



Forest Grove Board of Fire Commissioners Meeting Minutes

Date: 09-23-2015

1. Call to Order: 19:00

1. Members Present

- X Andrew Bellone Jr. - Chairman
- __ Joseph Jagers - Co Chairman
- X Thomas Bellone - Treasurer
- X Mykola “Nick” Myronowskyj - Secretary
- X Samuel Scapellato – Asst. Secretary

Other:

Tamara Ardito – DTA Solutions

Public present:

Dennis Allonardo – Chief of the Fire Department

Mark Mastro – President of the Fire Department

2. Reading of the minutes of the previous meeting

a. Motion to accept minutes as read

- 1. Mykola Myronowskyj
- 2. Andrew Bellone Jr.

Changes: None

3. Communications

The 2015 audit and synopsis was submitted to the Board. There are a number of changes that need to be made to the document before the Board will accept it. The changes have been submitted to the auditor, and we are waiting for the corrected document.

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

a. Motion to pay all bills

- 1. Thomas Bellone Sr.
- 2. Mykola Myronowskyj

Notes: None.



Forest Grove Board of Fire Commissioners Meeting Minutes

5. Treasurers Report

Please refer to the attached report.

- a. Motion to accept Treasurers report as read
 1. Mykola Myronowskyj
 2. Thomas Bellone Sr.

Notes: None.

6. Old Business

Letter received from the NJ MVC regarding the BoFC District 4 Corpcode and address. The MVC has an error in their system and is mistaking the BoFC District 4 with the City of Vineland. Andrew Bellone Jr. sent the required documentation to the NJ MVC and the issue was corrected.

BW Stetson contract will be canceled and they will be notified to retrieve their equipment from the firehouse.

The background check process is being worked on and will be implemented ASAP.

The Board of Fire Commissioners, District 4 and the Fire Company will be researching a policy and program for zero tolerance for drugs and alcohol. This will also include a process and training of certain personnel for identification of potential “under the influence” and a medical method for determining that a member was actually “under the influence” in the event of an incident.

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The Chief was advised of the new mileage and training cost procedures. He agreed.



Forest Grove Board of Fire Commissioners Meeting Minutes

7. New Business

The Fire Company incorporation needs to be renewed. The Fire Company President will be meeting with the appropriate personnel and agencies to have the incorporation completed by the next meeting.

The Newfield Fire Department will be purchasing surplus tools and gear racks from the Fire Company. The price was negotiated to be \$1,150.00.

The Fire Company purchased a forceable entry door training device from a vendor at the NJ Firefighters Convention. This was a show special and the vendor was a sole provider. The cost of this device was \$3,900.00.

8. Public Comments

Chief of the Fire Department:

The dispatch center is now up and running. We will need to test it during inclement weather.

Aerial and pump testing for the apparatus will need to be done in October. The Chief was verifying that there is sufficient money in the budget to have this scheduled and completed. The Chief was advised to schedule the work.

New PPE will be coming in soon. This was a previously approved purchase.

The Chief is looking into the purchase of a SCBA fit testing machine. When he has the information he will contact the Board and we will review.

The Chief is still working on the 700 MHz radio upgrade. When more information becomes available he will advise.

The Chief will reach out to Signature Alarm to provide a quote to install the security camera cabling and mounting the cameras. The connections to the DVR and the network will be completed by Nick.

President of the Fire Department:

No additional comments.



Forest Grove Board of Fire Commissioners Meeting Minutes

8. Public Comments continued

Others:

None.

9. Adjournment

a. Motion to adjourn

1. Thomas Bellone Sr.
2. Samuel Scapellato

Meeting was adjourned at: 19:52

Respectfully Submitted,

Mykola "Nick" Myronowskyj

Secretary

Board of Fire Commissioners, District 4



Forest Grove Board of Fire Commissioners
Meeting Minutes

7:00 PM
09/22/15
Accrual Basis

Franklin Township Fire District No 4

Balance Sheet
As of September 22, 2015

Sep 22,15

ASSETS Current Assets

Checking/Savings	
Newfield Na Bk 0505	-10,190.79
Newfield Savings 9924	374,415.76
Total Checking/Savings	364,224.97

Total Current Assets 364,224.97

Fixed Assets 990,142.00

TOTAL ASSETS 1,354,366.97

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities 432,258.62

Total Current Liabilities 432,258.62

Total Liabilities 432,258.62

Equity 922,108.35

TOTAL LIABILITIES & EQUITY 1,354,366.97



Forest Grove Board of Fire Commissioners Meeting Minutes

6:57 PM
09/22/15
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Bill Pmt -Check	09/22/2015	10898	Coaching Systems, LLC	-384.00
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a. Motion to pay all bills

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President of the Fire Department:

No additional comments.



Forest Grove Board of Fire Commissioners Meeting Minutes

8. Public Comments continued

Others:

None.

