

July 9, 2015

Meeting duly advertised and called to order at 7:00pm with reading of the Open Public Records statement and Pledge of Allegiance.

Commissioners' Symons, Poppe Jr., Rubio, Wickham and Ryan in attendance as well as Attorney Rich Braslow and Accountant Oliver Walling.

Attorney's Report/ Accountant's Report Attorney Braslow reported on a proposed amendment to the election bill – (capital portion). O. Walling advised that it was OK to amend budget for unanticipated income/unanticipated expense.

Motion to accept the following resolutions by Commissioner V. Rubio, 2nd by K. Wickham, approved:

(23-15) Resolution to adopt Amendment to 2015 Budget;

(24-15) Resolution authorizing employment of part time inspectors.

O. Walling reviewed the procedure to follow for the monies received from the sale of the cell tower lease.

R. Braslow advised that the Township hearing reference the Districts consolidation will probably be in August.

O. Walling would like to start the budget process right after Labor Day. The expected 95,000.00 savings (due to consolidation) for 2015 would stay in the budget for 2016. District voters should be reminded at the budget hearing that the consolidation goal is for both long term savings (in addition to initial savings) and greater immediate efficiency.

If a Safer Grant is applied for, it will not be a part of the budget.

Motion by Commissioner Rubio, 2nd by Commissioner Poppe to go to closed session at 1930.

Motion to reopen meeting by Commissioner Rubio , 2nd by Commissioner Poppe. Meeting reopened at 1935 hours.

Chief's Report/ CVFC

Lt. G. Schoen only CVFC Officer present at meeting. The continued absence from meetings, the lack of required monthly reports, and violations of vehicle use policies (out of town use) by both the Chief and Assistant Chief was discussed. Motion to revoke the use of the vehicles from both for 2 weeks by Commissioner Wickham, 2nd by Commissioner Poppe; approved. The Board also reserves the right to take further action depending upon explanations offered. The Captain and 1st lieutenant will use the vehicles. Chief J Alchevsky and A/C J. Langguth will be contacted.

Lt. Schoen presented a Purchase Request for 3 sets of gear – Approved.

Career Lt/FF Report Apparatus maintenance and repair; progress. All purchase requests submitted approved.

The Board requests an inventory list of pagers (current, broken, etc...)

Career FF J Poppe III submitted to Commissioner Symons a breakdown of required costs, training, and equipment references water rescue team. Lt. Schoen to find out how many members would be interested.

Commissioner Rubio to check on 5639 title.

The Board questioned why '3 year EMTexperience for per diem firefighter. Lt. Mergner advised that this requirement was previously approved, prior to advertising for position. It was decided to keep the application process open until August 31, 2015

Lt. Mergner requested that the gray (2008) pickup be returned to the Fire Prevention Bureau for both fire inspections and fire investigation equipment. All Board members agreed to return the truck but requested that it wait until the status of the white pickup (2006) is determined as a vehicle needs to be available for the air trailer. The Board needs a determination as to the safety of the 2006 pickup. It's OK to start switching/loading equipment into the 2008 truck but it has to remain at St. 56-1 to tow the trailer. FF Poppe III advised that the brush truck is also available to tow the trailer. The Bureau is to establish a policy to return the truck in the event of a fire requiring the air trailer

Fire Prevention Bureau S. Rauch reported progress.

Motion by Commissioner Rubio, 2nd by Commissioner Ryan to go to closed session at 2025.

Motion to reopen meeting by Commissioner Rubio , 2nd by Commissioner Wickham. Meeting reopened at 2040 hours.

Assistant Chief Langguth was called into meeting and the problems were explained to him.

A letter will be sent to the Chief and Assistant Chief reference deficiencies – Percentages for the past 3 months; Safety Officer's report is overdue; Violation of vehicle policy (out of town use); No attendance at Board meetings; No monthly reports; No attendance at Township Chief's meetings. Chief Alchevsky was advised of all this and should have relayed all information to the Assistant Chief. Further, a letter to the Board will be requested from the Chief and Assistant Chief outlining the reasons why.

