



East Amwell Board of Fire Commissioners
District No 1
P.O. Box 33 Ringoes, NJ 08551
908-782-1436
www.eastamwelltownshipboardoffirecommissioners.org



Flag salute:

The flag salute was led by Craig Bailey, followed by a moment of silence.

Statement of Compliance:

The regular meeting of the East Amwell Board of Fire Commissioners was opened on December 13, 2023 at 7:30 PM. The following notice was read, "In compliance with the Open Public meetings Act, this meeting was advertised in the January 19, 2023 issue of the Hunterdon County Democrat. Notice of this meeting was forwarded to the Township Clerk's office, posted on the Amwell Valley Fire House bulletin board.

Roll Call:

Craig Bailey	Present
John Chiesa	Present
Marc LaRowe	Present
Paul Carlucci	Present
Max Jason (Chief)	Present
Robert Jason (Deputy Chief)	Present

Minutes:

Minutes of the November 15, 2023 meeting were presented. At this time, a motion was made by John Chiesa to accept the minutes of the October meeting. This motion was seconded by Paul Carlucci and along with a unanimous favorable vote, the motion carried.

Treasurer's Report:

The Treasurer's report was presented and hereby made part of the minutes of this meeting. At this time, a motion was made by Craig Bailey to accept the treasurer's report. This motion was seconded by Marc LaRowe and along with a unanimous favorable vote, the motion carried. The reports of receipts, encumbrances and disbursements were presented and attached and hereby made part of the minutes of this meeting.

Bills:

The Bills as listed on the disbursement sheet were presented and hereby made part of the minutes of the meeting. At this time a motion was made to pay the bills totaling \$6,298.80 by Marc LaRowe. This motion was seconded by Paul Carlucci and along with a unanimous favorable vote the motion carried.



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Correspondence: None

Old Business:

Paul Carlucci discussed closing out the reports for the 2023 LOSAP payment. Chief Jason commented that he hopes to have the reports finalized by the Commission's February meeting.

The new inventory system was briefly discussed and the Chief stated that the system should go live on January 1, 2024.

Regarding the brush truck replacement committee, the Chief stated that there is nothing new to report.

Regarding the budget, it was noted that it was approved by the State. Craig Bailey made a motion to adopt the 2024 Budget Resolution. The motion was seconded by Paul Carlucci and along with a unanimous favorable roll call vote, the motion carried.

Craig Bailey stated that he is working on the draft policies. The first will be one on Anti-discrimination and harassment policy

New Business:

Craig Bailey presented a lease for the Commission's use of certain space with the Amwell Valley Fire Company that was accepted and signed by the Company. John Chiesa made a motion to approve the lease. Craig Bailey seconded the motion and along with a unanimously favorable vote, the motion carried.

John Chiesa made a motion to renew a certificate of deposit held by the Commission at the best available rate. Craig Bailey seconded the motion and along with a unanimous favorable vote, the motion carried.

At this time, it was announced that the Board will hold a swearing in and reorganization meeting on January 10, 2024 at 7:30 p.m.

The sealed Certificate of Election was received from the Hunterdon County Clerk's Office and was made a part of the minutes.

Chief's Report:

Chief Jason reported mechanical issues with Engine 2 have been resolved. He stated that he received an estimate for the repairs to Engine 1 for \$5800. Craig Bailey made a motion to accept the estimate and have the repairs made. John Chiesa seconded the motion and along with a unanimous favorable vote, the motion carried.

Chief Jason stated that he would like to replace the inventory of jackets, given to members for use on certain fire and accident scenes. Craig Bailey made a motion to approve the Chief's request. John Chiesa seconded the motion and along with a unanimous favorable vote, the motion carried.



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Chief Jason stated that the company is running low on Class A foam. He noted that 55 gallon drums are not available and would like to purchase 10 5 gallon pails at a cost of \$450. Craig Bailey made a motion to approve the request. Marc LaRowe seconded the motion and along with a unanimous favorable vote, the motion carried.