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a. Motion to adjourn

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2. Samuel Scapellato

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Respectfully Submitted,

Mykola "Nick" Myronowskyj

Secretary

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Forest Grove Board of Fire Commissioners Meeting Minutes

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Others:

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Secretary

Board of Fire Commissioners, District 4



**Forest Grove Board of Fire Commissioners
Meeting Minutes**

7:00 PM
09/22/15
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Sep 22,15

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Bill Pmt -Check	09/22/2015	10886	Nat Alexander Company, Inc.	-1,095.33
Bill Pmt -Check	09/22/2015	10885	Patrick Spring	-1,125.00
Bill Pmt -Check	09/22/2015	10884	Pizza Joe's	-107.25
Bill Pmt -Check	09/22/2015	10883	Public Saftey Outfitters	-961.00
Bill Pmt -Check	09/22/2015	10882	South Jersey Gas	-28.18
Bill Pmt -Check	09/22/2015	10881	Staples	-1,463.91
Bill Pmt -Check	09/22/2015	10880	Tekk Comm Communications	-50.00
Bill Pmt -Check	09/22/2015	10879	Vineland Ace Hardware	-793.04
Bill Pmt -Check	09/22/2015	10878	Vineland Auto Electric	-1,056.38
Total Newfield Na Bk 0505				-15,547.89
Newfield Savings 9924				
Total Newfield Savings 9924				
TOTAL				-15,547.89



Forest Grove Board of Fire Commissioners Meeting Minutes

Date: 09-23-2015

1. Call to Order: 19:00

1. Members Present

- X Andrew Bellone Jr. - Chairman
- ___ Joseph Jagers - Co Chairman
- X Thomas Bellone - Treasurer
- X Mykola “Nick” Myronowskyj - Secretary
- X Samuel Scapellato – Asst. Secretary

Other:

Tamara Ardito – DTA Solutions

Public present:

Dennis Allonardo – Chief of the Fire Department

Mark Mastro – President of the Fire Department

2. Reading of the minutes of the previous meeting

a. Motion to accept minutes as read

1. Mykola Myronowskyj
2. Andrew Bellone Jr.

Changes: None

3. Communications

The 2015 audit and synopsis was submitted to the Board. There are a number of changes that need to be made to the document before the Board will accept it. The changes have been submitted to the auditor, and we are waiting for the corrected document.

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

a. Motion to pay all bills

1. Thomas Bellone Sr.
2. Mykola Myronowskyj

Notes: None.



Forest Grove Board of Fire Commissioners Meeting Minutes

5. Treasurers Report

Please refer to the attached report.

- a. Motion to accept Treasurers report as read
 1. Mykola Myronowskyj
 2. Thomas Bellone Sr.

Notes: None.

6. Old Business

Letter received from the NJ MVC regarding the BoFC District 4 Corpcode and address. The MVC has an error in their system and is mistaking the BoFC District 4 with the City of Vineland. Andrew Bellone Jr. sent the required documentation to the NJ MVC and the issue was corrected.

BW Stetson contract will be canceled and they will be notified to retrieve their equipment from the firehouse.

The background check process is being worked on and will be implemented ASAP.

The Board of Fire Commissioners, District 4 and the Fire Company will be researching a policy and program for zero tolerance for drugs and alcohol. This will also include a process and training of certain personnel for identification of potential “under the influence” and a medical method for determining that a member was actually “under the influence” in the event of an incident.

The Board of Fire Commissioners, District 4 and the Fire Company will be researching a policy and program for medical physical program for all Fire Company members.

A new set of By-Laws for the BoFC District 4 is currently being worked on.

The new lease agreement was discussed. The Fire Company President did not have all of the information and figures that he needs at this time. The lease agreement will still need to be printed and submitted to the Board. The President is working on this.

The Chief was advised of the new mileage and training cost procedures. He agreed.



Forest Grove Board of Fire Commissioners Meeting Minutes

7. New Business

The Fire Company incorporation needs to be renewed. The Fire Company President will be meeting with the appropriate personnel and agencies to have the incorporation completed by the next meeting.

The Newfield Fire Department will be purchasing surplus tools and gear racks from the Fire Company. The price was negotiated to be \$1,150.00.

The Fire Company purchased a forceable entry door training device from a vendor at the NJ Firefighters Convention. This was a show special and the vendor was a sole provider. The cost of this device was \$3,900.00.

8. Public Comments

Chief of the Fire Department:

The dispatch center is now up and running. We will need to test it during inclement weather.

Aerial and pump testing for the apparatus will need to be done in October. The Chief was verifying that there is sufficient money in the budget to have this scheduled and completed. The Chief was advised to schedule the work.

New PPE will be coming in soon. This was a previously approved purchase.

The Chief is looking into the purchase of a SCBA fit testing machine. When he has the information he will contact the Board and we will review.

The Chief is still working on the 700 MHz radio upgrade. When more information becomes available he will advise.

The Chief will reach out to Signature Alarm to provide a quote to install the security camera cabling and mounting the cameras. The connections to the DVR and the network will be completed by Nick.

President of the Fire Department:

No additional comments.



Forest Grove Board of Fire Commissioners Meeting Minutes

8. Public Comments continued

Others:

None.

