

**Jackson Township Fire District No. 3**

**Board of Fire Commissioners**

**Jackson Township, New Jersey**

**Minutes of Meeting Held**

**January 20<sup>th</sup>, 2013**

The regular meeting of the Board of Fire Commissioners, District #3, was called to order at 7:33pm by Commissioner C. Jordan on January 20<sup>th</sup>, 2014.

**PRESENT**-Commissioners: Cliff Jordan, Michael Fatovic, John Walter, Robert Baylis, and District Attorney.

**ABSENT**-Former Deceased Commissioner Ben Pasqua

This meeting was duly advertised in accordance with the open business-meeting act of the State of New Jersey.

**VOLUNTEER COMPANY REPORT**-See attached report. FF application McGuire and Tremer III approved. Support member application Mike Kelly approved.

**SECRETARIES REPORT**-Commissioner C Jordan motioned to accept December Minutes, 2nd by Commissioner Walter, Vote: All Commissioners Aye.

**TREASURER'S REPORT**-Financial Reports were left on the conference table for the public and board. Treasurer's report was read by Commissioner Fatovic Commissioner C. Jordan motioned to accept Treasurer's report, Commissioner Walter 2nd. Vote: All Aye.

**ATTORNEY REPORT**-Board Attorney Youssouf opened the budget hearing at 7:47pm. He read the specifics to the DCA approved 2014 budget and opened the floor. A few questions from the public were addressed. The hearing was closed at 8:07pm. The Board Attorney read the 2013 budget resolution. A roll call was made to adopt the 2013 Budget . All Aye. Withum, Smith and Brown the Board's Auditor submitted a Corrective Action Plan for the year ended December 31, 2011. Commissioner Walter motioned to accept the Corrective Action Plan, 2nd by Commissioner Fatovic. Vote: All Aye.

**FIRE BUREAU REPORT**-See attached 2012 Annual Report

**CHIEF'S** – See attached report.

**SUPERVISORY REPORT**-Requisition per agenda were approved.

**OLD BUSINESS**- None to report

**NEW BUSINESS**- KC computer contract was submitted and will be addressed at the reorganization meeting. Sonrise and ITC Telecom phone quote were tabled.

**OPEN TO THE PUBLIC**-No public questions.

**JOINT BOARD UPDATES**- Nothing to report

**PUBLIC**-None

Motion to adjourn the meeting at approximately 9:23pm by Commissioner C Jordan, 2<sup>nd</sup> by Commissioner Fatovic. Vote: All Aye.

# AGENDA

Pursuant to the Open Public Meetings Act of the State of New Jersey, this meeting was duly advertised in the Asbury Park Press and is called to order at 730p.m. on January 20, 2013.

1. Attendance
2. Volunteer Company Report-see attached report
3. Secretary's report
4. Treasurer's Report
5. Attorney's Report
6. Fire Official Report-see attached report
7. Chief's Report –see attached report
8. Supervisory Commissioner Report
  - Approved Requisitions:
    - A: Health Consultants- Calibration of GT42 Meter
    - B: ICON Safety- ToxiREA Pro Cyanide detector
    - C: Continental Fire & Safety – 3” hose
    - D: Office Depot- office supplies
    - E: Safe-T- hoods
    - F: STS-5510 brakes
    - G: Less Stress- EMT CEU's Courses
    - H: Fire Fighters Equipment-SCBA packs for 5510
    - I: Gear Grid Lockers
    - J: Lowes- Spreader for winter salt spreading
9. Old Business-
10. New Business-
  - A: KC Computer contract
  - B: Corrective Action Plan
  - C: Sonrise – printer app
  - D: ITC Telecom- phone quote
  - E: E Disptach
  - F: HURST Tool Requisition for 5501
11. Joint Board Activities

12. Open to Public

13. Executive Session

14. Adjournment

# MONTHLY REPORT - January 21, 2013

## MONTHLY REPORT

January 21, 2013

### TD BANK (GENERAL)

Ending Balance - 11/30/12	\$10,961.10
Interest May thru December	\$1.85
Quickbooks	-\$249.00
Ending Balance - 11/30/12	\$10,713.95

