

BOARD OF FIRE COMMISSIONERS
Tinton Falls Fire District #1
2 Volunteer Way
Tinton Falls, NJ 07753

Minutes of Regular Meeting of January 21, 2016

The meeting of the Board of Fire Commissioners was called to order by President Donohue at 7:30PM.

Board Attorney Richard Braslow advised the Board that all requirements of the Open Public Meeting Laws have been met.

Roll call: Donohue-present; Hawkins-absent; Bowles-present; Calvo-present; and Richard Braslow, Esq.-present.

Budget Hearing

Commissioner Bowles reported that the NJ State DCA has signed off on the 2016 Tinton Falls Fire District Budget.

Commissioner Donohue requested a motion to open the 2016 Budget Hearing to public comment. Commissioner Calvo seconded.

Borough Resident Cary Costa requested an explanation on the FF/EMT line items, specifically how the amount of \$200,000 was set and if any due diligence was done by the district for what it takes to actually bring on paid firefighting/emt staff. President Donohue replied this was merely a procedural movement to put the funding in the budget, details are still being worked out and the district understands there is a lot more work to do.

No other comments were received from the public. A motion to close the public comment was made by Commissioner Bowles and seconded by Commissioner Calvo

A motion was made to adopt the budget by Commissioner Bowles and seconded by Commissioner Calvo

Minutes of the December 17th, 2015 Regular and Workshop meeting were reviewed. Motion made to approve minutes made by Commissioner Donohue, second by commissioner Calvo, Commissioner Bowles abstained.

Minutes of the December 30th, 2015 Special Meeting were reviewed. Motion made to approve minutes made by Commissioner Bowles and second by Commissioner Calvo

Resolutions

- E&K Insurance for Workers Comp and NJ Casualty Insurance. Motion by Commissioner Bowles, second by Commissioner Calvo

Treasurers Report

See attached

Chief's Report

Wayside Chief

- See attached Chief's Report
- New member has filled out an application, this member lives in Tinton Falls and works in north jersey as a Police Officer. He will require FF1.
- BBP will be performed this month and Fit Test will be performed in March.
- Chief Boub presented the board with a fit test form submitted by a Wayside member which was completed at his job. Commissioner Donohue and Calvo stated that would not be acceptable unless the member used the same exact mask used in Wayside. It was determined the member used his mask from his job and not the wayside mask so the fit test form was not accepted.

Pinebrook Chief

- See attached Chief's Report

Communications

- Request from the Borough of Tinton Falls was made to use the Wayside Fire House as a polling location for the June 7th Primary Elections and the November 8th Elections. Request was approved by all Commissioners with no comment.

Old Business

- No old business was discussed

New Business

- Commissioner Calvo brought up requiring the Chief's of Pinebrook and Wayside utilizing a District provided email address for any communications regarding Fire Company/District business. District Attorney Braslow fully supported this idea, stating it was smart due to OPRA requests and legal requirements. Both Fire Chief's supported the idea and Commissioner Calvo stated he would create the addresses by the next district meeting

Motion to adjourn the Regular Meeting was made by Commissioner Calvo and second by Commissioner Bowles. Meeting was adjourned at 8:03 PM

Minutes taken and recorded by Andrew Calvo, Assistant Secretary

TINTON FALLS FIRE DISTRICT #1



Treasurer's Report

January 21, 2016

Tinton Falls Fire District No. 1

Board of Fire Commissioner's

Bill List

Continental Fire & Safety	Pine Brook/Wayside Misc. Equipment	12,389.40
E & K Insurance	District Bonds Renewal	2,499.00
NJAWCO	Hydrants	14,432.00
Fire & Safety Services	PM Services #290 and #377	5,748.92
First Priority Emergency	New Fire Chiefs Car Command Cabinets	5,250.00

Total Bill List \$48,334.52

Balance in Checking Account \$646,430.00

Balance in Money Market Account \$629,112.71

Received from the Borough of Tinton Falls 4th Quarter Tax Levy for 2015 Year \$330,651.87 and was deposited in Regular Checking Account on January 6, 2016

Motion to Approve all Bills. .

