



Forest Grove Board of Fire Commissioners May 28th , 2024 - Meeting Minutes

This meeting of the Board of Fire Commissioners, District 4, Township of Franklin, Gloucester County NJ was called to order on May 28th, 2024 @ 19:00 and attended by the members noted below. This meeting was called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meeting notices sent to the Courier Post newspaper, filed with the Municipal Clerk at the Township of Franklin, County of Gloucester and posted at the Forest Grove Volunteer Fire Company.

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:

None

2. Reading of the minutes of the previous meeting

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

3. Treasurers Report & Bills against the Commission

Joseph Scapellato reported:
Petty cash balance \$230.00

The bank will now be providing the copies of the front and backs of all checks with our statements from now on.

The second lease payment of \$114,747.47 for the new Seagrave pumper that is still being built was made.

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



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4. Old Business

Mykola Myronowskyj reported on the following:

Filing of documents that he can locate from 2011 and prior. The files that are being archived are being organized, then scanned and then filed.

The 2023 financial audit was completed and there were no corrections that needed to be made. The files have been returned and placed back into the filing cabinet.

The Board was approached by Safety and Survival about purchasing the Petrogen torch that was replaced by a new device. The Chief created an inventory of the torch kit, and a resolution will be made tonight to sell the set. The sale will be in the amount of \$1,000.00. This payment will be in the form of credits to the cost of training. The class costs will be deducted from the balance until the total value is received.

The account that we have had with TLO XP to perform background checks has been closed. Pursuant to TLO's audit of clients, our audit has been completed and our account is terminated because the use of their data does not comply with their permissible purposes. A copy of the email notifying that our account is closed will be filed with these minutes.

5. New Business

Mykola Myronowskyj reported:

The Board received an email from Todd Fell from Seagrave. He will no longer be our sales representative from Seagrave as he is leaving the company. Per the email we will be notified of our new representative soon. His email also stated that our delivery has now been pushed back to June of 2025 instead of the delivery date of February 2025. I emailed Todd and asked why the delivery was pushed back. I am still waiting for a response.

Resolution 2024-02 – 2023 Audit Acceptance Resolution was made. All members voted aye, and the resolution passed.

Resolution 2024-03 – Petrogen Torch sale to Safety & Survival. All members voted aye, and the resolution passed.

Our auditor, Nightlinger Colavita notified the Board that there is a state mandated LOSAP review that must be completed annually. The cost of the review and report to the state is \$1,350.00 The approval for the auditor to perform the review as granted from all Board members. The voucher was received, and this will be paid at this meeting.



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5:05 PM
05/28/24
Accrual Basis

Franklin Township Fire District No 4 Balance Sheet As of May 31, 2024

	May 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Newfield Na Bk 0505	-132,360.33
Newfield Savings 9924	646,175.40
Total Checking/Savings	513,815.07
Total Current Assets	513,815.07
TOTAL ASSETS	513,815.07
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Restricted Fund Future Cap	378,748.54
Total Other Current Liabilities	378,748.54
Total Current Liabilities	378,748.54
Long Term Liabilities	
Future Capital	12,000.00
Truck Loan	-95,223.90
Total Long Term Liabilities	-83,223.90
Total Liabilities	295,524.64
Equity	
Opening Bal Equity	44,604.16
Retained Earnings	427,006.38
Net Income	-253,320.11
Total Equity	218,290.43
TOTAL LIABILITIES & EQUITY	513,815.07



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6:03 PM
05/28/24
Accrual Basis

Franklin Township Fire District No 4
Transactions This Month
As of May 31, 2024

Type	Date	Num	Name	Amount
Newfield Na Bk 0505				
Bill Pmt -Check	05/28/2024	13445	911 Systems, LLC	-686.69
Bill Pmt -Check	05/28/2024	13446	Airpower International, Inc.	-2,150.00
Bill Pmt -Check	05/28/2024	13447	Comcast (Xfinity)	-30.01
Bill Pmt -Check	05/28/2024	13448	Comcast 569	-221.21
Bill Pmt -Check	05/28/2024	13449	Dennis Allonnardo	-326.33
Bill Pmt -Check	05/28/2024	13450	Dival Safety Equipment, Inc.	-134.00
Bill Pmt -Check	05/28/2024	13451	DTA Solutions LLC	-150.00
Bill Pmt -Check	05/28/2024	13452	Forest Grove Fire Co	-2,959.98
Bill Pmt -Check	05/28/2024	13453	Gen-el Safety & Industrial Prod...	-536.75
Bill Pmt -Check	05/28/2024	13454	Genna Electric	-2,675.00
Bill Pmt -Check	05/28/2024	13455	Glenn Insurance, Inc.	-2,476.00
Bill Pmt -Check	05/28/2024	13456	Herr Foods, Inc.	-73.20
Bill Pmt -Check	05/28/2024	13457	Mes PA	-308.00
Bill Pmt -Check	05/28/2024	13458	MRA Mobile Truck & Trailer Re...	-328.71
Bill Pmt -Check	05/28/2024	13459	Mykola Myronowskyj	-75.00
Bill Pmt -Check	05/28/2024	13460	Nightinger, Colavita & Volpa, P...	-13,350.00
Bill Pmt -Check	05/28/2024	13461	Public Saftey Outfitters	-1,999.00
Bill Pmt -Check	05/28/2024	13462	Riggins	-188.35
Bill Pmt -Check	05/28/2024	13463	Tax Exempt Leasing Corp	-114,747.47
Bill Pmt -Check	05/28/2024	13464	UAE Petroleum	-218.62
Bill Pmt -Check	05/28/2024	13465	Verizon Wireless 197	-187.16
Bill Pmt -Check	05/28/2024	13466	Vineland Ace Hardware	-1,332.57
Bill Pmt -Check	05/28/2024	13467	W.B. Mason Co. Inc.	-396.93
Bill Pmt -Check	05/28/2024	13468	Wireless Electronics	-126.00
Total Newfield Na Bk 0505				-145,676.98
Newfield Savings 9924				
Total Newfield Savings 9924				
TOTAL				-145,676.98