### TD BANK (PAYROLL)

Ending Balance - 11/30/12	\$8,525.01
Interest May thru December	\$1.44
Ending Balance - 11/30/12	\$8,526.45

### TD BANK (BUREAU OF FIRE SAFETY)

Ending Balance - 11/30/12	\$17,647.97
Interest May thru December	\$1.49
Ending Balance - 11/30/12	\$17,649.46

### Fulton Bank (GENERAL)

Ending Balance 12/18/12	-\$3,159.72
Total Checks and disbursements for January	-\$79,618.07
Total Deposits:	\$85,561.87
Ending Balance 1/22/13	\$2,784.08

### Fulton Bank (PAYROLL)

Ending Balance 12/18/12	-\$1,024.13
Total Checks and disbursements for January	-\$157,936.86
Total transfers for January	\$169,669.42
Ending Balance 1/22/13	\$10,708.43

### Fulton Bank (Bureau of Fire Safety)

Ending Balance 12/18/12	\$163,708.22
Total Checks and disbursements for January	-\$7,361.78
Total Deposits for January	\$16,741.38
Ending Balance 12/18/12	\$173,087.82

**TOTAL OF ALL CHECKING  
ACCOUNTS:**

**\$223,470.19**

# MONTHLY REPORT - January 21, 2013

## CD'S AND SAVINGS:

<p><b><u>NJ Cash Management</u></b>                      Acct#171-000083070                      Interest for December                      New Balance 12/31/2012</p>	<p>cash management fund</p> <p>\$59,261.29                      \$4.55                      \$59,265.84</p>
<p><b><u>Sovereign Bankcard</u></b>                      Acct #9551004973                      New Balance 12/31/12</p>	<p>charge card account</p> <p>\$19.44</p>
<p><b><u>Shore Community Bank - Freedom 9 month CD</u></b>                      Account #70131                      Interest for December                      New Balance 12/31/2012</p>	<p>\$172,709.76                      49.55                      \$172,759.31</p>
<p><b><u>Shore Community Bank - Holding checking for Freedom CD</u></b>                      Account #0500000534                      New Balance 12/31/2012</p>	<p>\$208.51</p>
<p><b><u>Shore Community Bank - Money Market</u></b>                      Account #570000026                      Interest for December                      New Balance 12/31/2012</p>	<p>Money market account</p> <p>\$201,176.44                      \$8.17                      \$201,184.61</p>
<p><b><u>Fulton Bank - Money Market</u></b>                      Ending Balance 12/18/2012                      Transfers to payroll, bank card and general account for Dec                      deposits                      Ending Balance 12/17/2012                      Account #1100707655</p>	<p>Money market account</p> <p>931,025.23                      -\$247,622.89                      \$45,298.31                      \$728,700.65</p>
<p><b><u>Fulton Bank - Bank Card</u></b>                      Ending Balance 12/17/2012                      Amazon - Various Purchases                      Home Depot</p>	<p>Bank Card Account</p> <p>\$6,227.74                      -\$278.40                      -\$4,621.42</p>
<p>Ending Balance 12/17/2012                      Account #1100722186</p>	<p>\$1,327.92</p>
<p><b>TOTAL OF ALL CD'S &amp; SAVINGS</b></p>	<p><b>\$1,163,466.28</b></p>

Jackson Twp Board of Fire Commissioners Dist. #3

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Register: 101.21 · The Bank - General Fund