Have not received our 50% Re-imbursement for Radio Equipment as per our Agreement of \$3316.75 as yet ..

From: Michael Bart <mbart520@hotmail.com>

To: carlb413 <carlb413@aol.com>

Subject: Tinton Falls budget 2016

Date: Thu, Jan 21, 2016 1:32 pm

Attachments: Tinton Falls 1 resol. affid..pdf (88K)

Carl,

Just heard from Trenton, you guys are good to go.

Have the Secretary sign both pages, and call me tomorrow.

Thanks,

Mike Bart

BOARD OF FIRE COMMISSIONERS

Tinton Falls Fire District #1

2 volunteer Way

Tinton Falls, NJ 07753

Special Meeting December 30, 2015

The meeting of the Board of Fire Commissioners was called to order by President Donohue at 7:00PM.

President Donohue advised the Board that all requirements of the Open Public Meeting Laws have been met.

Roll call: Donohue-present; Hawkins-present; Bowles-present; Calvo-present; Chervinsky-present; and Richard Braslow, Esq.-absent.

This is a special meeting to vote on the treasury report, held over from the December 17, 2015 meeting.

Treasury Report

- Total bill list is \$60,739.02
- Checking account balance is \$375,297.61
- Money Market Account Balance is \$629,032.57
- Awaiting reimbursement from District #2 for their 50% share (\$3316.75), pursuant to agreement

special

Motion to adjourn ~~regular~~ meeting made at 7:02 by Commissioner Chervinsky, second by Commissioner Calvo.

**BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1
BOROUGH OF TINTON FALLS**

2016 APPROVED BUDGET

OPERATING APPROPRIATIONS

Firefighters and EMT	\$ 200,000.00
Total Paid Positions	20,000.00
Employee Benefits	25,000.00
Elections	1,300.00
Professional Fees	36,570.00
Office Expense	4,700.00
Rental Charges	51,000.00
Miscellaneous	575.00
Advertising	1,250.00
Insurance	55,000.00
Maintenance & Repairs	100,000.00
Membership Dues	1,040.00
Materials & Supplies	28,000.00
Training & Education	16,300.00
Utilities	34,150.00
SFSG Expenses	2,430.00
Hydrant Rentals	200,000.00
Promotion	1,560.00
Purchase of Nonbondable Assets	60,000.00
Contingent	10,000.00
LOSAP	50,000.00
Internet	2,400.00
TOTAL OPERATING APPROPRIATIONS	901,275.00

CAPITAL APPROPRIATIONS

Capital Outlays	166,520.00
Debt Service	249,803.00

TOTAL CAPITAL APPROPRIATIONS 416,323.00

TOTAL BUDGET APPROPRIATIONS \$ 1,317,598.00

REVENUES

Fund Balance Utilized	\$ 213,674.00
Basic Entitlement Grant	2430
Interest on Investments and Deposits	1,000.00
Amount to Be Raised By Taxation	1,100,494.00

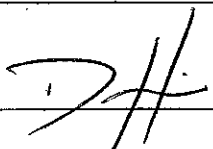
TOTAL REVENUES \$ 1,317,598.00

REPORTING MONTH:	January 2016 for Dec. 2015
CALLS FOR PREVIOUS MONTH:	28
NFIRS SUBMITTED TO NJ DFS (Y/N):	N
MAJOR EVENTS TO REPORT: *Injuries *Member's Status	n/a

APPARATUS	STATUS	MILEAGE	HOURS	OTHER
36-3-66	In Service			
36-3-67	Out of Service	—		
36-3-76	Out of Service	—		
36-3-77	In Service	14708		
36-3-88	In Service	173603		
36-3-90	In Service	8805		
36-3-93	In Service	10754		

NEW MEMBERS/ROSTER CHANGES:	n/a
TRAINING FROM PREVIOUS MONTH: **Please Note Instructor's Name**	n/a

3-67 - light bar + sirens - Pine Brook
 3-76 - accelerator - Absolute

Submitted by: 1/20/16 

Report Must Be Submitted By Each Company Monthly at the Fire District Meeting

Use an additional sheet of paper if additional information is needed.