9. Adjournment

a. Motion to adjourn

1. Thomas Bellone Sr.
2. Samuel Scapellato

Meeting was adjourned at: 19:52

Respectfully Submitted,

Mykola "Nick" Myronowskyj

Secretary

Board of Fire Commissioners, District 4



**Forest Grove Board of Fire Commissioners
Meeting Minutes**

7:00 PM
09/22/15
Accrual Basis

**Franklin Township Fire District No 4
Balance Sheet
As of September 22, 2015**

Sep 22,15

ASSETS Current Assets	
Checking/Savings	
Newfield Na Bk 0505	-10,190.79
Newfield Savings 9924	374,415.76
Total Checking/Savings	364,224.97
Total Current Assets	364,224.97
Fixed Assets	990,142.00
TOTAL ASSETS	<u>1,354,366.97</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	432,258.62
Total Current Liabilities	432,258.62
Total Liabilities	432,258.62
Equity	<u>922,108.35</u>
TOTAL LIABILITIES & EQUITY	1,354,366.97



Forest Grove Board of Fire Commissioners Meeting Minutes

6:57 PM
09/22/15
Accrual Basis

Franklin Township Fire District No 4 Transactions This Month As of September 30, 2015

Type	Date	Num	Name	Amount
Newfield Na Bk 0505				
Bill Pmt -Check	09/22/2015	10899	Atlantic City Electric	-622.38
Bill Pmt -Check	09/22/2015	10898	Coaching Systems, LLC	-384.00
Bill Pmt -Check	09/22/2015	10897	Colucci Lumber Co.	-68.26
Bill Pmt -Check	09/22/2015	10896	Comcast	-172.82
Bill Pmt -Check	09/22/2015	10895	D&H Auto Supplies	-85.89
Bill Pmt -Check	09/22/2015	10894	Dallas Clevenger	-843.45
Bill Pmt -Check	09/22/2015	10893	Dennis Allonnardo	-106.27
Bill Pmt -Check	09/22/2015	10892	DTA Solutions Enterprises LLC	-110.00
Bill Pmt -Check	09/22/2015	10891	Exact	-3,500.00
Bill Pmt -Check	09/22/2015	10890	FD Testing Services LLC	-1,795.07
Bill Pmt -Check	09/22/2015	10889	Forest Grove Fire Co	-80.75
Bill Pmt -Check	09/22/2015	10888	Major Petroleum Ind.	-488.46
Bill Pmt -Check	09/22/2015	10887	Moore Auto Design	-610.45
Bill Pmt -Check	09/22/2015	10886	Nat Alexander Company, Inc.	-1,095.33
Bill Pmt -Check	09/22/2015	10885	Patrick Spring	-1,125.00
Bill Pmt -Check	09/22/2015	10884	Pizza Joe's	-107.25
Bill Pmt -Check	09/22/2015	10883	Public Saftey Outfitters	-961.00
Bill Pmt -Check	09/22/2015	10882	South Jersey Gas	-28.18
Bill Pmt -Check	09/22/2015	10881	Staples	-1,463.91
Bill Pmt -Check	09/22/2015	10880	Tekk Comm Communications	-50.00
Bill Pmt -Check	09/22/2015	10879	Vineland Ace Hardware	-793.04
Bill Pmt -Check	09/22/2015	10878	Vineland Auto Electric	-1,056.38
Total Newfield Na Bk 0505				-15,547.89
Newfield Savings 9924				
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TOTAL				-15,547.89



Forest Grove Board of Fire Commissioners Meeting Minutes

Date: 09-23-2015

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1. Members Present

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Mark Mastro – President of the Fire Department

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a. Motion to accept minutes as read

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- 2. Andrew Bellone Jr.

Changes: None

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a. Motion to pay all bills

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- 2. Mykola Myronowskyj

Notes: None.



Forest Grove Board of Fire Commissioners Meeting Minutes

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- a. Motion to accept Treasurers report as read
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 2. Thomas Bellone Sr.

Notes: None.

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Forest Grove Board of Fire Commissioners Meeting Minutes

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The Chief will reach out to Signature Alarm to provide a quote to install the security camera cabling and mounting the cameras. The connections to the DVR and the network will be completed by Nick.

President of the Fire Department:

No additional comments.



Forest Grove Board of Fire Commissioners Meeting Minutes

8. Public Comments continued

Others:

None.

9. Adjournment

a. Motion to adjourn

1. Thomas Bellone Sr.
2. Samuel Scapellato

Meeting was adjourned at: 19:52

Respectfully Submitted,

Mykola "Nick" Myronowskyj

Secretary

Board of Fire Commissioners, District 4



Forest Grove Board of Fire Commissioners
Meeting Minutes

7:00 PM
09/22/15
Accrual Basis

Franklin Township Fire District No 4

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As of September 22, 2015

Sep 22,15

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Newfield Savings 9924	374,415.76
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TOTAL ASSETS	<u>1,354,366.97</u>
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LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities	432,258.62
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Total Current Liabilities	432,258.62
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Total Liabilities	432,258.62
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TOTAL LIABILITIES & EQUITY	1,354,366.97
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Forest Grove Board of Fire Commissioners Meeting Minutes

6:57 PM
09/22/15
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