From 12/19/2012 through 01/22/2013

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
01/01/2013	auto	Byrnes, Kenneth	2000 · Accounts Payable		1,664.63			-4,824.35
01/09/2013			101.23 · The Bank - M...	jan health ins			35,934.13	31,109.78
01/10/2013		NJSHBP	2000 · Accounts Payable		35,934.13			-4,824.35
01/18/2013			1499 · Undeposited Fu...	Deposit			7,608.40	2,784.05
01/21/2013			101.23 · The Bank - M...	january bills			42,019.34	44,803.39
01/22/2013	1744	Air & Gas Technolog...	2000 · Accounts Payable		260.00			44,543.39
01/22/2013	1745	AmeriGas	2000 · Accounts Payable		1,247.89			43,295.50
01/22/2013	1746	Asbury Park Press	2000 · Accounts Payable		217.50			43,078.00
01/22/2013	1747	AT&T	2000 · Accounts Payable		134.46			42,943.54
01/22/2013	1748	BPC Inc	2000 · Accounts Payable		3,131.90			39,811.64
01/22/2013	1749	County Line Hardware	2000 · Accounts Payable		63.96			39,747.68
01/22/2013	1750	Dell	2000 · Accounts Payable		2,940.96			36,806.72
01/22/2013	1751	Emergency Medical ...	2000 · Accounts Payable		64.90			36,741.82
01/22/2013	1752	Golden Rule Creations	2000 · Accounts Payable		432.50			36,309.32
01/22/2013	1753	H & D Fire Extinguis...	2000 · Accounts Payable		78.45			36,230.87
01/22/2013	1754	Heart Smart Technol...	2000 · Accounts Payable		2,490.00			33,740.87
01/22/2013	1755	Heath Consultants In...	2000 · Accounts Payable		1,627.32			32,113.55
01/22/2013	1756	JCP & L	2000 · Accounts Payable		571.03			31,542.52
01/22/2013	1757	Katom Restaurant Su...	2000 · Accounts Payable		1,513.68			30,028.84
01/22/2013	1758	Lincoln Financial Ser...	2000 · Accounts Payable		20,000.00			10,028.84
01/22/2013	1759	Matrx Medical Henry...	2000 · Accounts Payable		272.59			9,756.25
01/22/2013	1760	MSA Company	2000 · Accounts Payable		2,547.97			7,208.28
01/22/2013	1761	Staples	2000 · Accounts Payable		457.44			6,750.84
01/22/2013	1762	UPS	2000 · Accounts Payable		54.38			6,696.46
01/22/2013	1763	WEX Inc. (formaly ...	2000 · Accounts Payable		2,543.56			4,152.90
01/22/2013	1764	WPCS International I...	2000 · Accounts Payable		297.00			3,855.90
01/22/2013	1765	Burlington County E...	2000 · Accounts Payable		175.00			3,680.90
01/22/2013	1766	MSA Company	2000 · Accounts Payable		452.00			3,228.90
01/22/2013	1767	UPS	2000 · Accounts Payable		20.82			3,208.08
01/22/2013	1768	Colleen Theobald	2000 · Accounts Payable		100.00			3,108.08
01/22/2013	1769	MSA Company	2000 · Accounts Payable		324.00			2,784.08

Jackson Twp Board of Fire Commissioners Dist. #3

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Register: 101.20 · The Bank Payroll

