



**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 September 13, 2023 at 7:30 PM, with notice given of the change in meeting date. 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 |
| Robert Jason (Deputy Chief) | Present |

Minutes:

Minutes of the August 9, 2023 meeting were presented. At this time, a motion was made by Marc LaRowe to accept the minutes of the June meeting. This motion was seconded by John Chiesa and along with a unanimous favorable vote, the motion carried.

Treasurer's Report:

The Treasurer 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 \$19,983.38 by Marc LaRowe. This motion was seconded by Craig Bailey and along with a unanimous favorable vote, the motion carried.



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Correspondence: None.

Old Business:

Paul Carlucci addressed the issue of two fire company members not having their LOSAP account credited by AIG. He stated that he contacted the company and it believes that it knows where the money was erroneously credited. It is working on a resolution. The new inventory system was briefly discussed and the Chief will provide an update at the next meeting.

New Business:

The application of a new member was presented and discussed. John Chiesa made a motion to accept the new member. Craig Bailey seconded the motion and along with a unanimous favorable vote, the motion carried.

Chief's Report:

Deputy Chief Jason reported that the Department needs to purchase pre-mix for the chain saws, etc. Craig Bailey made a motion to approve the purchase. The motion was seconded by Paul Carlucci and along with a unanimous favorable vote, the motion carried.

After a discussion about the County policy that members attending fire school must have work detail pants and shoes, Craig Bailey made a motion to purchase such gear for the member attending fire school. Marc LaRowe seconded the motion and along with a unanimous vote, the motion carried. .

Public Comment:

The members of the public had no comments. At this time a motion was made by Craig Bailey to close the public portion. This motion was seconded by John Chiesa and along with a unanimous favorable vote, the motion carried.

Commissioners Comments:

Paul Carlucci commented on the purchase of work detail pants and shoes and requested a clarification. It was noted that the Commissioners previously approved the purchase of the gear for members that made LOSAP during the prior year. However, the County recently required that members attending fire school must have work detail pants and shoes and that for that reason, the Commissioners in last months meeting approved the purchase of such gear for those members as well. Mr. Carlucci also mentioned that we should update the status of the brush truck replacement purchase at the next meeting.



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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 John Chiesa and along with a unanimous favorable vote, the motion carried. Meeting ended at 7:54 p.m.

Craig Bailey, Secretary

Craig D. Bailey

East Amwell Township Board of Fire Commissioners
Reconciliation Detail
1001 - Cash-Checking, Period Ending 09/30/2023

4:09 PM
 10/10/23

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|------|-------------------------|-----|-------------------|-------------------|
| Beginning Balance | | | | | | 226,938.21 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 11 items | | | | | | |
| Bill Pmt -Check | 08/09/2023 | 3753 | McPherson & Newla... | X | -3,089.00 | -3,089.00 |
| Bill Pmt -Check | 09/12/2023 | 3763 | BKC | X | -7,150.00 | -10,239.00 |
| Bill Pmt -Check | 09/12/2023 | 3762 | AmTrust North Amer... | X | -1,812.00 | -12,051.00 |
| Bill Pmt -Check | 09/12/2023 | 3764 | Fire Apparatus Repa... | X | -1,644.00 | -13,695.00 |
| Bill Pmt -Check | 09/13/2023 | 3766 | Station Automation, ... | X | -2,455.00 | -16,150.00 |
| Bill Pmt -Check | 09/13/2023 | 3771 | Amwell Valley Fire Co. | X | -800.00 | -16,950.00 |
| Bill Pmt -Check | 09/13/2023 | 3770 | County Of Hunterdon | X | -385.36 | -17,335.36 |
| Bill Pmt -Check | 09/13/2023 | 3769 | Verizon | X | -380.07 | -17,715.43 |
| Bill Pmt -Check | 09/13/2023 | 3767 | Flemington Departm... | X | -174.54 | -17,889.97 |
| Bill Pmt -Check | 09/13/2023 | 3765 | M&W Communicatio... | X | -33.34 | -17,923.31 |
| Bill Pmt -Check | 09/13/2023 | 3768 | Zack Sampson | X | -23.45 | -17,946.76 |
| Total Checks and Payments | | | | | | |
| | | | | | -17,946.76 | -17,946.76 |
| Deposits and Credits - 1 item | | | | | | |
| Deposit | 09/30/2023 | | | X | 8.74 | 8.74 |
| Total Deposits and Credits | | | | | | |
| | | | | | 8.74 | 8.74 |
| Total Cleared Transactions | | | | | | |
| | | | | | -17,938.02 | -17,938.02 |
| Cleared Balance | | | | | | 209,000.19 |
| 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 09/30/2023 | | | | | | |
| | | | | | -18,711.70 | 208,226.51 |
| Ending Balance | | | | | | |
| | | | | | -18,711.70 | 208,226.51 |

