



## **Forest Grove Board of Fire Commissioners January 28, 2025 - Meeting Minutes**

**This meeting of the Board of Fire Commissioners, District 4, Township of Franklin, Gloucester County NJ was called to order on January 28<sup>th</sup>, 2025 @ 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.**

**Point of Order – The public review of the 2025 budget is taking place tonight.**

### **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 and seconded by Samuel Scapellato. No changes to be made.

### **3. Treasurers Report & Bills against the Commission**

Joseph Scapellato reported:

Petty cash balance \$300.00. This is a new balance for 2025.

Glenn Insurance reported to the Board that they had not received our last payment. After many discussions with our account representative Jeff Dunn, it has been determined that the Post Office must be losing the checks. This has happened many times before, and Jeff reported that checks from other clients sent to them have also been lost. From now on, all payments to Glenn Insurance will be hand delivered or picked up to avoid further loss and ensure that the payments are safely received.

The 2018 Chevrolet Tahoe Command vehicle's last payment was made.

A motion to pay all bills and to accept the Treasurers report was made by Andrew Bellone and seconded by Mykola Myronowskyj.



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### 4. Old Business

Mykola Myronowskyj reported on the following:

The Board did receive notification that the truck chassis is being built, delivery is still expected in the fall of 2025.

The adopted budget for 2025 was sent to the DCA for review.

The ballots for the 2025 Fire District elections were picked up from the printers. The invoice will be paid at tonight's meeting.

### 5. New Business

Applications for new members were received. John Butschky and Joseph Sumpter's applications were approved by the Board and will be given to the Chief and President for further processing.

There was an incident with the ERV trailer and 43-57. While loading the ERV back onto the trailer, the safety coupling that was not properly latched popped off of the trailer hitch and hit the tailgate of the utility truck 43-57. There were no injuries, the matter was reported and investigated immediately pursuant to SOP. A written report was filed with the Chief and with the Commission. The damage was superficial to the truck and the tailgate has been replaced.

The auditor sent the Board a form to confirm the bank balance's. The form was completed by the bank and has been sent to the auditor.

The 2024 audit is beginning. The auditor has sent a list of files. These files will be put together and as soon as all the needed files have been received, Mr. Myronowskyj will hand deliver them.

The 2025 Fire District election ballots have been hand delivered to the Gloucester County Board of Elections, a quantity of 500 ballots were delivered for use as mail in ballots.

The Board received the VFIS quote for our 2025 auto policies. The insurance cost for 2025 will be \$37,568.00.

The Workers Compensation audit is in progress. The files will be sent to the auditor via their portal. Mr. Myronowskyj will compile the files and submit them as soon as possible.

The Board will be looking into creating a login for Newfield bank to electronically download the monthly statements. As noted previously, the Post Office continually loses mail, including our statements. The bank login will be a read only account and only used to download statements. This will eliminate the need for Mr. Scapellato to have to go to the bank to get statement copies.



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### **5. New Business continued**

Mr. Scapellato and Mr. Myronowskyj have filed their election registrations. Copies are on file.

Crossroads Trailer sales reported that their payment for the new enclosed trailer had not been received. After verifying that the check had not been received, check number 13628 under PO 7084 amount of \$6843.00 was cut and Mr. Myronowskyj will hand deliver it to Crossroads.

Joe Scapellato placed a motion on the floor to increase the monthly payment for DTA Solutions to \$175.00. The motion was seconded by Thomas Bellone. The motion was voted and passed.

**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 Andrew Bellone and seconded by Tom Bellone.

The meeting was adjourned at 19:23 hours.