Chief Jason also requested to purchase a hydrant bag for each Engine and include 2 2/12 inch nozzles in each bag. John Chiesa made a motion to approve the request. Paul Carlucci seconded the motion and along with a unanimous favorable vote, the motion carried.

Chief Jason discussed the recent Manners Road fire and that it would have been beneficial to have a cellar nozzle. He requested the purchase of 1 ½ and 2 ½ inch cellar nozzles. Craig Bailey questioned the need to have both at this time, and after a discussion, made a motion to approve the purchase of the 2 ½ inch nozzles. The motion was seconded by John Chiesa and along with a unanimous favorable vote, the motion carried.

An additional request was made by Chief Jason to purchase accident tools and bags for Engine 1 and Engine 2, as necessary, to replace lost or damaged tools. Craig Bailey made a motion to approve the request. John Chiesa seconded the motion and along with a unanimous favorable vote, the motion carried.

Chief Jason the ladder bracket on Engine 1 that was broken during the Manners Road fire (Commissioners were informed after the incident) and the cost to have a new bracket made. Craig Bailey made a motion to have the bracket made and installed on Engine 1. Marc LaRowe seconded the motion and along with a unanimous favorable vote, the motion carried.

Public Comment:

There were no comments. At this time a motion was made by Marc LaRowe to close the public portion. This motion was seconded by Craig Bailey and along with a unanimous favorable vote, the motion carried.

Commissioners Comments:

None.

Adjournment:

As there is no additional business to come before the board, at this time a motion was made by Craig Bailey to adjourn the meeting. This motion was seconded by Marc LaRowe and along with a unanimous favorable vote, the motion carried. Meeting ended at 8:04 p.m.

Craig Bailey, Secretary

East Amwell Township Board of Fire Commissioners
Reconciliation Detail
1001 - Cash-Checking, Period Ending 11/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						205,419.18
Cleared Transactions						
Checks and Payments - 10 items						
Bill Pmt -Check	11/15/2023	3778	McPherson & Newla...	X	-9,130.25	-9,130.25
Bill Pmt -Check	11/15/2023	3780	New Jersey Fire Eq...	X	-3,983.88	-13,114.13
Bill Pmt -Check	11/15/2023	3777	AmTrust North Amer...	X	-1,812.00	-14,926.13
Bill Pmt -Check	11/15/2023	3779	IIA Fire Department ...	X	-1,473.64	-16,399.77
Bill Pmt -Check	11/15/2023	3785	Amwell Valley Fire Co.	X	-800.00	-17,199.77
Bill Pmt -Check	11/15/2023	3783	Verizon	X	-270.07	-17,469.84
Bill Pmt -Check	11/15/2023	3784	County Of Hunterdon	X	-228.56	-17,698.40
Bill Pmt -Check	11/15/2023	3782	Craig Bailey	X	-87.78	-17,786.18
Bill Pmt -Check	11/15/2023	3781	North East Parts Gr...	X	-35.94	-17,822.12
Transfer	11/28/2023			X	-41,000.00	-58,822.12
Total Checks and Payments					-58,822.12	-58,822.12
Deposits and Credits - 2 items						
Deposit	11/14/2023			X	67,688.25	67,688.25
Deposit	11/30/2023			X	9.63	67,697.88
Total Deposits and Credits					67,697.88	67,697.88
Total Cleared Transactions					8,875.76	8,875.76
Cleared Balance					8,875.76	214,294.94
Uncleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	04/13/2022	3622	NJ Advance Media		-23.68	-23.68
Bill Pmt -Check	07/13/2022	3654	Amwell Valley Fire Co.		-750.00	-773.68
Total Checks and Payments					-773.68	-773.68
Deposits and Credits - 1 item						
Transfer	12/23/2019				0.00	0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					-773.68	-773.68
Register Balance as of 11/30/2023					8,102.08	213,521.26
Ending Balance					8,102.08	213,521.26