East Amwell Township Board of Fire Commissioners
Check Detail
 October 2023

3:05 PM
 10/11/23

| Type | Num | Date | Name | Item | Account | Paid Amount | Original Amount |
|-----------------|------|------------|------------------------|--------------|--------------------------|-------------|-----------------|
| Bill Pmt -Check | 3772 | 10/11/2023 | AmTrust North Am... | | 1001 · Cash-Checki... | | -1,812.00 |
| Bill | | 10/11/2023 | | Insurance | 5005 · Insurance | -1,812.00 | 1,812.00 |
| TOTAL | | | | | | -1,812.00 | 1,812.00 |
| Bill Pmt -Check | 3773 | 10/11/2023 | Witmer Public Serv... | | 1001 · Cash-Checki... | | -496.59 |
| Bill | | 10/11/2023 | | Maintena... | 5010 · Maintenance... | -496.59 | 496.59 |
| TOTAL | | | | | | -496.59 | 496.59 |
| Bill Pmt -Check | 3774 | 10/11/2023 | Verizon | | 1001 · Cash-Checki... | | -285.07 |
| Bill | | 10/11/2023 | | Informati... | 5064 · Informational ... | -285.07 | 285.07 |
| TOTAL | | | | | | -285.07 | 285.07 |
| Bill Pmt -Check | 3775 | 10/11/2023 | County Of Hunterd... | | 1001 · Cash-Checki... | | -196.44 |
| Bill | | 10/11/2023 | | Fuel | 5031 · Utilities | -196.44 | 196.44 |
| TOTAL | | | | | | -196.44 | 196.44 |
| Bill Pmt -Check | 3776 | 10/11/2023 | Amwell Valley Fire ... | | 1001 · Cash-Checki... | | -800.00 |
| Bill | | 10/11/2023 | | Rent | 5033 · Rent | -800.00 | 800.00 |
| TOTAL | | | | | | -800.00 | 800.00 |

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

3:07 PM
 10/11/23
 Accrual Basis

| Type | Date | Num | Name | Memo | Split | Amount | Balance |
|---|------------|------|------------------------|------------------|-------------------|-----------|--------------|
| 1001 · Cash-Checking | | | | | | | |
| Bill Pmt -Check | 10/11/2023 | 3772 | AmTrust North Amer... | | | -1,812.00 | 208,226.51 |
| Bill Pmt -Check | 10/11/2023 | 3773 | Witmer Public Servi... | Customer ID: ... | 20001 · *Accou... | -496.59 | 206,414.51 |
| Bill Pmt -Check | 10/11/2023 | 3774 | Verizon | 842068896-0... | 20001 · *Accou... | -285.07 | 205,917.92 |
| Bill Pmt -Check | 10/11/2023 | 3775 | County Of Hunterdon | Acct ID: EAM... | 20001 · *Accou... | -196.44 | 205,632.85 |
| Bill Pmt -Check | 10/11/2023 | 3776 | Amwell Valley Fire Co. | October Rent | 20001 · *Accou... | -800.00 | 205,436.41 |
| Total 1001 · Cash-Checking | | | | | | -3,590.10 | 204,636.41 |
| 1005 · Cash-CDs | | | | | | | |
| Total 1005 · Cash-CDs | | | | | | | 82,746.29 |
| 11000 · *Accounts Receivable | | | | | | | |
| Total 11000 · *Accounts Receivable | | | | | | | 0.00 |
| 1100 · Accounts Receivable - Audit | | | | | | | |
| Total 1100 · Accounts Receivable - Audit | | | | | | | 0.00 |
| 12000 · Undeposited Funds | | | | | | | |
| Total 12000 · Undeposited Funds | | | | | | | 0.00 |
| 12100 · Inventory Asset | | | | | | | |
| Total 12100 · Inventory Asset | | | | | | | 0.00 |
| 2000 · Accounts Receivable | | | | | | | |
| Total 2000 · Accounts Receivable | | | | | | | 0.00 |
| 2001 · Prepaid Insurance | | | | | | | |
| Total 2001 · Prepaid Insurance | | | | | | | 0.00 |
| 2500 · Capital Assets | | | | | | | |
| Total 2500 · Capital Assets | | | | | | | 1,880,364.37 |
| 2551 · Accumulated Depreciation | | | | | | | |
| Total 2551 · Accumulated Depreciation | | | | | | | 1,880,364.37 |
| 20001 · *Accounts Payable | | | | | | | |
| Bill | 10/11/2023 | | AmTrust North Amer... | | 5005 · Insurance | -1,812.00 | -750.09 |
| Bill Pmt -Check | 10/11/2023 | 3772 | AmTrust North Amer... | | 1001 · Cash-C... | 1,812.00 | -2,562.09 |
| Bill | 10/11/2023 | | Witmer Public Servi... | Customer ID: ... | 5010 · Maintai... | -496.59 | -750.09 |
| Bill Pmt -Check | 10/11/2023 | 3773 | Witmer Public Servi... | Customer ID: ... | 1001 · Cash-C... | 496.59 | -1,246.68 |
| Bill | 10/11/2023 | | Verizon | Acct # 84206... | -SPLIT- | -285.07 | -750.09 |
| Bill Pmt -Check | 10/11/2023 | 3774 | Verizon | 842068896-0... | 1001 · Cash-C... | 285.07 | -1,035.16 |
| Bill | 10/11/2023 | | County Of Hunterdon | Acct ID: EAM... | 5031 · Utilities | -196.44 | -750.09 |
| Bill Pmt -Check | 10/11/2023 | 3775 | County Of Hunterdon | Acct ID: EAM... | 1001 · Cash-C... | 196.44 | -946.53 |
| Bill | 10/11/2023 | | Amwell Valley Fire Co. | October Rent | -SPLIT- | -800.00 | -750.09 |
| Bill Pmt -Check | 10/11/2023 | 3776 | Amwell Valley Fire Co. | October Rent | 1001 · Cash-C... | 800.00 | -1,550.09 |
| Total 20001 · *Accounts Payable | | | | | | 0.00 | -750.09 |