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RESOLUTION # 2024-02

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2023, has been completed and filed with the Franklin Township Fire District No. 4, pursuant to N.J.S.A. 40A:5A-15, and

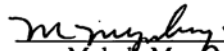
WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments and Recommendations", and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments and Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Franklin Township Fire District No. 4 hereby certified to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ending December 31, 2023, and specifically has reviewed the sections of the audit report entitled "General Comments and Recommendations" and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the fire district is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION
PASSED AT THE MEETING HELD ON _____, 2024.



Mykola Myroshovskiy, Secretary

5-28, 2024
Date



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LOCAL AUTHORITIES GROUP AFFIDAVIT FORM

PRESCRIBED BY THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Franklin Township Fire District No. 4, being of full age and being duly sworn according to law, upon our other depose and say:

1. We are duly elected members of the Franklin Township Fire District No. 4.
2. We certify, pursuant to N.J.S.A. 40A:5A-17, that we have each reviewed the Annual Audit Report for the fiscal year ending December 31, 2023 and specifically the sections of the audit report entitled "General Comments and Recommendations".

(Signature)

ANDREW BELLONW, JR.

SAMUEL SCAPELLATO

MYKOLA MYRONOWSKYJ

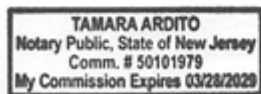
JOSEPH SCAPELLATO

THOMAS BELLONE, SR.

Sworn to and subscribed before me

this 28th day of may, 2024.

Notary Public of New Jersey





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*Board of Fire Commissioners, District 4
Township of Franklin, Gloucester County NJ
1635 Forest Grove Road
Vineland, NJ 08360*

Resolution #2024-03

**Resolution for the Sale of Petrogen Torch
Fire District #4, Forest Grove, Township of Franklin, County
of Gloucester, State of New Jersey.**

WHEREAS, The Board of Fire Commissioners of Fire District # 4, Forest Grove, Township of Franklin, County of Gloucester, State of New Jersey is responsible to properly maintain the equipment and to keep it a proper working order; and,

WHEREAS, there exists a need to remove unwanted and unneeded equipment that is no longer needed or has been replaced with newer equipment located at Fire District #4, Forest Grove, Township of Franklin, County of Gloucester, State of New Jersey; and,

WHEREAS, there exists a need to have a method of selling unwanted and unneeded equipment from the District; and,

WHEREAS, the selected purchaser is a local business and is in need of this equipment to perform the required removal.

NOW THEREFORE BE IT RESOLVED, during the regular meeting of **May 28th, 2024 the Board of Fire Commissioners, Fire District #4, Forest Grove, Township of Franklin, County of Gloucester, State of New Jersey** hereby authorizes Safety & Survival Training LLC, PO Box 132, Barrington NJ 08007 to purchase the Petrogen torch kit as noted on the attached inventory sheet for the amount of \$1,000.00. This sum shall be paid as credits towards future training.

Chairman of the Board, Andrew Bellone Jr.

Secretary of the Board, Mykola "Nick" Myronowskyj

Treasurer of the Board, Joseph Scapellato



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April 24, 2024

Petrogen torch system

Sale items consists of:

- 2- Petrogen portable cutting systems
- 2- Petrogen spare tip kits
- 2- Petrogen spare parts kits
- 4- strikers
- 2- Teflon hose pigtail
- 1-EMS o2 bottle adapter



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Public Comments - None

Chief of the Fire Department: Not Present

President of the Fire Department: Not Present

Others: Not Present

7. Adjournment

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

The meeting was adjourned at 19:21 hours.

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