



Forest Grove Board of Fire Commissioners February 26, 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:

Tamara Ardito – DTA Solutions

2. Reading of the minutes of the previous meeting

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

3. Communications

An anonymous hand-written letter was sent to Mayor Vassallo at the Franklin Twp. Municipal Building. The Mayor forwarded a copy of the letter to the Board of Fire Commissioners District 4 as we are the governing body for the Forest Grove Volunteer Fire Company. The writer of the letter is questioning the use of the Chief’s Command vehicle. Unfortunately, the writer did not provide a name, an address or any type of way to reach out to them to address their concerns. The questions that the writer is asking were previously addressed by the Board of Fire Commissioners many years ago and are not an issue. We welcome the writer to reach out to the Board of Fire Commissioners, District 4 so that we may personally answer their questions and bring their concerns to a close.

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 was seconded by Andrew Bellone Jr.

The Wells Fargo payment for the KME will be sent on time avoiding the late fee.

5. Treasurers Report

Please refer to the attached report.

Borelli Agency sent us a refund check due to the removal of the Pierce and Ford from the policy in the amount of \$309.85

A motion to accept the Treasurer’s report was made by Andrew Bellone Jr. and seconded by Samuel Scapellato.



Forest Grove Board of Fire Commissioners February 26, 2019 - Meeting Minutes

6. Old Business

Borelli Insurance sent us a endorsement for the changes to the policy noted above. The endorsement was added to the Insurance policy binder.

The 2018 NFIRS reports have been completed and submitted to the DCA.

The City of Bridgeton's Mutual Aid Agreement were signed. There are 2 original copies. The MUA's will be scanned in and e-mailed as well as mailing an original copy to the City of Bridgeton.

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.

7. New Business

The approved 2019 Fire District budget was returned to the Board. It will be scanned in and uploaded to the website. The copy was passed around for all Board members to review.

The February 16, 2019 Fire District election results were reviewed and are as follows:

23 voters cast ballots at the polling location and 54 voters cast mail in ballots

Budget Public question - 64 voted YES and 13 voted NO

Mykola Myronowskyj and Joseph Scapellato were each both elected for another 3-year term as Fire Commissioners.

The public notice for the February 16, 2019 was reviewed and approved by the Board. This public notice will be posted ASAP and is attached to these minutes.

The membership application for Joseph Dattalo was approved by the Board. A background check did not reveal any criminal history. The application will be returned to the Chief.

During the work that Mykola Myronowskyj was doing in regard to the Pro Phoenix system it was found that an FDID number is required in order for a member to be added to the Pro Phoenix system. It was also revealed that an application for an FDID number can be issued by the DCA for a member that has not completed a Fire Fighter 1 course as long as the member is affiliated with a Fire Department (volunteer or paid). This number will be assigned to an applicant and will remain their FDID number for the duration of their career. The form will be added to the membership application and will be sent to the DCA by the Board. When the member completes the application for Fire Fighter 1, they will already have a FDID number.



Forest Grove Board of Fire Commissioners February 26, 2019 - Meeting Minutes

7. New Business continued

The CPI adjustment for this year's LOSAP award is 2.1%. This will bring the award value to \$1,543.54 per member. 27 members achieved LOSAP for a total of \$41,675.58 sent to be sent to VALIC for LOSAP payments to the members.

Samuel Scapellato made a motion that members that may have achieved sufficient points to qualify for LOSAP during the year, AND that do not have a current LOSAP account AND have left the department will not be given the LOSAP award, Mykola Myronowskyj seconded this motion, all Board members voted Aye.

Mykola Myronowskyj will reach out to George from VALIC to schedule a meeting for members to review their individual accounts.

The reorganization meeting of the Forest Grove Board of Fire Commissioners, Fire District # 4 Township of Franklin was held on February 26th, 2019

Mykola Myronowskyj nominated Andrew Bellone Jr. for Chairman, the nomination was seconded by Thomas Bellone Sr. All Board members voted Aye.

Andrew Bellone Jr. nominated Samuel Scapellato for Vice-Chairman, the nomination was seconded by Mykola Myronowskyj. All Board members voted Aye.

Andrew Bellone Jr. nominated Mykola Myronowskyj for Secretary, the nomination was seconded by Samuel Scapellato. All Board members voted Aye.

Thomas Bellone Sr. nominated Joseph Scapellato for Treasurer, the nomination was seconded by Andrew Bellone Jr. All Board members voted Aye.

Thomas Bellone Sr. will now be Commissioner.

The reorganization of the board was as follows:

Chairman - Andrew Bellone Jr.

Co-Chairman – Samuel Scapellato

Secretary – Mykola “Nick” Myronowskyj

Treasurer – Joseph Scapellato

Commissioner – Thomas Bellone Sr.



Forest Grove Board of Fire Commissioners February 26, 2019 - Meeting Minutes

7. New Business continued

The following appointments were made:

The official depository - Newfield National Bank

The official newspaper – The Courier Post

Lawyer: Hoffman & Dimuzio

Auditor - Ball, Buckley & Seher, LLP

Meeting dates for March 2019 thru March 2020

Meeting time is 7:00 PM at the Forest Grove Fire Hall

Tuesday March 26th	Tuesday April 23rd	Tuesday May 28th
Tuesday June 25th	Tuesday July 23rd	Tuesday August 27th
Tuesday September 24th	Tuesday October 22nd	Tuesday November 26th
Thursday December 26th	Tuesday January 28th	Tuesday February 25th
Tuesday March 24th		

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Andrew Bellone Jr. performed the 2019 Workman's Compensation insurance with the representative. Per the report, there are 42 members that are considered active. There were multiple questions that came up. Mykola Myronowskyj requested that all Board members that had questions, to write them down so that they could be addressed with John Borelli when we have the annual insurance review meeting.