REPORTING MONTH:	December 2015
CALLS FOR PREVIOUS MONTH:	44
NFIRS SUBMITTED TO NJ DFS (Y/N):	
MAJOR EVENTS TO REPORT: *Injuries *Member's Status	532 calls 2015

APPARATUS	STATUS	MILEAGE	HOURS	OTHER
36-2-66	IN SERVICE			
36-2-67	IN SERVICE			
36-2-75	IN SERVICE	32764	2379	—
36-2-85	IN SERVICE	4749	—	—
36-2-88	IN SERVICE	75977	—	—
36-2-90	IN SERVICE	20183	1747	—

NEW MEMBERS/ROSTER CHANGES:	Joseph Keszela
TRAINING FROM PREVIOUS MONTH: **Please Note Instructor's Name**	NA

Submitted by: 

Report Must Be Submitted By Each Company Monthly at the Fire District Meeting
Use an additional sheet of paper if additional information is needed.

Range of Checking Accts: OPERATING to OPERATING Range of Check Ids: 7923 to 7946
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
7923	01/20/16	ARCOM001 A.R. Communications					278
15-00347	1	Rewire light bar/siren #367	259.00	01-07-261-002 Maint. & Repairs - Pinebrook	Expenditure		19 1
7924	01/20/16	BBCPA001 BART & BART CPA					278
16-00001	1	Professional Services/CPA	875.00	01-05-201-000 Accounting	Expenditure		28 1
7925	01/20/16	BOROU001 Borough Of Tinton Falls					278
15-00354	1	Fuel Usage	901.87	01-07-281-001 Fuel - Wayside	Expenditure		26 1
15-00355	1	Fuel Usage	371.20	01-07-281-002 Fuel - Pinebrook	Expenditure		27 1
			<u>1,273.07</u>				
7926	01/20/16	COAST001 The New Coaster					278
16-00011	1	Legal Notices	26.70	01-05-223-000 Legal Notices	Expenditure		43 1
7927	01/20/16	COMCA001 Comcast					278
15-00348	1	cable/internet	198.65	01-07-288-000 Cable-Internet	Expenditure		20 1
7928	01/20/16	CONTI001 Continental Fire & Safety Inc.					278
15-00297	1	22-796012 12" strut ext	307.90	01-07-291-001 Nonbond Assets - Wayside	Expenditure		3 1
15-00297	2	22-796024 24" strut ext.	391.40	01-07-291-001 Nonbond Assets - Wayside	Expenditure		4 1
15-00297	3	22-796025 Multi-Base	725.80	01-07-291-001 Nonbond Assets - Wayside	Expenditure		5 1
15-00297	4	22-796036 strut ext.	478.80	01-07-291-001 Nonbond Assets - Wayside	Expenditure		6 1
15-00297	5	22-796180C hinged base plate	893.00	01-07-291-001 Nonbond Assets - Wayside	Expenditure		7 1
15-00297	6	22-796202 acme thread strut	2,781.60	01-07-291-001 Nonbond Assets - Wayside	Expenditure		8 1
15-00297	7	22-796270 contour base	668.80	01-07-291-001 Nonbond Assets - Wayside	Expenditure		9 1
15-00297	8	22-890015 nonslip neoprene pad	551.00	01-07-291-001 Nonbond Assets - Wayside	Expenditure		10 1
15-00297	9	22-890466 neoprene sheet	197.60	01-07-291-001 Nonbond Assets - Wayside	Expenditure		11 1
15-00297	10	22-890490 inline relief valve	1,434.50	01-07-291-001 Nonbond Assets - Wayside	Expenditure		12 1
15-00300	1	SuperPass2 Motion Alarms#SP2MA	3,585.00	01-07-291-002 Nonbond Assets - Pinebrook	Expenditure		13 1
15-00300	2	Storz L/H swivel female adpt5"	314.00	01-07-291-002 Nonbond Assets - Pinebrook	Expenditure		14 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
7928		Continental Fire & Safety Inc. Continued							
15-00300	3	Shipping cost	60.00	01-07-291-002	Expenditure		15	1	
			<u>12,389.40</u>	Nonbond Assets - Pinebrook					
7929	01/20/16	COOPE001 Cooper Electric Supply Co							278
16-00004	1	Emergency Generator Call 36-2	281.00	01-07-261-004	Expenditure		31	1	
				Maint. & Repairs - Building					
7930	01/20/16	DAVSPA David Spaulding							278
16-00003	1	Professional Services - QPA	180.00	01-05-203-000	Expenditure		30	1	
				Legal					
7931	01/20/16	DELUX01 Deluxe for Business							278
16-00015	1	SSLB500-1 dix hslc 8.5x11	328.99	01-05-204-000	Expenditure		47	1	
				Office Supplies					
16-00015	2	4445 Ezshield Plus	33.24	01-05-204-000	Expenditure		48	1	
				Office Supplies					
16-00015	3	Shipping Cost	21.00	01-05-204-000	Expenditure		49	1	