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



## Forest Grove Board of Fire Commissioners January 28, 2025 - Meeting Minutes

5:50 PM  
01/28/25  
Accrual Basis

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

	Dec 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Newfield Na Bk 0505	152,252.43
Newfield Savings 9924	699,586.14
<b>Total Checking/Savings</b>	<u>851,838.57</u>
<b>Total Current Assets</b>	<u>851,838.57</u>
<b>TOTAL ASSETS</b>	<u><b>851,838.57</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	7,101.00
<b>Total Accounts Payable</b>	<u>7,101.00</u>
<b>Other Current Liabilities</b>	
Restricted Fund Future Cap	378,748.54
<b>Total Other Current Liabilities</b>	<u>378,748.54</u>
<b>Total Current Liabilities</b>	<u>385,849.54</u>
<b>Long Term Liabilities</b>	
Future Capital	12,000.00
Truck Loan	-95,223.90
<b>Total Long Term Liabilities</b>	<u>-83,223.90</u>
<b>Total Liabilities</b>	<u>302,625.64</u>
<b>Equity</b>	
Opening Bal Equity	44,604.16
Retained Earnings	531,505.38
Net Income	-26,896.61
<b>Total Equity</b>	<u>549,212.93</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>851,838.57</b></u>



## Forest Grove Board of Fire Commissioners January 28, 2025 - Meeting Minutes

5:49 PM  
01/28/25  
Accrual Basis

### Franklin Township Fire District No 4 Transactions This Month As of January 31, 2025

Type	Date	Num	Name	Amount
<b>Newfield Na Bk 0505</b>				
Bill Pmt -Check	01/03/2025	13624	Glenn Insurance, Inc.	-7,101.00
Bill Pmt -Check	01/28/2025	13625	Bolster Hardware	-239.82
Bill Pmt -Check	01/28/2025	13626	Comcast (Xfinity)	-34.03
Bill Pmt -Check	01/28/2025	13627	Comcast 569	-224.60
Bill Pmt -Check	01/28/2025	13628	Crossroads Sales Inc.	-6,843.00
Bill Pmt -Check	01/28/2025	13629	Deer Park Fire CO	-369.00
Bill Pmt -Check	01/28/2025	13630	Dennis Allonnardo	-178.15
Bill Pmt -Check	01/28/2025	13631	Dival Safety Equipment, Inc.	-30.00
Bill Pmt -Check	01/28/2025	13632	Douglas Perry	-106.63
Bill Pmt -Check	01/28/2025	13633	DTA Solutions LLC	-150.00
Bill Pmt -Check	01/28/2025	13634	Forest Grove Fire Co	-3,810.10
Bill Pmt -Check	01/28/2025	13635	Gannett NY-NJ LocalIQ	-50.64
Bill Pmt -Check	01/28/2025	13636	Gen-el Safety & Industrial Prod...	-279.30
Bill Pmt -Check	01/28/2025	13637	Gill Energy	-453.06
Bill Pmt -Check	01/28/2025	13638	Graphic Techniques	-195.00
Bill Pmt -Check	01/28/2025	13639	Joseph S Scapellato	-300.00
Bill Pmt -Check	01/28/2025	13640	M.A.S.E. Concepts	-696.50
Bill Pmt -Check	01/28/2025	13641	Mes PA	-252.00
Bill Pmt -Check	01/28/2025	13642	MRA Mobile Truck & Trailer Re...	-1,364.22
Bill Pmt -Check	01/28/2025	13643	My-Lor Inc	-58.45
Bill Pmt -Check	01/28/2025	13644	Mykola Myronowskyj	-99.35
Bill Pmt -Check	01/28/2025	13645	Paramount Design Works	-306.18
Bill Pmt -Check	01/28/2025	13646	Patrick Spring	-300.00
Bill Pmt -Check	01/28/2025	13647	Public Saftey Outfitters	-144.99
Bill Pmt -Check	01/28/2025	13648	Riggins	-218.26
Bill Pmt -Check	01/28/2025	13649	Safety & Survial Training LLC	-6,600.00
Bill Pmt -Check	01/28/2025	13650	Santander Leasing LLC	-12,221.97
Bill Pmt -Check	01/28/2025	13651	Verizon Wireless 197	-217.16
Bill Pmt -Check	01/28/2025	13652	Vineland Auto Electric	-856.83
Bill Pmt -Check	01/28/2025	13653	W.B. Mason Co. Inc.	-359.65
Bill Pmt -Check	01/28/2025	13654	Wheat Road Coldcuts	-115.42
Total Newfield Na Bk 0505				-44,175.31
<b>Newfield Savings 9924</b>				
Total Newfield Savings 9924				
<b>TOTAL</b>				<b>-44,175.31</b>