

March 12, 2015

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

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

Attorney's Report Met with NJ Bureau of Fire Safety to discuss new Ordinance. They requested a few minor changes (wording, remove reference to Bureau and fees) which will be made. District 2 employee J Mergner to be appointed provisional Fire Official until consolidation is complete. The changes will probably be in the July 1 2015 register but the Township has to amend the Ordinance first.

Commissioner Poppe motioned, Commissioner Ryan 2nd, that all positions currently held by the Board members remain the same; approved.

Commissioner Poppe motioned, Commissioner Ryan 2nd, that all professional services remain the same; approved.

Treasurer's Report Motion by Commissioner Poppe to pay bills (attached), 2nd by Commissioner Wickham; approved.

Firefighter J Poppe III questioned whether the drug policy was complete – Progress.

Joe Howell / Blaze Emergency Equipment was present and several of his bills were questioned. All issues addressed and resolved.

Chief's Report/ CVFC

Fire call status. K12 saw purchased and installed on truck – Thanks the Board. The Board had an issue during the elections with the lack of snow removal on the fire company's part. CDL cards that were received last year are in fact correct. Fit test will be done in-house (probably in April). Vehicle maintenance discussed, specifically oil changes. Vehicles will go to outside vendor(s) for oil changes. Policy to be introduced shortly. Approximately 2 years ago, the Board requested that the CVFC officers attend the Board meetings and since then attendance has been rare. CVFC line officers and administrative officers to address attendance issues.

With reference to the radio simulcaster, District 3 has not issued a voucher not put anything in writing reference them paying for their share. Commissioner Rubio spoke with Jack Siedler who stated that the district can program out own radios and that he will give us the code. Chief states he has the cables and is just waiting to complete the Motorola seminar.

Commissioner Ryan motioned and Commissioner Rubio 2nd to pay for balance of repeater(s) installation; approved.

Assistant Chief Langguth advised the Board that there is an electrical problem with the A/C vehicle. He was advised to bring it back to East Coast for repairs.

CVFC Captain S Ryan questioned whether he can allow non-cdl licensed drivers to drive trucks in a closed course environment. He was told yes as long as it's not on the road. Discussion followed.

Career Lt/FF Report Training – Progress. Maintenance – Progress. Request to purchase SCBA Pack and masks; approved.

Price quotes were obtained for bay overhead doors. Well over the bid threshold. Attorney will draw up bid specs based on specs received by vendors and go out to bid on same.

Price quotes were incomplete for the exterior doors. Motion by Commissioner Poppe, 2nd by Commissioner Rubio to accept lowest bid; approved.

Motion by Commissioner Poppe, 2nd by Commissioner Rubio to go to closed session; approved 2100.

Motion to reopen meeting by Commissioner Poppe, 2nd by Commissioner Ryan. Meeting reopened at 2110hours.

Motion by Commissioner Poppe, 2nd by Commissioner Wickham to adjourn at 2110 hours; approved.

3:11 PM

03/12/15

Accrual Basis

District 2 Board of Fire Commissioners
Approve to Pay
March 2015

Date	Num	Name	Memo	Amount
Mar 15				
3/12/2015		Fleet One LLC	434981	-985.74
3/12/2015		Freehold Cartage Inc.	60066000	-118.90
3/12/2015		Jersey Central Power & Light	100015400045	-1,043.20
3/12/2015		Leaf Capital Funding		-203.00
3/12/2015		NJ Natural Gas	22-0013-5208-06	-1,858.11
3/12/2015		SNJ Div of Pensions		-59,102.00
3/12/2015		Travelers	901X8646	-6,373.72
3/12/2015		Verizon	732928910034807Y	-159.85
3/12/2015	20066	A T & T	0205973458001	-48.04
3/12/2015	20067	Absolute Fire Protection		-1,178.30
3/12/2015	20068	ACE USA	G24784769	-775.92
3/12/2015	20069	AGT Battery Supply LLC	62794	-87.93
3/12/2015	20070	Attention to Detail		-220.00
3/12/2015	20071	Braslow, Richard		-1,992.50
3/12/2015	20072	Cablevision		-149.85
3/12/2015	20073	Clayton Block Co Inc.	104599	-289.96
3/12/2015	20074	County Line Hardware		-899.90
3/12/2015	20075	CVFC		-7,141.80
3/12/2015	20076	D.E. Williams Shields		-487.30
3/12/2015	20077	Ed Brown's Heating & Cooling		-200.00
3/12/2015	20078	Emergency Equipment Sales LLC		-622.46
3/12/2015	20079	Emergency Services Marketing Corp ...		-21.25
3/12/2015	20080	Garden State Fire & Security Alarm ...	3431	-246.15
3/12/2015	20081	GPS Trackit		-125.00
3/12/2015	20082	Greater Media Newspapers		-14.70
3/12/2015	20083	Hanson, Justin		-35.00
3/12/2015	20084	Hunter Peterbilt		-8.98
3/12/2015	20085	Jackson Municipal Utilities Authority		-4,130.00
3/12/2015	20086	Jersey Coast Fire Equipment		-134.85
3/12/2015	20087	Koerner & Koerner PA	Client No. 31110	-466.50
3/12/2015	20088	Mergner, Joseph		-433.53
3/12/2015	20089	Micromedia Publications Inc.		-348.00
3/12/2015	20090	MONOC Education Services		-250.00
3/12/2015	20091	Municipal Emergency Services Inc	47918	-761.64
3/12/2015	20092	National Parts Supply Co	LW3100	-281.85
3/12/2015	20093	POPPE III, JOHN		-35.00
3/12/2015	20094	Poppe, Adam		-35.00
3/12/2015	20095	Poppe, John Jr.		-437.50
3/12/2015	20096	Rubio, Vinny		-437.50
3/12/2015	20097	Ryan, John		-437.50
3/12/2015	20098	Ryan, Marie		-150.00
3/12/2015	20099	Schoen, Sarah		-150.00
3/12/2015	20100	Symons, Jason		-437.50
3/12/2015	20101	Treasurer, State of NJ		-45.00
3/12/2015	20102	Twin Rocks Spring Water		-17.25
3/12/2015	20103	WB Mason		-107.96
3/12/2015	20104	Wickham, Keith		-437.50
3/12/2015	20105	Witmer Public Safety Group/The Fire...		-48.00
3/12/2015	20106	County Line Hardware		-289.84
3/12/2015	20107	D.E. Williams Shields		-90.00
3/15/2015	SNJHB032015	NJSHBP	Health Benefits Monthly Billing	-9,992.97
Mar 15				-104,344.45