			<u>383.23</u>	Office Supplies					
7932	01/20/16	EKINS001 E & K Insurance							278
16-00007	1	District #1 Bond Renewal	1,017.00	01-07-255-000	Expenditure		33	1	
				Insurance					
16-00007	2	Pine Brook Fire Co/ Bond 2016	741.00	01-07-255-000	Expenditure		34	1	
				Insurance					
16-00007	3	Wayside Fire Co Bond 2016	741.00	01-07-255-000	Expenditure		35	1	
			<u>2,499.00</u>	Insurance					
7933	01/20/16	FCAUT001 F & C AUTOMOTIVE SUPPLY INC.							278
16-00006	1	Batteries #267	179.98	01-07-261-001	Expenditure		32	1	
				Maint. & Repairs - Wayside					
7934	01/20/16	FIRES001 Fire & Safety Services							278
15-00346	1	Complete Service(PM) #36-2-90	1,885.00	01-07-261-002	Expenditure		18	1	
				Maint. & Repairs - Pinebrook					
15-00349	1	Complete PM Service #377	3,863.92	01-07-261-002	Expenditure		21	1	
			<u>5,748.92</u>	Maint. & Repairs - Pinebrook					
7935	01/20/16	FIRPR001 First Priority Emergency Vehic							278
15-00112	1	Custom Command Cabinets	2,625.00	01-07-291-001	Expenditure		1	1	
				Nonbond Assets - Wayside					
15-00112	2	Custom Command Cabinets	2,625.00	01-07-291-002	Expenditure		2	1	
			<u>5,250.00</u>	Nonbond Assets - Pinebrook					
7936	01/20/16	GRAINGE Grainger							278
16-00008	1	Emergency lock box (Gymn)	66.30	01-07-261-004	Expenditure		36	1	
				Maint. & Repairs - Building					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
7937	01/20/16	HOMED001 HOME DEPOT CREDIT SERVICES					278		
16-00009	1	key safe push button	32.07	01-07-261-004	Expenditure		37		1
				Maint. & Repairs - Building					
16-00009	2	120/277v light ballast	26.97	01-07-261-004	Expenditure		38		1
				Maint. & Repairs - Building					
16-00009	3	9IN8TPI ballast	14.97	01-07-261-004	Expenditure		39		1
				Maint. & Repairs - Building					
16-00009	4	mil 4"X5TPI hackzall blade#285	12.97	01-07-265-001	Expenditure		40		1
				Mater. & Supplies - Wayside					
16-00009	5	misc tax	3.84	01-07-261-004	Expenditure		41		1
				Maint. & Repairs - Building					
			<u>90.82</u>						
7938	01/20/16	MINER001 MINERVA CLEANERS					278		
15-00301	1	#106206004 Bunker Coat Repair	237.00	01-07-291-001	Expenditure		16		1
				Nonbond Assets - Wayside					
15-00301	2	#106206067 Buner Pants Repair	434.25	01-07-291-001	Expenditure		17		1
				Nonbond Assets - Wayside					
			<u>671.25</u>						
7939	01/20/16	MONOC001 MONOC					278		
16-00010	1	EMT Init 7 wks w/E only Hybrid	1,363.00	01-07-275-001	Expenditure		42		1
				Training - Wayside					
7940	01/20/16	NJAME001 NJ American Water Co.					278		
15-00350	1	Hydrants	14,432.00	01-07-287-000	Expenditure		22		1
				Fire Hydrants					
7941	01/20/16	NJR00001 NJ Natural Gas Co.					278		
15-00351	1	36-3 Generator	27.61	01-07-283-000	Expenditure		23		1
				Gas					
15-00353	1	Gas/ Bldg.	265.05	01-07-283-000	Expenditure		25		1
				Gas					
			<u>292.66</u>						
7942	01/20/16	PEBSF001 PEB'S FLOORS, LLC					278		
16-00012	1	Cleaning Service	300.00	01-07-261-004	Expenditure		44		1
				Maint. & Repairs - Building					
7943	01/20/16	RICHA001 Richard M Braslow					278		
16-00002	1	Professional Services Rendered	1,250.00	01-05-203-000	Expenditure		29		1
				Legal					
7944	01/20/16	SCOLE001 Scoles Floorshine Ind.					278		
16-00013	1	Black Trash Bags	126.00	01-07-261-004	Expenditure		45		1
				Maint. & Repairs - Building					
7945	01/20/16	VERIZ002 VERIZON WIRELESS					278		
15-00352	1	cable/internet	152.04	01-07-288-000	Expenditure		24		1
				Cable-Internet					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
7946	01/20/16	WESTE001 Western Pest Services					278
16-00014	1	Pest Services	46.50	01-07-261-004 Maint. & Repairs - Building	Expenditure		46 1

