the end of these minutes, it will also be put on the website and the original placed in the command vehicle folder.

4. Treasurers Report & Bills against the Commission

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

Cynthia from MES e-mailed the Board in reference to an invoice that they were waiting payment for. We verified that their invoice in the amount of \$363.50 was paid at the last meeting with check number 12056.

While reconciling the invoices from Major Petroleum, Joseph Scapellato noticed that the company had billed us twice for purchases. He reached out and they have corrected the billing.

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



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5. Old Business

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

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 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.

The annual review of the insurance policies was completed. Brian Kenny from Glenn Insurance reviewed our coverages and a number of questions that came up:

1. We are still waiting on an answer regarding what status must a member be in, in order for the Workman's Compensation insurance to cover them at the firehouse.
2. The 2014 Polaris not specifically listed in the policy paperwork because it is covered under transportable equipment.
3. We are still waiting for the wording regarding the written policy regarding the personal use of the firehouse by members and the wording needed for signage advising personnel that personal use of the FD is strictly prohibited?

Mykola Myronowskyj will e-mail Brian to follow up.

Atlantic switch & generator has provided a quote for the generator repair. This quote was being questioned as the oil leak should have been seen during the semi-annual maintenance interval. The oil sending unit needs to be replaced. 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. During this time, Andrew Bellone Jr. approved the repair from another company and the sending unit was replaced.

6. New Business

Andrew Bellone Jr. requested that a chart be created to track the fuel purchases for all vehicles. Mykola Myronowskyj created the chart and provided it to Thomas Bellone Sr. Thomas Bellone Sr. has been appointed to update the chart. Thomas Bellone is having trouble reconciling fuel slips that do not identify what the fuel purchase was for. Samuel Scapellato questioned the need for the chart. After a brief discussion it was decided that the need for the chart was unnecessary and would be stopped.



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7. Public Comments

Chief of the Fire Department:

The Chief is requesting to purchase 3 additional SCBA quick disconnect hoses. When the quick disconnects that have been previously purchased, 3 hoses were found to be bad when the flow testing was being done. These hoses were replaced under warranty. The Chief will obtain quotes and submit when he has them.

The Chief asked a public safety question regarding Piney Hollow Road near D'Alessandro Lane. The Township replaced the culverts and the asphalt repair was done poorly. The road is extremely uneven and appears to be sinking. We advised the Chief that the Fire Company should send a letter to the Mayor and the Town Council or attend a regular Council meeting regarding this matter as it is not in the Board of Fire Commissioners area of purview. The Chief stated that he will follow this recommendation.

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 Samuel Scapellato.

Meeting was adjourned at 19:25 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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3:48 PM
06/25/19
Accrual Basis

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

	Jun 30, 19
ASSETS	
Current Assets	
Checking/Savings	
Newfield Na Bk 0505	-16,178.52
Newfield Savings 9924	414,502.55
Total Checking/Savings	398,324.03
Total Current Assets	398,324.03
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	902,188.00
Total Fixed Assets	990,142.00
TOTAL ASSETS	1,388,466.03
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	432,258.62
Total Current Liabilities	432,258.62
Long Term Liabilities	
Future Capital	12,000.00
Total Long Term Liabilities	12,000.00
Total Liabilities	444,258.62
Equity	944,207.41
TOTAL LIABILITIES & EQUITY	1,388,466.03



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3:48 PM
06/25/19
Accrual Basis

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

Type	Date	Num	Name	Amount
Newfield Na Bk 0505				
Bill Pmt -Check	06/25/2019	12070	Vineland Ace Hardware	-409.38
Bill Pmt -Check	06/25/2019	12071	Action Uniform Co	-1,367.00
Bill Pmt -Check	06/25/2019	12072	Comcast (Xfinity)	-16.97
Bill Pmt -Check	06/25/2019	12073	Dennis Allonnardo	-111.31
Bill Pmt -Check	06/25/2019	12074	DTA Solutions LLC	-110.00
Bill Pmt -Check	06/25/2019	12075	Fast Rescue Solutions	-650.00
Bill Pmt -Check	06/25/2019	12076	Fire and Safety Services, LTD	-850.00
Bill Pmt -Check	06/25/2019	12077	Fireground Operation Training	-3,200.00
Bill Pmt -Check	06/25/2019	12078	First Priority Emergency Vehicles	-220.00
Bill Pmt -Check	06/25/2019	12079	Forest Grove Fire Co	-2,493.72
Bill Pmt -Check	06/25/2019	12080	Independent Alarm, Inc.	-540.00
Bill Pmt -Check	06/25/2019	12081	Inspira Health Network Urgent ...	-97.00
Bill Pmt -Check	06/25/2019	12082	Major Petroleum Ind.	-780.05
Bill Pmt -Check	06/25/2019	12083	Moore Auto Design	-765.00
Bill Pmt -Check	06/25/2019	12084	Nat Alexander Company, Inc.	-2,123.00
Bill Pmt -Check	06/25/2019	12085	NICE	-2,342.00
Bill Pmt -Check	06/25/2019	12086	Pizza Joe's	-107.20
Bill Pmt -Check	06/25/2019	12087	Public Saftey Outfitters	-2,892.00
Bill Pmt -Check	06/25/2019	12088	Rowan College at Gloucester C...	-125.00
Bill Pmt -Check	06/25/2019	12089	Staples	-450.55
Bill Pmt -Check	06/25/2019	12090	TransUnion	-50.00
Bill Pmt -Check	06/25/2019	12091	Verizon Wireless 197	-60.32
Bill Pmt -Check	06/25/2019	12092	Vineland Ace Hardware	-834.76
Bill Pmt -Check	06/25/2019	12093	Vineland Auto Electric	-1,430.79
Total Newfield Na Bk 0505				-22,026.05
Newfield Savings 9924				
Total Newfield Savings 9924				
TOTAL				-22,026.05