East Amwell Township Board of Fire Commissioners
Check Detail
 December 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	3786	12/13/2023	New Jersey Fire Eq...		1001 · Cash-Checki...		-3,015.00
Bill		12/13/2023		Equipment	5065 · Equipment	-3,015.00	3,015.00
TOTAL						-3,015.00	3,015.00
Bill Pmt -Check	3787	12/13/2023	Craig Bailey		1001 · Cash-Checki...		-599.00
Bill		12/13/2023		Outside S...	5055 · Outside Servi...	-599.00	599.00
TOTAL						-599.00	599.00
Bill Pmt -Check	3788	12/13/2023	John J. Chiesia		1001 · Cash-Checki...		-599.00
Bill		12/13/2023		Outside S...	5055 · Outside Servi...	-599.00	599.00
TOTAL						-599.00	599.00
Bill Pmt -Check	3789	12/13/2023	Paul Carlucci		1001 · Cash-Checki...		-599.00
Bill		12/13/2023		Outside S...	5055 · Outside Servi...	-599.00	599.00
TOTAL						-599.00	599.00
Bill Pmt -Check	3790	12/13/2023	Max Jason		1001 · Cash-Checki...		-122.48
Bill		12/13/2023		Supplies	5020 · Supplies	-122.48	122.48
TOTAL						-122.48	122.48
Bill Pmt -Check	3791	12/13/2023	Verizon		1001 · Cash-Checki...		-180.07
Bill		12/13/2023		Informati...	5064 · Informational ...	-180.07	180.07
TOTAL						-180.07	180.07
Bill Pmt -Check	3792	12/13/2023	County Of Hunterd...		1001 · Cash-Checki...		-384.25
Bill		12/13/2023		Fuel	5031 · Utilities	-384.25	384.25
TOTAL						-384.25	384.25

East Amwell Township Board of Fire Commissioners
Check Detail
 December 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt - Check	3793	12/13/2023	Amwell Valley Fire ...	Rent	1001 · Cash-Checkl...	-800.00	-800.00
Bill		12/13/2023		Rent	5033 · Rent	-800.00	800.00
TOTAL						-800.00	800.00

East Amwell Township Board of Fire Commissioners

12/31/23

General Ledger

Accrual Basis

As of December 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
1001 · Cash-Checking							213,521.26
Bill Pmt -Check	12/31/2023	3786	New Jersey Fire Eq...	Inv # 71422	20001 · *Accou...	-3,015.00	210,506.26
Bill Pmt -Check	12/31/2023	3787	Craig Bailey	Secretary	20001 · *Accou...	-599.00	209,907.26
Bill Pmt -Check	12/31/2023	3788	John J. Chiesa	Treasurer	20001 · *Accou...	-599.00	209,308.26
Bill Pmt -Check	12/31/2023	3789	Paul Carlucci		20001 · *Accou...	-599.00	208,709.26
Bill Pmt -Check	12/31/2023	3790	Max Jason	Black Ink cart...	20001 · *Accou...	-122.48	208,586.78
Bill Pmt -Check	12/31/2023	3791	Verizon	842068896-0...	20001 · *Accou...	-180.07	208,406.71
Bill Pmt -Check	12/31/2023	3792	County Of Hunterdon	Acct # EAMW/...	20001 · *Accou...	-384.25	208,022.46
Bill Pmt -Check	12/31/2023	3793	Amwell Valley Fire Co.	December Rent	20001 · *Accou...	-800.00	207,222.46
Total 1001 · Cash-Checking						-6,298.80	207,222.46
1005 · Cash-CDs							123,746.29
Total 1005 · Cash-CDs							123,746.29
11000 · *Accounts Receivable							0.00
Total 11000 · *Accounts Receivable							0.00
1100 · Accounts Receivable - Audit							0.00
Total 1100 · Accounts Receivable - Audit							0.00
12000 · Undeposited Funds							0.00
Total 12000 · Undeposited Funds							0.00
12100 · Inventory Asset							0.00
Total 12100 · Inventory Asset							0.00
2000 · Accounts Receivable							0.00
Total 2000 · Accounts Receivable							0.00
2001 · Prepaid Insurance							0.00
Total 2001 · Prepaid Insurance							0.00
2500 · Capital Assets							1,880,364.37
Total 2500 · Capital Assets							1,880,364.37
2551 · Accumulated Depreciation							-874,198.16
Total 2551 · Accumulated Depreciation							-874,198.16