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	24	0	48,334.52	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>24</u>	<u>0</u>	<u>48,334.52</u>	<u>0.00</u>

Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND APPROPRIATIONS	5-01	20,195.65	0.00	0.00	20,195.65
GENERAL FUND APPROPRIATIONS	6-01	28,138.87	0.00	0.00	28,138.87
Total of All Funds:		<u>48,334.52</u>	<u>0.00</u>	<u>0.00</u>	<u>48,334.52</u>

Batch Id: CB Batch Type: C Batch Date: 01/21/16 Checking Account: OPERATING G/L Credit: Expenditure G/L Credit
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
16-00019	01/21/16	1 FOXL001 Fox Ledge Spring Water Bottle water	62.09	290 Norwood Avenue 01-07-265-001 Mater. & Supplies - Wayside	Expenditure	Aprv	4	1
			<u>62.09</u>					
16-00016	01/21/16	1 GPUEN001 JCP&L Electricity	863.84	PO Box 3687 01-07-284-000 Electricity	Expenditure	Aprv	1	1
			<u>863.84</u>					
16-00017	01/21/16	1 NJAME001 NJ American Water Co. Fire Hydrants	14,236.50	PO Box 371331 01-07-287-000 Fire Hydrants	Expenditure	Aprv	2	1
			<u>14,236.50</u>					
16-00018	01/21/16	1 STAPL001 Staples Credit Plan Office Supplies	16.25	Dept. 51-7820772480 01-05-204-000 Office Supplies	Expenditure	Aprv	3	1
			<u>16.25</u>					

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Checks:	4	4	15,178.68

There are NO errors or warnings in this listing.

Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND APPROPRIATIONS	6-01	15,178.68	0.00	0.00	15,178.68
Total of All Funds:		<u>15,178.68</u>	<u>0.00</u>	<u>0.00</u>	<u>15,178.68</u>

Totals by Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND APPROPRIATIONS	01	15,178.68	0.00	0.00	15,178.68
Total of All Funds:		<u>15,178.68</u>	<u>0.00</u>	<u>0.00</u>	<u>15,178.68</u>

G/L Posting Summary

Account	Description	Debits	Credits
01-101-01-001-001	Checking-Operating	0.00	15,178.68
01-204-55-000-000	Accounts Payable	<u>15,178.68</u>	<u>0.00</u>
Grand Total:		15,178.68	15,178.68