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

3:07 PM
 10/11/23
 Accrual Basis

| Type | Date | Num | Name | Memo | Split | Amount | Balance |
|---|------|-----|------|------|-------|--------|-------------|
| 20000 · Accounts Payable - Audit | | | | | | | 0.00 |
| Total 20000 · Accounts Payable - Audit | | | | | | | 0.00 |
| 2002 · Lease Payable | | | | | | | -63,487.48 |
| Total 2002 · Lease Payable | | | | | | | -63,487.48 |
| 2080 · Reserve for LOSAP | | | | | | | 0.00 |
| Total 2080 · Reserve for LOSAP | | | | | | | 0.00 |
| 2600 · Accounts Payable | | | | | | | 0.00 |
| Total 2600 · Accounts Payable | | | | | | | 0.00 |
| 1020 · Reserve for pre year | | | | | | | 0.00 |
| Total 1020 · Reserve for pre year | | | | | | | 0.00 |
| 1021 · Starting Balance | | | | | | | 0.00 |
| Total 1021 · Starting Balance | | | | | | | 0.00 |
| 3000 · Net Investment in Capital Asset | | | | | | | -942,679.00 |
| Total 3000 · Net Investment in Capital Asset | | | | | | | -942,679.00 |
| 30000 · Opening Balance Equity | | | | | | | 0.00 |
| Total 30000 · Opening Balance Equity | | | | | | | 0.00 |
| 3001 · Restricted Funds - Capital | | | | | | | -41,309.84 |
| Total 3001 · Restricted Funds - Capital | | | | | | | -41,309.84 |
| 32000 · Unrestricted Net Assets | | | | | | | -222,613.11 |
| Total 32000 · Unrestricted Net Assets | | | | | | | -222,613.11 |
| 4000 · Interest Earned | | | | | | | -62.86 |
| Total 4000 · Interest Earned | | | | | | | -62.86 |
| 4010 · Fire Grant state of NJ | | | | | | | 0.00 |
| Total 4010 · Fire Grant state of NJ | | | | | | | 0.00 |
| 4020 · Fire Tax Township | | | | | | | -202,864.85 |
| Total 4020 · Fire Tax Township | | | | | | | -202,864.85 |
| 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 |