From 12/19/2012 through 01/22/2013

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
12/19/2012		QuickBooks Payroll ...	-split-	Created by Pay...	42,000.00			-43,024.13
12/20/2012		Brown, Bonnie A.	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Schoch, John T.	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Granato, Michael J	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Grossman, Michael D	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Hilger, Patrick M	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Hode, Dawnmarie	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Howles, Jr., James W	-split-	Direct Deposit		X		-43,024.13
12/20/2012		McDonnell, Francis J.	-split-	Direct Deposit		X		-43,024.13
12/20/2012		McLaughlin, Michael	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Moore Jr., Edward	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Moroney, Gerard J.	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Perrotto, John C	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Schwartz, Jr., Vincen...	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Stacy, Miriam	-split-	Direct Deposit		X		-43,024.13
12/20/2012		Zimmerman, Jason	-split-	Direct Deposit		X		-43,024.13
12/20/2012			101.23 · The Bank - M...	payroll 12/21			50,000.00	6,975.87
12/24/2012		QuickBooks Payroll ...	-split-	Created by Pay...	270.61			6,705.26
12/24/2012		AFLAC	2100 · Payroll Liabilities		312.80			6,392.46
12/24/2012		AFLAC	2100 · Payroll Liabilities		312.80			6,079.66
12/24/2012		AXA Equitable	2100 · Payroll Liabilities	815424	565.00			5,514.66
12/24/2012		Child Support	2100 · Payroll Liabilities		250.00			5,264.66
12/24/2012		FMBA Local No 86	2100 · Payroll Liabilities		210.00			5,054.66
12/24/2012		IAFF Local 3874	2100 · Payroll Liabilities	Local 3874	124.16			4,930.50
12/26/2012		Grossman, Michael D	-split-	Direct Deposit		X		4,930.50
12/31/2012			101.23 · The Bank - M...	pay 1/4			49,000.00	53,930.50
01/02/2013		QuickBooks Payroll ...	-split-	Created by Pay...	44,977.63			8,952.87
01/03/2013		Brown, Bonnie A.	-split-	Direct Deposit		X		8,952.87
01/03/2013		Stacy, Miriam	-split-	Direct Deposit		X		8,952.87
01/03/2013		Granato, Michael J	-split-	Direct Deposit		X		8,952.87
01/03/2013		Grossman, Michael D	-split-	Direct Deposit		X		8,952.87
01/03/2013		Hilger, Patrick M	-split-	Direct Deposit		X		8,952.87
01/03/2013		Hode, Dawnmarie	-split-	Direct Deposit		X		8,952.87
01/03/2013		Howles, Jr., James W	-split-	Direct Deposit		X		8,952.87
01/03/2013		McDonnell, Francis J.	-split-	Direct Deposit		X		8,952.87
01/03/2013		McLaughlin, Michael	-split-	Direct Deposit		X		8,952.87
01/03/2013		Moore Jr., Edward	-split-	Direct Deposit		X		8,952.87
01/03/2013		Moroney, Gerard J.	-split-	Direct Deposit		X		8,952.87
01/03/2013		Perrotto, John C	-split-	Direct Deposit		X		8,952.87
01/03/2013		Schoch, John T.	-split-	Direct Deposit		X		8,952.87

Jackson Twp Board of Fire Commissioners Dist. #3

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Register: 101.20 · The Bank Payroll

From 12/19/2012 through 01/22/2013

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
01/03/2013		Schwartz, Jr., Vincen...	-split-	Direct Deposit		X		8,952.87
01/03/2013		Zimmerman, Jason	-split-	Direct Deposit		X		8,952.87
01/04/2013		AXA Equitable	2100 · Payroll Liabilities	815424	565.00			8,387.87
01/04/2013		Child Support	2100 · Payroll Liabilities		250.00			8,137.87
01/04/2013		FMBA Local No 86	2100 · Payroll Liabilities		210.00			7,927.87
01/04/2013		IAFF Local 3874	2100 · Payroll Liabilities	Local 3874	126.60			7,801.27
01/10/2013		PERS	-split-	32060-1, 232060	1,972.98			5,828.29
01/11/2013		PFRS	-split-	37200, 375200	19,538.82			-13,710.53
01/11/2013			101.23 · The Bank - M...	pay 1/18 pensi...			70,669.42	56,958.89
01/16/2013		QuickBooks Payroll ...	-split-	Created by Pay...	45,098.86			11,860.03
01/17/2013		Brown, Bonnie A.	-split-	Direct Deposit		X		11,860.03
01/17/2013		Granato, Michael J	-split-	Direct Deposit		X		11,860.03
01/17/2013		Grossman, Michael D	-split-	Direct Deposit		X		11,860.03
01/17/2013		Hilger, Patrick M	-split-	Direct Deposit		X		11,860.03
01/17/2013		Hode, Dawnmarie	-split-	Direct Deposit		X		11,860.03
01/17/2013		Howles, Jr., James W	-split-	Direct Deposit		X		11,860.03
01/17/2013		McDonnell, Francis J.	-split-	Direct Deposit		X		11,860.03
01/17/2013		McLaughlin, Michael	-split-	Direct Deposit		X		11,860.03
01/17/2013		Moore Jr., Edward	-split-	Direct Deposit		X		11,860.03
01/17/2013		Moroney, Gerard J.	-split-	Direct Deposit		X		11,860.03
01/17/2013		Perrotto, John C	-split-	Direct Deposit		X		11,860.03
01/17/2013		Schoch, John T.	-split-	Direct Deposit		X		11,860.03
01/17/2013		Schwartz, Jr., Vincen...	-split-	Direct Deposit		X		11,860.03
01/17/2013		Stacy, Miriam	-split-	Direct Deposit		X		11,860.03
01/17/2013		Zimmerman, Jason	-split-	Direct Deposit		X		11,860.03
01/18/2013		AXA Equitable	2100 · Payroll Liabilities	815424	565.00			11,295.03
01/18/2013		Child Support	2100 · Payroll Liabilities		250.00			11,045.03
01/18/2013		FMBA Local No 86	2100 · Payroll Liabilities		210.00			10,835.03
01/18/2013		IAFF Local 3874	2100 · Payroll Liabilities	Local 3874	126.60			10,708.43