The SOG's are to be completed by Districts 1 & 2 prior to January 1, 2016.

Assistant Chief Langguth's vehicle will be returned immediately. Chief ALchevsky's vehicle will be obtained once the spare key is located (Chief is currently out of state).

Motion by Commissioner Poppe, 2nd by Commissioner Ryan to adjourn at 2055 hours; approved.

2:56 PM

07/09/15

Accrual Basis

District 2 Board of Fire Commissioners

Approve to Pay

July 2015

Date	Num	Name	Memo	Amount
Jul 15				
07/09/2015	20209	A T & T	0205973458001	-48.44
07/09/2015	20210	Absolute Fire Protection		-240.27
07/09/2015	20211	Al's Auto Repair		-350.00
07/09/2015	20212	American Power Cleaning		-350.00
07/09/2015	20213	Attention to Detail		-260.00
07/09/2015	20214	Battery Clearance LLC	VOID:	0.00
07/09/2015	20215	Blaze Emergency Equipment LLC		-1,000.00
07/09/2015	20216	Braslow, Richard		-1,350.00
07/09/2015	20217	Cablevision		-149.85
07/09/2015	20218	County Line Hardware		-90.97
07/09/2015	20219	Emergency Equipment Sales LLC		-38.43
07/09/2015	20220	FF1 Professional Safety Services		-496.47
07/09/2015	20221	Fire One Inc	VOID:	0.00
07/09/2015	20222	Garden State Fire & Security Alarm ...	3431	-303.00
07/09/2015	20223	GPS Trackit		-125.00
07/09/2015	20224	Greater Media Newspapers		-13.30
07/09/2015	20225	Hanson, Justin		-35.00
07/09/2015	20226	Hunter Pest Services LLC		-45.00
07/09/2015	20227	Koerner & Koerner PA	Client No. 31110	-580.00
07/09/2015	20228	Less Stress Instructional Services		-185.00
07/09/2015	20229	M and E Tire & Service	989214799	-512.29
07/09/2015	20230	Mergner, Joseph		-35.00
07/09/2015	20231	Micromedia Publications Inc.		-335.00
07/09/2015	20232	Moore Medical		-169.79
07/09/2015	20233	Municipal Emergency Services Inc	47918	-1,605.30
07/09/2015	20234	National Parts Supply Co	LW3100	-198.42
07/09/2015	20235	POPPE III, JOHN		-35.00
07/09/2015	20236	Poppe, Adam		-35.00
07/09/2015	20237	Pro Kleen Services		-200.00
07/09/2015	20238	Quaranta, A. Anthony		-73.50
07/09/2015	20239	Sustainable Supply Co LLC		-292.17
07/09/2015	20240	Twin Rocks Spring Water		-3.00
07/09/2015	20241	Velting Overhead Doors		-175.00
07/09/2015	20242	VFIS	VFP 4331-1647D-01	-40,620.12
07/09/2015	20243	WB Mason		-583.74
07/09/2015	20244	Battery Clearance LLC		-467.97
07/09/2015	20245	Fire One Inc		-2,854.95
07/15/2015	SHB072015	NJSHBP	Health Benefits Monthly Billing	-9,992.97
07/09/2015	EFT 2015039	Freehold Cartage Inc.	60066000	-118.90
07/09/2015	EFT 2015040	Home Depot	6035322500449628	-33.28
07/09/2015	EFT 2015041	Leaf Capital Funding		-203.00
07/09/2015	EFT 2015042	Speedway Fleet	0461-00-716420-5	-1,665.82
07/09/2015	EFT 2015043	Travelers	6JUB-901X864-6-15	-18,656.00
07/09/2015	EFT 2015044	Verizon	732928910034807Y	-166.32
Jul 15				-84,693.27