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State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
101 SOUTH BROAD STREET
PO BOX 803
TRENTON, NJ 08625-0803

PHILIP D. MURPHY
Governor

LT. GOVERNOR SHEILA Y. OLIVER
Commissioner

LOCAL FINANCE BOARD RESOLUTION

WHEREAS, a proposed project financing has been submitted to the Local Finance Board for review pursuant to N.J.S.A. 40A:5A-6 by the Township of Franklin Fire District #4 in the County of Gloucester; and

WHEREAS, the Local Finance Board has held a hearing pursuant to N.J.S.A. 40A:5A-7 on May 9, 2018, to review a proposed project financing in an amount not to exceed \$72,000 for the acquisition of a new command vehicle; and

WHEREAS, the Local Finance Board has given consideration to those matters, to the extent applicable, as provided for by Law, and has examined estimates, computations or calculations made in connection with such submissions and has required the production of such papers, documents, witnesses or information and taken such action which it has deemed necessary for its review of such submission;

NOW, THEREFORE, BE IT RESOLVED that the Local Finance Board does hereby make the following findings:

- a) that the project cost has been determined by reasonable and accepted methods;
- b) that the method proposed for the funding of the project cost, proposed or maximum terms and provision of the financing and of a proposed service contract are not unreasonable nor impracticable, and would not impose an undue and unnecessary financial burden on the local inhabitants within the Authority's jurisdiction or would not materially impair the ability to pay promptly the principal of and the interest on the outstanding indebtedness thereof or to provide essential public services to the inhabitants thereof;
- c) that the proposed or maximum terms and conditions of the sale are, in light of current market conditions for obligations of similar quality, reasonable;

BE IT FURTHER RESOLVED that the Local Finance Board does not deem it necessary to make any of the recommendations with regard to this project financing which the Board is authorized to make pursuant to N.J.S.A. 40A:5A-8 provided that the Township of Franklin Fire District #4 submit to the Local Finance Board, documentation evidencing that all of the procedures for use of a national cooperative as set forth in Local Finance Notice 2012-10 were followed by the Fire District and that the Fire District submit to the Local Finance Board proof of publication of the Notice of Intent to Award a contract under a National Cooperative Purchasing Agreement; and



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Local Finance Board
Township of Franklin Fire District #4
May 9, 2018

BE IT FURTHER RESOLVED that the Township of Franklin Fire District #4 shall, within 30 days of the closing date of the financing that is the subject of this resolution, file with the Executive Secretary of the Local Finance Board a statement setting forth a complete accounting of the actual issuance costs incurred by the Township of Franklin Fire District #4 in undertaking the financing which statement shall include the following: the name of the Township of Franklin Fire District #4; the closing date of the financing; the total amount of the financing; the name of the professionals or others who provided services to the Township of Franklin Fire District #4 in undertaking the financing; the estimated dollar amount for each type of issuance cost as set forth in the application submitted by the Township of Franklin Fire District #4 to the Local Finance Board with regard to the financing; and the actual dollar amount for each type of issuance cost incurred by the Township of Franklin Fire District #4 in undertaking the financing; and

BE IT FURTHER RESOLVED that the details of the issuance of any permanent bonds associated with this application as included in the term sheet (closing statement) shall be promptly provided to the Executive Secretary by forwarding a copy of said term sheet (closing statement); and

BE IT FURTHER RESOLVED that the Executive Secretary of the Local Finance Board is hereby authorized and directed to certify or endorse such documents or instruments as may be necessary, convenient or desirable in order to carry out the purpose and provisions of the Law and this Resolution; and

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 40A:5A-7, the governing body of the Authority shall provide to the Executive Secretary within 45 days of receipt of this resolution, the required Authority resolution and affidavit; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

APPROVED BY:
THE LOCAL FINANCE BOARD

DATE: May 9, 2018


PATRICIA PARKIN MCNAMARA
EXECUTIVE SECRETARY
LOCAL FINANCE BOARD

20855/FD-545