



## Forest Grove Board of Fire Commissioners May 22, 2018 - Meeting Minutes

### **1. Call to Order: 19:00**

#### **1. Members Present**

- X Andrew Bellone Jr. - Chairman**
- X Samuel Scapellato - Co Chairman**
- X Mykola “Nick” Myronowskyj - Secretary**
- X Thomas Bellone Sr. - Treasurer**
- X Joseph Scapellato - Commissioner**

#### Public Present & Others:

Mark Mastro – Fire Company President

### **2. Reading of the minutes of the previous meeting**

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

### **3. Communications**

A notice was received changing the KME rescue truck loss payee to Wells Fargo and the certification of insurance was sent accordingly.

### **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 Joseph Scapellato. Please refer to the attached report.

### **5. Treasurers Report**

It was discovered that building maintenance funds were being used on purchases of materials for the new building. This building was being build under a donation from the Capozzi family, it is believed that there are still funds in that account. IT was determined that the Fire Company was to reimburse the Board of Fire Commissioners a total of \$1,734.66 for the building, and that this reimbursement will be credited to the building maintenance budget. This check was received. A reimbursement check from Dennis Allonardo in the amount of \$35.96. This check was because Dennis accidently used the incorrect credit card when making a purchase.

A motion to accept Treasurers report as read was made by Samuel Scapellato and was seconded by Mykola Myronowskyj.



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### **6. Old Business**

The Board discussed purchasing a new bio-metric door lock to eliminate the need for keys. Mykola Myronowskyj will be looking into this, however this work is currently tabled as the Commissioners will be getting a new office space and Mr. Myronowskyj is working on the new command vehicle.

Joseph Scapellato reached out to vehicles for veterans to donate the old command car. As soon as the new command vehicle contracts are signed, the Board of Fire Commissioners will be donating this vehicle.

### **7. New Business**

The 2018 Command vehicle was on the agenda for the May 9th, 2018 Local Finance Board Meeting at the DCA building in Trenton, NJ. Ed Paul and Mykola Myronowskyj attended to plead our case to the LFB for approval of the purchase. Mr. Myronowskyj and Mr. Paul were able to successfully convince the LFB to give us a favorable decision.

The public notice for the Command vehicle was published in the Courier Post.

A motion to award the contract to HGAC with First Priority being the builder was made and unanimously approved. P.O. #5119 was encumbered in the amount of \$71,874.00. This PO was sent to First Priority so that they could begin the process of ordering the items needed to build the new command vehicle. Mykola Myronowskyj made the motion, Andrew Bellone Jr. seconded the motion, Samuel Scapellato, Thomas Bellone Sr. and Joseph Scapellato voted Aye and the motion passed.

When First Priority is ready for the equipment that the Fire Company is providing to install in the new Command vehicle, Mykola will inventory the hardware and transport it to First Priority.

Mark Allonardo had submitted an application to join the Fire Company. A background check was completed, and the results added to the application paperwork. The Board approved the application and it will be turned over to the Fire Chief for further processing.

The bay door for 43-56 was damaged, this damage was caused when the garage door came down on the top of 43-56. There was no damage to 43-56. The door damage quote came to \$1,706.65. A claim is being made to the insurance company and after the deductible is paid, we should receive an insurance check in the amount of \$1,456.75.



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### 7. New Business continued

During the storms in March there was damage to vehicles 43-52 and 43-55. During the conversation with the insurance adjuster regarding the door damage, the adjuster suggested that we submit insurance claims for the damage that was done. Since the fire company already paid for the repairs, the Board will copy and submit all of the needed paper work to the insurance company to see if there is a claim that can be made.

### 8. Public Comments

**Chief of the Fire Department:** Not present.

**President of the Fire Department:** No comments.

**Others:** None

### 9. Adjournment

A motion to adjourn the meeting was made by Samuel Scapellato and was seconded by Joseph Scapellato. The meeting was adjourned at 19:29.