East Amwell Township Board of Fire Commissioners

12/13/23

General Ledger

Accrual Basis

As of December 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
20001 · *Accounts Payable							
Bill	12/13/2023		New Jersey Fire Eq...	Inv # 71422	5065 · Equipm...	-3,015.00	-750.09
Bill Pmt -Check	12/13/2023	3786	New Jersey Fire Eq...	Inv # 71422	1001 · Cash-C...	3,015.00	-3,765.09
Bill	12/13/2023		Craig Bailey	Secretary	5055 · Outside ...	-599.00	-750.09
Bill Pmt -Check	12/13/2023	3787	Craig Bailey	Secretary	1001 · Cash-C...	599.00	-1,349.09
Bill	12/13/2023		John J. Chiesa	Treasurer	5055 · Outside ...	-599.00	-750.09
Bill Pmt -Check	12/13/2023	3788	John J. Chiesa	Treasurer	1001 · Cash-C...	599.00	-1,349.09
Bill	12/13/2023		Paul Carlucci		5055 · Outside ...	-599.00	-750.09
Bill Pmt -Check	12/13/2023	3789	Paul Carlucci		1001 · Cash-C...	599.00	-1,349.09
Bill	12/13/2023		Max Jason		5020 · Supplies	-122.48	-872.57
Bill Pmt -Check	12/13/2023	3790	Max Jason		1001 · Cash-C...	122.48	-750.09
Bill	12/13/2023		Verizon	Black ink cart...	842068896-0...	-180.07	-930.16
Bill Pmt -Check	12/13/2023	3791	Verizon	Black ink cart...	-SPLIT-	180.07	-750.09
Bill	12/13/2023		County Of Hunterdon	Acct # EAMW...	5031 · Utilities	-384.25	-1,134.34
Bill Pmt -Check	12/13/2023	3792	County Of Hunterdon	Acct # EAMW...	1001 · Cash-C...	384.25	-750.09
Bill	12/13/2023		Arnell Valley Fire Co.	December Rent	-SPLIT-	-800.00	-1,550.09
Bill Pmt -Check	12/13/2023	3793	Arnell Valley Fire Co.	December Rent	1001 · Cash-C...	800.00	-750.09
Total 20001 · *Accounts Payable 0.00							
20000 · Accounts Payable - Audit							
Total 20000 · Accounts Payable - Audit 0.00							
2002 · Lease Payable							
Total 2002 · Lease Payable -63,487.48							
2080 · Reserve for LOSAP							
Total 2080 · Reserve for LOSAP 0.00							
2600 · Accounts Payable							
Total 2600 · Accounts Payable 0.00							
1020 · Reserve for pre year							
Total 1020 · Reserve for pre year 0.00							
1021 · Starting Balance							
Total 1021 · Starting Balance 0.00							
3000 · Net Investment In Capital Asset							
Total 3000 · Net Investment in Capital Asset -942,679.00							
30000 · Opening Balance Equity							
Total 30000 · Opening Balance Equity 0.00							
3001 · Restricted Funds - Capital							
Total 3001 · Restricted Funds - Capital -41,309.84							
32000 · Unrestricted Net Assets							
Total 32000 · Unrestricted Net Assets -222,613.11							