MONTHLY BUDGET RECONCILIATION				
3/12/2015 0:00	2015 BUDGET	2015 YTD EXPENSES	2015 BUDGET BALANCES	
OPERATING APPROPRIATIONS				
Salaries/Wages	361,010.00	70,506.00	290,504.00	
Salaries/Wages - OT	20,000.00	1,088.00	18,912.00	
Salaries/Wages - Commissioners	8,750.00	2,188.00	6,562.00	
Fringe Benefits	190,700.00	31,054.00	159,646.00	
Rental Charges (Hydrant)	18,000.00	4,130.00	13,870.00	
Other Rentals	30,000.00	7,500.00	22,500.00	
Insurance Premiums **Incl WC - YTD	115,000.00	20,549.00	94,451.00	
LOSAP	15,000.00		15,000.00	
Utilities & Related Services	40,000.00	9,234.00	30,766.00	
Professional Services	50,000.00	6,353.00	43,647.00	
Other Outside Services			0.00	
Advertising	3,000.00	1,109.00	1,891.00	
Travel Expense	200.00		200.00	
Elections	1,200.00	1,221.00	(21.00)	
Membership/Dues	300.00		300.00	
Training & Education	20,000.00	962.00	19,038.00	
Convention Expense (in-house line item only)				
Uniforms & Personnel Equipment	25,000.00	2,557.00	22,443.00	
Maintenance & Repairs	100,000.00	10,325.00	89,675.00	
Other Operating Materials & Supplies	35,000.00	2,321.00	32,679.00	
Office Supplies/Postage	4,000.00	292.00	3,708.00	
Purchase of Non-Bondable Assets***	27,250.00		27,250.00	
Replacement Equipment	30,250.00	107.00	30,143.00	
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	171,496.00	987,812.00	
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	235,268.00	987,811.00	
CASH BALANCES				
Cash (Regular Checking)	21,716.19	03/12/15		
Cash (Money Market)	721,266.67	03/12/15		
Cash (Payroll Checking)	62,458.93	03/12/15		
Cash (Capital Improvement Account)	239,503.14	03/12/15		
TOTAL CASH BALANCES	1,044,944.93			
3/15 15:16	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

3:23 PM
 03/12/15
 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	3/12/2015	Mergner, Joseph	Chair	106.99
Total 445 - Replacement of Equipment				106.99
Total Purchase of Assets (Not Capital				
424 - Training				
Bill	1/8/2015	Plumsted FMBA Local 89	Poppe III	50.00
Bill	1/8/2015	Treasurer, State of NJ	License/Cert Fire Inspector (Hanson)	45.00
Bill	1/15/2015	Lakewood FMBA Local 80	Training/Chief John Norman Seminar (Poppe, III / Hanson)	130.00
Bill	1/29/2015	HealthQuest Community Education	CPR Cards (22)	110.00
Bill	2/11/2015	HealthQuest Community Education	CPR Cards (6)	30.00
Bill	2/11/2015	MONOC Education Services	Prehospital Trauma Life Support course/J Hanson	250.00
Bill	2/11/2015	Middlesex County Fire Academy	'Nothing But Knots' course - A Quaranta	52.00
Bill	3/4/2015	Treasurer, State of NJ	Renewal/Mergner/Fire Inspector	45.00
Bill	3/12/2015	MONOC Education Services	PTLS Course - R Sulter	250.00
Total 424 - Training				962.00
428 - Clothing/PPE				
Bill	1/15/2015	Witmer Public Safety Group/The Fire Store	Radio Straps	93.80
Bill	1/15/2015	CASSVILLE VOL FIRE CO NO. 1	Reimbursement - Turnout Gear (Boots)	335.00
Bill	1/15/2015	Skylands	Turnout Gear Repair - Hanson	57.00
Bill	2/5/2015	Witmer Public Safety Group/The Fire Store	Safety Vests-Chief & Asst Chief	110.00
Bill	2/11/2015	Municipal Emergency Services Inc	Turnout Gear-Helmets	761.64
Bill	3/12/2015	D.E. Williams Shields	Helmet Shields	487.30
Bill	3/12/2015	D.E. Williams Shields	Helmet Shields	90.00
Bill	3/12/2015	Emergency Equipment Sales LLC	Accountability Boards	622.46
Total 428 - Clothing/PPE				2,557.20
Total A-12 Total costs of Operations				3,626.19
Total Cost of Operations and Maintena				3,626.19
TOTAL				3,626.19