Jackson Bureau Of Fire Safety

1/21/2013 4:44 PM

Register: The Bank

From 12/19/2012 through 01/22/2013

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
12/19/2012			1499 · Undeposited Fu...	Deposit			25.00	163,733.22
12/21/2012			-split-	Deposit			6,875.04	170,608.26
12/21/2012		Catholic Charities/Ni...	Life Hazard Use Fees:3...	credit back fro...	96.20			170,512.06
12/27/2012			-split-	Deposit			1,690.00	172,202.06
12/28/2012			1499 · Undeposited Fu...	Deposit			230.00	172,432.06
12/28/2012	deo	LHU In transit	Life Hazard Use Fees:3...	life hazards for ...			6,778.84	179,210.90
12/28/2012		LHU In transit	Life Hazard Use Fees:3...	reversal of lhu i...	6,778.84			172,432.06
01/02/2013			-split-	Deposit			132.50	172,564.56
01/07/2013			-split-	Deposit			335.00	172,899.56
01/09/2013			-split-	Deposit			100.00	172,999.56
01/11/2013			-split-	Deposit			365.00	173,364.56
01/18/2013			1499 · Undeposited Fu...	Deposit			210.00	173,574.56
01/22/2013	1052	Allcomm	2000 · Accounts Payable		167.00			173,407.56
01/22/2013	1053	Burlington County E...	2000 · Accounts Payable		236.00			173,171.56
01/22/2013	1054	STS Auto	2000 · Accounts Payable		83.74			173,087.82

Jackson Twp Board of Fire Commissioners Dist. #3

1/21/2013 5:37 PM

Register: 101.23 · The Bank - Money Market

From 12/19/2012 through 01/22/2013

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
12/19/2012			1499 · Undeposited Fu...	Deposit			7,048.31	938,073.54
12/20/2012			101.20 · The Bank Pay...	payroll 12/21	50,000.00			888,073.54
12/21/2012			1499 · Undeposited Fu...	Deposit			38,250.00	926,323.54
12/31/2012			101.20 · The Bank Pay...	pay 1/4	49,000.00			877,323.54
01/09/2013			101.21 · The Bank - G...	jan health ins	35,934.13			841,389.41
01/11/2013			101.20 · The Bank Pay...	pay 1/18 pensi...	70,669.42			770,719.99
01/21/2013			101.21 · The Bank - G...	january bills	42,019.34			728,700.65

Jackson Twp Board of Fire Commissioners Dist. #3

1/21/2013 5:41 PM

Register: 101.22 · The Bank - Bank Card

From 12/18/2012 through 01/21/2013

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
01/10/2013	auto	Amazon.com	2000 · Accounts Payable		77.50			6,150.24
01/11/2013	AUTO	Home Depot-Manaha...	2000 · Accounts Payable		4,621.46			1,528.78
01/11/2013	AUTO	Amazon.com	2000 · Accounts Payable		200.90			1,327.88



Jackson Township Volunteer Fire Co # 1  
113 North New Prospect Road  
Jackson, NJ 08527  
732-363-7595  
Fax 732-363-4618

President's Report Jan. 2013

- New Board installed on Jan 5<sup>th</sup> looking forward to working with you in the coming year.
- The company would like to thank the board for providing the requested information.
- The company has added several new committees for 2013 one of which is the Membership Recruitment and Retention committee. Chaired by FF Laranzo and Bergner. They are working to establish Explorer branch of 55 and add members. We hope to increase the membership throughout the year.
- 2 Firefighter applications submitted for approval both experienced men
  - Dennis McGuire
  - Ray Tremer III
- 1 Support member application submitted
  - Mike Kelly

Respectfully submitted,

Lee Friedland  
President