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



## Forest Grove Board of Fire Commissioners May 22, 2018 - Meeting Minutes

6:22 PM  
05/22/18  
Accrual Basis

### Franklin Township Fire District No 4 Balance Sheet As of April 30, 2018

	Apr 30, 18
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Newfield Na Bk 0505	7,607.81
Newfield Savings 9924	383,734.19
<b>Total Checking/Savings</b>	391,342.00
<b>Total Current Assets</b>	391,342.00
<b>Fixed Assets</b>	
Amnt Provide Retire Gen LTD	35,000.00
Due From Capital Fund	14,500.00
Due From General Operating Fund	38,454.00
<b>Fixed Assets</b>	
Accumulated Deprec	-1,198,294.00
Assets Equipment	802,651.00
Vehicles	1,297,831.00
<b>Total Fixed Assets</b>	902,188.00
<b>Total Fixed Assets</b>	990,142.00
<b>TOTAL ASSETS</b>	<b>1,381,484.00</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	444,098.52
Equity	937,385.48
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,381,484.00</b>



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1:40 PM

06/01/18

Accrual Basis

### Franklin Township Fire District No 4

### Transactions This Month

As of May 31, 2018

Type	Date	Num	Name	Amount
<b>Newfield Na Bk 0505</b>				
Bill Pmt -Check	05/22/2018	11752	Air Power Internatinal Inc	-1,864.00
Bill Pmt -Check	05/22/2018	11753	Comcast (Xfinity)	-6.00
Bill Pmt -Check	05/22/2018	11754	Comcast 569	-205.47
Bill Pmt -Check	05/22/2018	11755	Courier Post	-66.96
Bill Pmt -Check	05/22/2018	11756	Dennis Allonnardo	-818.29
Bill Pmt -Check	05/22/2018	11757	Desert Diamond Industries, LLC	-567.00
Bill Pmt -Check	05/22/2018	11758	Diamond Tool	-379.30
Bill Pmt -Check	05/22/2018	11759	DTA Solutions LLC	-110.00
Bill Pmt -Check	05/22/2018	11760	Fire Apparatus Repair Inc.	-3,562.96
Bill Pmt -Check	05/22/2018	11761	Forest Grove Fire Co	-2,526.79
Bill Pmt -Check	05/22/2018	11762	Glenn Insurance, Inc.	-5,030.00
Bill Pmt -Check	05/22/2018	11763	Major Petroleum Ind.	-737.28
Bill Pmt -Check	05/22/2018	11764	Mes PA	-227.60
Bill Pmt -Check	05/22/2018	11765	Nat Alexander Company, Inc.	-55.00
Bill Pmt -Check	05/22/2018	11766	Pizza Joe's	-127.65
Bill Pmt -Check	05/22/2018	11767	Santander Leasing LLC	-47,807.50
Bill Pmt -Check	05/22/2018	11768	Staples	-375.30
Bill Pmt -Check	05/22/2018	11769	TransUnion	-25.00
Bill Pmt -Check	05/22/2018	11770	Verizon Wireless 197	-70.32
Bill Pmt -Check	05/22/2018	11771	Vineland Ace Hardware	-258.40
Bill Pmt -Check	05/22/2018	11772	Vineland Auto Electric	-474.48
Total Newfield Na Bk 0505				-65,295.30
<b>Newfield Savings 9924</b>				
Total Newfield Savings 9924				-
<b>TOTAL</b>				<b>-65,295.30</b>



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### 2018 Chevrolet Tahoe Command Vehicle

#### Uses and Justification

In our district of 26 square miles, a Command vehicle is a vital piece of apparatus. In addition to mere transportation to the emergency scene, the Command vehicle is the first piece of emergency service apparatus to get on scene and it serves many other functions.