East Amwell Township Board of Fire Commissioners
General Ledger
 As of December 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
4000 · Interest Earned							-81.58
Total 4000 · Interest Earned							-81.58
4010 · Fire Grant state of NJ							0.00
Total 4010 · Fire Grant state of NJ							0.00
4020 · Fire Tax Township							-270,553.10
Total 4020 · Fire Tax Township							-270,553.10
4025 · Other Miscellaneous Income							0.00
Total 4025 · Other Miscellaneous Income							0.00
5066 · Insurance Refund							0.00
Total 5066 · Insurance Refund							0.00
50000 · Cost of Goods Sold							0.00
Total 50000 · Cost of Goods Sold							0.00
5000 · Meeting ads, Election Ads							0.00
Total 5000 · Meeting ads, Election Ads							0.00
5001 · Advertising							20.88
Total 5001 · Advertising							20.88
5005 · Insurance							40,681.70
Total 5005 · Insurance							40,681.70
5010 · Maintenance and repairs							32,236.54
Bill	12/13/2023		Verizon	Acct # 84206...	20001 · *Accou...	0.00	32,236.54
Total 5010 · Maintenance and repairs						0.00	32,236.54
5020 · Supplies							906.46
Bill	12/13/2023		Max Jason	Black ink cart...	20001 · *Accou...	122.48	1,028.94
Total 5020 · Supplies						122.48	1,028.94
5025 · Training and fire prevention							150.00
Total 5025 · Training and fire prevention							150.00
5030 · Uniforms							19,262.63
Total 5030 · Uniforms							19,262.63
5031 · Utilities							3,501.77
Bill	12/13/2023		Counrty Of Hunterdon	Gas & Diesel	20001 · *Accou...	384.25	3,886.02
Total 5031 · Utilities						384.25	3,886.02
5032 · Information Technology							0.00
Total 5032 · Information Technology							0.00

**East Amwell Township Board of Fire Commissioners
General Ledger
As of December 31, 2023**

Type	Date	Num	Name	Memo	Split	Amount	Balance
5033 · Rent							
Bill	12/13/2023		Amwell Valley Fire Co.	December Rent	20001 · *Accou...	0.00	8,800.00
Bill	12/13/2023		Amwell Valley Fire Co.	December Rent	20001 · *Accou...	800.00	8,800.00
Total 5033 · Rent						800.00	9,600.00
5037 · Elections							
Total 5037 · Elections						0.00	0.00
5040 · Health and Safety							
Total 5040 · Health and Safety						350.00	350.00
5050 · Accounts, Lawyers, Admin Fees							
Total 5050 · Accounts, Lawyers, Admin Fees						11,120.00	11,120.00
5055 · Outside Services							
Bill	12/13/2023		Craig Bailey	Secretary	20001 · *Accou...	599.00	599.00
Bill	12/13/2023		John J. Chiesa	Treasurer	20001 · *Accou...	599.00	1,198.00
Bill	12/13/2023		Paul Carlucci	LOSAP Admi...	20001 · *Accou...	599.00	1,797.00
Total 5055 · Outside Services						1,797.00	1,797.00
5062 · Capital Appropriations							
Total 5062 · Capital Appropriations							33,679.12
5063 · LOSAP Service Award							
Total 5063 · LOSAP Service Award							26,695.38
5064 · Informational Services							
Bill	12/13/2023		Verizon	Monthly servi...	20001 · *Accou...	180.07	6,198.12
Total 5064 · Informational Services						180.07	6,378.19
5065 · Equipment							
Bill	12/13/2023		New Jersey Fire Eq...	3- 10 foot Har...	20001 · *Accou...	3,015.00	14,437.84
Total 5065 · Equipment						3,015.00	17,452.84
5700 · Lease - Interest Expense							
Total 5700 · Lease - Interest Expense							0.00
66900 · Reconciliation Discrepancies							
Total 66900 · Reconciliation Discrepancies							0.00
6000 · Depreciation Expense							
Total 6000 · Depreciation Expense							0.00
9000 · Gain/Loss on Disposal of Assets							
Total 9000 · Gain/Loss on Disposal of Assets							0.00

East Amwell Township Board of Fire Commissioners

General Ledger

As of December 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
No acct							0.00
Total no acct							0.00
TOTAL						0.00	0.00

Oath of Office

I, Paul E. Carlucci do solemnly swear (or affirm) that I will support the constitution of the United States of America and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the governments established in the United States of America and the State of New Jersey, under the authority of the people.

I do further solemnly swear (or affirm) that I will impartially and justly perform all duties of the office of Fire Commissioner according to the best of my ability.

Sworn and subscribed before me

This 10th Day of January
Year 2024

Craig D. Bailey
attorney at Law
State of New Jersey

Paul E. Carlucci

Address 14 Danberry Dr
Ringoes, N.J.
08551