MONTHLY BUDGET RECONCILIATION				
7/9/2015 0:00	2015 BUDGET	2015 YTD EXPENSES	2015 BUDGET BALANCES	
OPERATING APPROPRIATIONS				
Salaries/Wages	361,010.00	201,741.00	159,269.00	
Salaries/Wages - OT	20,000.00	9,219.00	10,781.00	
Salaries/Wages - Commissioners	8,750.00	4,375.00	4,375.00	
Fringe Benefits	190,700.00	72,721.00	117,979.00	
Rental Charges (Hydrant)	18,000.00	8,260.00	9,740.00	
Other Rentals	30,000.00	15,000.00	15,000.00	
Insurance Premiums **Incl WC - YTD	115,000.00	89,822.00	25,178.00	
LOSAP	15,000.00		15,000.00	
Utilities & Related Services	40,000.00	14,798.00	25,202.00	
Professional Services	50,000.00	13,708.00	36,292.00	
Other Outside Services			0.00	
Advertising	3,000.00	1,858.00	1,142.00	
Travel Expense	200.00		200.00	
Elections	1,200.00	2,033.00	(833.00)	
Membership/Dues	300.00		300.00	
Training & Education	20,000.00	2,037.00	17,963.00	
Convention Expense (in-house line item only)				
Uniforms & Personnel Equipment	25,000.00	4,124.00	20,876.00	
Maintenance & Repairs	100,000.00	62,986.00	37,014.00	
Other Operating Materials & Supplies	35,000.00	8,145.00	26,855.00	
Office Supplies/Postage	4,000.00	2,275.00	1,725.00	
Purchase of Non-Bondable Assets***	27,250.00	10,225.00	17,025.00	
Replacement Equipment	30,250.00	7,995.00	22,255.00	
Extrication Equipment	7,500.00		7,500.00	
			0.00	
UFSG Expenses	4,648.00		4,648.00	
Contingent	2,500.00		2,500.00	
District Expense	50,000.00		50,000.00	
			0.00	
TOTAL OPERATING APPROPRIATIONS	1,159,308.00	531,322.00	627,986.00	
CAPITAL APPROPRIATIONS				
Capital Outlay (New Apparatus)	0.00		0.00	
Capital Improvement (Firehouse)			0.00	
Capital Reserve-Future Outlay			0.00	
Debt Service (Principal)	45,572.00	45,572.00	0.00	
Debt Service (Interest)	18,199.00	18,200.00	(1.00)	
TOTAL CAPITAL APPROPRIATIONS	63,771.00	63,772.00	-1.00	
TOTAL BUDGET APPROPRIATIONS	1,223,079.00	595,094.00	627,985.00	
CASH BALANCES				
Cash (Regular Checking)	17,097.42	07/09/15		
Cash (Money Market)	415,001.97	07/09/15		
Cash (Payroll Checking)	29,098.82	07/09/15		
Cash (Capital Improvement Account)	239,687.58	07/09/15		
TOTAL CASH BALANCES	700,885.79			
5 14:57	2015 BUDGET	RECEIVED	ANTICIPATED	BALANCE
REVENUE/INCOME				
Fund Balance Utilized	0.00			0.00
Basic Entitlement Grant	4,648.00			4,648.00