Due to its immediate deployment and arrival at the emergency location, the Chief officer in charge is able to get on scene faster and make the initial size up and call in additional resources as needed. Establishment of a command post and beginning the initial steps to mitigate the situation. The Command vehicle is also set up in a way that if a life safety situation were to be present, the Officer has the needed tools and PPE on hand to make the rescue. This PPE includes the fire gear, the SCBA, TIC, and other various hand tools. This is vitally important, as the other apparatus is being manned and leaving the fire company building, this vehicle is on scene and starting the work at hand.

During a large-scale incident or an incident involving multiple fire departments or agencies, this vehicle is equipped as a full command post with multiple radios for the multitude of other fire companies that we are joined through mutual aid. This interlink of radios allows cross communication between companies, and other emergency or O.E.M. agencies.

The Command vehicle is far much more than that, the Forest Grove Volunteer Fire Company, also uses this vehicle for the following purposes:

We use it to tow our Emergency Response Vehicle (ERV) Polaris 6x6, and to tow our boats for our marine rescue unit.

It is equipped with EMS equipment to quickly and effectively assist EMS on rescue calls.

It is equipped with all needed tools to prepare a helicopter landing zone (LZ).

It is equipped with forceable entry tools so that in the event that quick entry is needed before the rescue truck arrives on scene we are able to perform this function.

It is used for traffic control at emergency scenes.

With the 4-wheel drive, it is used for quick response to weather or natural disaster calls. We also use it as a recon vehicle to check on the community residents, checking for everything from generators during power outages, checking in on residents that have oxygen in their homes and we provide a general sense of well being when our residents see the command vehicle going through the neighborhood. Having the ability to not only clear roadways with the use on the chainsaw on board, but to be able to clear the resident's minds and show that we are in your area and we are here to help.

This is also used as a support vehicle when taking a full-size fire engine is not practical; using it from everything from community relations, fund raising door to doors, making shopping trips for the fire house, assisting our elderly and incapacitated with home deliveries of our BBQ platters, or to bring them to the fire house to support our other fund-raising efforts. Going to meetings with the other fire companies, or to the county meetings as needed.



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### Public Notice

#### NOTICE OF INTENT TO AWARD A CONTRACT UNDER AN ALTERNATE PROCUREMENT METHOD

Pursuant to N.J.S.A. 52:34-6.2(b)(3), notice is hereby given that the Board of Fire Commissioners, District 4, Township of Franklin, County of Gloucester, State of New Jersey intends to award a contract through participation in the Houston-Galveston Area Council cooperative, known as HGACBuy, for the purchase of one (1) 2018 Chevrolet Tahoe 4WD 4Dr command vehicle.

Information regarding the contract may be found at the Office of Board of Fire Commissioners, District 4, Township of Franklin, County of Gloucester, located at 1635 Forest Grove Road, Vineland, New Jersey, 08360 by appointment or during the regular meeting of the Board, held at 7 PM on the 4<sup>th</sup> Tuesday of each month.

Information on the Houston Galveston Area Council cooperative, known as HGACBuy, can be found at its website at [www.hgacbuy.org/program](http://www.hgacbuy.org/program).

The Board of Fire Commissioners, District 4, Township of Franklin, County of Gloucester is a member of the Houston Galveston Area Council Cooperative, known as HGACBuy. The Houston-Galveston Area Council contract is effective through the end of fiscal year 2018.

It is the intent of the Board of Fire Commissioners, District 4, Township of Franklin, County of Gloucester to award the contract to First Priority Emergency Vehicles, 2444 Ridgeway Blvd., Bldg. 500, Manchester, NJ 08759 per the proposal submitted in response to the Houston-Galveston Area Council Cooperation.

The Board of Fire Commissioners, District 4, Township of Franklin, County of Gloucester is permitted to utilize a national cooperative purchasing agreement under the authority of N.J.S.A. 52:34-6.2(b)(3).

The comment period ends on May 29, 2018.

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Mykola Myronowskyj

Secretary of the Board