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

3:07 PM
 10/11/23
 Accrual Basis

| Type | Date | Num | Name | Memo | Split | Amount | Balance |
|--|------------|-----|------------------------|--------------------|-------------------|----------|-----------|
| 5001 · Advertising | | | | | | | 20.88 |
| Total 5001 · Advertising | | | | | | | 20.88 |
| 5005 · Insurance | | | | | | | 27,927.45 |
| Bill | 10/11/2023 | | AmTrust North Amer... | Monthly install... | 20001 · *Accou... | 1,812.00 | 29,739.45 |
| Total 5005 · Insurance | | | | | | 1,812.00 | 29,739.45 |
| 5010 · Maintenance and repairs | | | | | | | 30,230.37 |
| Bill | 10/11/2023 | | Witmer Public Servi... | MSA service r... | 20001 · *Accou... | 496.59 | 30,726.96 |
| Bill | 10/11/2023 | | Verizon | Acct # 84206... | 20001 · *Accou... | 0.00 | 30,726.96 |
| Total 5010 · Maintenance and repairs | | | | | | 496.59 | 30,726.96 |
| 5020 · Supplies | | | | | | | 906.46 |
| Total 5020 · Supplies | | | | | | | 906.46 |
| 5025 · Training and fire prevention | | | | | | | 150.00 |
| Total 5025 · Training and fire prevention | | | | | | | 150.00 |
| 5030 · Uniforms | | | | | | | 15,278.75 |
| Total 5030 · Uniforms | | | | | | | 15,278.75 |
| 5031 · Utilities | | | | | | | 3,076.77 |
| Bill | 10/11/2023 | | County Of Hunterdon | Gas & Diesel | 20001 · *Accou... | 196.44 | 3,273.21 |
| Total 5031 · Utilities | | | | | | 196.44 | 3,273.21 |
| 5032 · Information Technology | | | | | | | 0.00 |
| Total 5032 · Information Technology | | | | | | | 0.00 |
| 5033 · Rent | | | | | | | 7,200.00 |
| Bill | 10/11/2023 | | Amwell Valley Fire Co. | October Rent | 20001 · *Accou... | 0.00 | 7,200.00 |
| Bill | 10/11/2023 | | Amwell Valley Fire Co. | October Rent | 20001 · *Accou... | 800.00 | 8,000.00 |
| Total 5033 · Rent | | | | | | 800.00 | 8,000.00 |
| 5037 · Elections | | | | | | | 0.00 |
| Total 5037 · Elections | | | | | | | 0.00 |
| 5040 · Health and Safety | | | | | | | 350.00 |
| Total 5040 · Health and Safety | | | | | | | 350.00 |
| 5050 · Accounts, Lawyers, Admin Fees | | | | | | | 11,120.00 |
| Total 5050 · Accounts, Lawyers, Admin Fees | | | | | | | 11,120.00 |
| 5055 · Outside Services | | | | | | | 0.00 |
| Total 5055 · Outside Services | | | | | | | 0.00 |
| 5062 · Capital Appropriations | | | | | | | 33,679.12 |
| Total 5062 · Capital Appropriations | | | | | | | 33,679.12 |

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

| Type | Date | Num | Name | Memo | Split | Amount | Balance |
|--|------------|-----|---------|------------------|-------------------|-------------|-------------|
| 5063 · LOSAP Service Award | | | | | | | 26,695.38 |
| Total 5063 · LOSAP Service Award | | | | | | | 26,695.38 |
| 5064 · Informational Services | 10/11/2023 | | Verizon | Monthly servi... | 20001 · *Accou... | 285.07 | 5,555.20 |
| Bill | | | | | | | 5,840.27 |
| Total 5064 · Informational Services | | | | | | 285.07 | 5,840.27 |
| 5065 · Equipment | | | | | | | 14,437.84 |
| Total 5065 · Equipment | | | | | | | 14,437.84 |
| 5700 · Lease - Interest Expense | | | | | | | 0.00 |
| Total 5700 · Lease - Interest Expense | | | | | | | 0.00 |
| 66900 · Reconciliation Discrepancies | | | | | | | 0.00 |
| Total 66900 · Reconciliation Discrepancies | | | | | | | 0.00 |
| 6000 · Depreciation Expense | | | | | | | 0.00 |
| Total 6000 · Depreciation Expense | | | | | | | 0.00 |
| 9000 · Gain/Loss on Disposal of Assets | | | | | | | 0.00 |
| Total 9000 · Gain/Loss on Disposal of Assets | | | | | | | 0.00 |
| No acct | | | | | | | 0.00 |
| Total no acct | | | | | | | 0.00 |
| TOTAL | | | | | | 0.00 | 0.00 |