**District 2 Board of Fire Commissioners
Transaction Detail By Account
January through December 2015**

2:07 PM
07/09/15
Accrual Basis

Type	Date	Name	Memo	Amount
Cost of Operations and Maintena				
A-12 Total costs of Operations				
Purchase of Assets (Not Capital				
445 - Replacement of Equipment				
Bill	03/12/2015	Mergner, Joseph	Chair	106.99
Bill	06/03/2015	Jackson Twp Fire District No. 1	Computers (tablets) / Bureau	7,391.31
Bill	06/19/2015	FF1 Professional Safety Services	Applicances / Apparatus	496.47
Total 445 - Replacement of Equipment				7,994.77
445.2 - SCBA				
Bill	03/19/2015	Nat Alexander Co	SCBA	9,293.00
Bill	03/19/2015	Nat Alexander Co	SCBA ADD-ON	210.00
Bill	03/31/2015	Nat Alexander Co	SCBA Facepiece	272.00
Total 445.2 - SCBA				9,775.00
445.5 - Pagers				
Bill	06/19/2015	Battery Clearance LLC	Portable chargers (6)	450.00
Total 445.5 - Pagers				450.00
Total Purchase of Assets (Not Capital				18,219.77
424 - Training				
Bill	01/08/2015	Plumsted FMBA Local 89	Poppe III	50.00
Bill	01/08/2015	Treasurer, State of NJ	License/Cert Fire Inspector (Hanson)	45.00
Bill	01/15/2015	Lakewood FMBA Local 80	Training/Chief John Norman Seminar (Poppe, III / Hanson)	130.00
Bill	01/29/2015	HealthQuest Community Education	CPR Cards (22)	110.00
Bill	02/11/2015	HealthQuest Community Education	CPR Cards (6)	30.00
Bill	02/11/2015	MONOC Education Services	Prehospital Trauma Life Support course/J Hanson	250.00
Bill	02/11/2015	Middlesex County Fire Academy	'Nothing But Knots' course - A Quaranta	52.00
Bill	03/04/2015	Treasurer, State of NJ	Renewal/Mergner/Fire Inspector	45.00
Bill	03/12/2015	MONOC Education Services	PTLS Course - R Suiter	250.00
Bill	05/07/2015	HealthQuest Community Education	CPR Cards	20.00
Bill	06/09/2015	Middlesex County Fire Academy	Rescue/Rigging - Quaranta	210.00
Bill	06/11/2015	CASSVILLE VOL FIRE CO NO. 1	Reimb/EMT Books (4 members)	660.00
Bill	06/19/2015	Less Stress Instructional Services	EMS CORE REFRESH/MERGNER	185.00
Total 424 - Training				2,037.00
428 - Clothing/PPE				
Bill	01/15/2015	Witmer Public Safety Group/The Fire Store	Radio Straps	93.80
Bill	01/15/2015	CASSVILLE VOL FIRE CO NO. 1	Reimbursement - Turnout Gear (Boots)	335.00
Bill	01/15/2015	Skylands	Turnout Gear Repair - Hanson	57.00
Bill	02/05/2015	Witmer Public Safety Group/The Fire Store	Safety Vests-Chief & Asst Chief	110.00
Bill	02/11/2015	Municipal Emergency Services Inc	Turnout Gear-Helmets	761.64
Bill	03/12/2015	D.E. Williams Shields	Helmet Shields	487.30
Bill	03/12/2015	D.E. Williams Shields	Helmet Shields	90.00
Bill	03/12/2015	Emergency Equipment Sales LLC	Accountability Boards	622.46

District 2 Board of Fire Commissioners
Transaction Detail By Account
 January through December 2015

2:07 PM
 07/09/15
 Accrual Basis

Type	Date	Name	Memo	Amount
Bill	03/19/2015	Witmer Public Safety Group/The Fire Store	Helmet repair (parts)	0.00
Bill	03/19/2015	Municipal Emergency Services Inc	Clothing allowance/Hanson	0.00
Bill	03/19/2015	Witmer Public Safety Group/The Fire Store	Return	0.00
Bill	03/31/2015	Municipal Emergency Services Inc	Uniforms/Clothing allowance A Poppe	164.50
Bill	04/09/2015	Emergency Equipment Sales LLC	Hood	43.95
Bill	04/09/2015	Municipal Emergency Services Inc	Clothing allowance-J Poppe III	318.49
Bill	04/09/2015	Municipal Emergency Services Inc	Clothing Allowance	270.25
Bill	04/13/2015	CASSVILLE VOL FIRE CO NO. 1	Turnout Gear Hangars	92.99
Bill	04/29/2015	POPPE III, JOHN	Clothing allowance reimb	56.24
Bill	04/29/2015	Poppe, Adam	Clothing Allowance (boots)	56.25
Bill	05/05/2015	Municipal Emergency Services Inc	Clothing Allowance/Hanson	564.00
Total 428 - Clothing/PPE				4,123.87
Total A-12 Total costs of Operations				24,380.64
Total Cost of Operations and Maintena				24,380.64
TOTAL				24,380.64