There is a question regarding a purchase that was made in 2019, however the check should have been issued in December. This was determined to be a clerical timing issue. The quote and the PO were approved in 2018. Mykola Myronowskyj will reach out to Ed Paul to determine the best method to rectify this issue.



**Forest Grove Board of Fire Commissioners
February 26, 2019 - Meeting Minutes**

8. Public Comments

Chief of the Fire Department:

The Chief was not present, however he asked Mykola Myronowskyj to speak on his behalf. The Chief e-mailed quotations for fire gear to the Board and requested that a purchase order be approved for the purchase of 2 sets of trial fire gear, Personal Protection Equipment (PPE). The quotes and the product specifications were provided to the Board members for review. The purchase was approved in the amount of \$2,393.00.

This is due to the NFPA requirement that gear of a certain age must be replaced.

President of the Fire Department: Not Present

Others: Not Present

9. Adjournment

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

Meeting was adjourned at 19:50 hours.

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



Forest Grove Board of Fire Commissioners February 26, 2019 - Meeting Minutes

7:06 PM
2/26/19
Accrual Basis

Franklin Township Fire District No 4 Balance Sheet As of February 28, 2019

	Feb 28, 19
ASSETS	
Current Assets	
Checking/Savings	
Newfield Na Bk 0505	-117,140.22
Newfield Savings 9924	574,639.60
Total Checking/Savings	457,499.38
Total Current Assets	457,499.38
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	1,447,641.38
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	432,258.62
Total Current Liabilities	432,258.62
Long Term Liabilities	12,000.00
Total Liabilities	444,258.62
Equity	1,003,382.76
TOTAL LIABILITIES & EQUITY	1,447,641.38



Forest Grove Board of Fire Commissioners February 26, 2019 - Meeting Minutes

7:04 PM
02/26/19
Accrual Basis

Franklin Township Fire District No 4 Transactions This Month As of February 28, 2019

Type	Date	Num	Name	Amount
Newfield Na Bk 0505				
Bill Pmt -Check	02/26/2019	11959	Action Uniform Co	-346.00
Bill Pmt -Check	02/26/2019	11960	All Hands Fire Equipment	-86.96
Bill Pmt -Check	02/26/2019	11961	Ball Buckley & Seher, LLP	-2,125.00
Bill Pmt -Check	02/26/2019	11962	Blaze Emergency Equipment C...	-462.00
Bill Pmt -Check	02/26/2019	11963	Comcast (Xfinity)	-16.96
Bill Pmt -Check	02/26/2019	11964	Comcast 569	-205.64
Bill Pmt -Check	02/26/2019	11965	Courier Post	-131.64
Bill Pmt -Check	02/26/2019	11966	D&H Auto Supplies	-10.99
Bill Pmt -Check	02/26/2019	11967	Dennis Allonnardo	-295.12
Bill Pmt -Check	02/26/2019	11968	DTA Solutions LLC	-110.00
Bill Pmt -Check	02/26/2019	11969	Eagle Fire & Safety, LLC	-135.00
Bill Pmt -Check	02/26/2019	11970	Eurofin's	-167.50
Bill Pmt -Check	02/26/2019	11971	Forest Grove Fire Co	-2,814.59
Bill Pmt -Check	02/26/2019	11972	Glenn Insurance, Inc.	-5,073.00
Bill Pmt -Check	02/26/2019	11973	Gloucester County chief Assoc	-50.00
Bill Pmt -Check	02/26/2019	11974	Graphic Designers & Printers	-175.00
Bill Pmt -Check	02/26/2019	11975	M.A.S.E. Concepts	-39.00
Bill Pmt -Check	02/26/2019	11976	Major Petroleum Ind.	-764.53
Bill Pmt -Check	02/26/2019	11977	MRA Mobile Truck & Trailer Re...	-1,055.22
Bill Pmt -Check	02/26/2019	11978	My-Lor Inc	-34.10
Bill Pmt -Check	02/26/2019	11979	Mykola Myronowskyj	-1,527.46
Bill Pmt -Check	02/26/2019	11980	Santander Leasing LLC	-12,221.97
Bill Pmt -Check	02/26/2019	11981	Staples	-93.27
Bill Pmt -Check	02/26/2019	11982	TransUnion	-50.00
Bill Pmt -Check	02/26/2019	11983	Verizon Wireless 197	-65.32
Bill Pmt -Check	02/26/2019	11984	Vineland Ace Hardware	-411.28
Bill Pmt -Check	02/26/2019	11985	Vineland Auto Electric	-1,748.70
Bill Pmt -Check	02/26/2019	11986	Wells Fargo Equipment Finance	-98,372.05
Bill Pmt -Check	02/26/2019	11987	Wireless Communications	-181.28
Total Newfield Na Bk 0505				-128,769.58
Newfield Savings 9924				
Total Newfield Savings 9924				
TOTAL				-128,769.58



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PUBLIC NOTICE

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Mykola “Nick” Myronowskyj
Board Secretary,
Board of Fire Commissioners District 4
Township of Franklin, Gloucester County, NJ