



**East Amwell Board of Fire Commissioners**  
**District No 1**  
P.O. Box 33 Ringoes, NJ 08551  
908-782-1436  
[www.eastamwelltownshipboardoffirecommissioners.org](http://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 May 10, 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	Absent
Paul Carlucci	Present
Max Jason (Chief)	Absent
Robert Jason (Deputy Chief)	Present

**Minutes:**

Minutes of the April 12, 2023 meeting was presented. At this time, a motion was made by Paul Carlucci to accept the minutes of the March 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 Paul Carlucci 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 \$10,431.55 by Craig Bailey. This motion was seconded by Paul Carlucci and along with a unanimous favorable vote, the motion carried.

**Correspondence:** None

**Old Business:**



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The commissioners discussed the purchase of a new brush truck and the prior cost estimate provided by the Chief. The commissioners also discussed putting two commissioners on the committee exploring the purchase of a brush truck.

#### **New Business:**

John Chiesa stated that he has an estimate for performing the hose, ladder and appliance tests - \$5,465.52. He also mentioned the cost for the pump test on the four trucks to be \$1,473.64. Craig Bailey made a motion to proceed with the tests. The motion was seconded by John Chiesa and along with a unanimous favorable vote, the motion carried. John Chiesa also mentioned that he would not be available to attend the commissioner meeting scheduled for June 7, 2023 and suggested that the meeting be moved to June 21, 2023. Paul Carlucci made a motion to move the June meeting to June 21, 2023. The motion was seconded by Craig Bailey and along with a unanimous favorable vote, the motion carried.

#### **Chief's Report:**

Deputy Chief Robert Jason stated that the fire company would like approval to take 1-2 trucks to participate in the Memorial Day Parade. John Chiesa made a motion to permit the fire company to take 1-2 trucks to participate in the parade. Craig Bailey seconded the motion and along with a unanimous favorable vote, the motion carried. Robert Jason requested purchase of two Stihl chainsaws for the two engines to handle clearing of brush/trees on accident or fire scenes. He advised that the cost is \$290 per saw. John Chiesa moved to approve the purchase. Craig Bailey seconded the motion and along with a unanimous favorable vote, the motion carried.

#### **Public Comment:**

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

#### **Commissioners Comments:**

Paul Carlucci inquired about the LOSAP audit and documents. A brief discussion on the topic was held.

#### **Adjournment:**

As there is no additional business to come before the board, at this time a motion was made by John Chiesa to adjourn the meeting. This motion was seconded by Craig Bailey and along with a unanimous favorable vote, the motion carried. Meeting ended at 7:57 p.m.

**Craig Bailey, Secretary**

## East Amwell Township Board of Fire Commissioners Reconciliation Detail

1001 - Cash-Checking, Period Ending 04/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						99,161.39
<b>Cleared Transactions</b>						
<b>Checks and Payments - 7 items</b>						
Bill Pmt -Check	03/22/2023	3715	County Of Hunterdon	X	-201.25	-201.25
Bill Pmt -Check	04/12/2023	3718	New Jersey Fire Eq...	X	-5,490.00	-5,691.25
Bill Pmt -Check	04/12/2023	3717	AmTrust North Amer...	X	-1,812.00	-7,503.25
Bill Pmt -Check	04/12/2023	3719	Fire Apparatus Repa...	X	-1,415.00	-8,918.25
Bill Pmt -Check	04/12/2023	3722	Amwell Valley Fire Co.	X	-1,061.18	-9,979.43
Bill Pmt -Check	04/12/2023	3721	County Of Hunterdon	X	-354.19	-10,333.62
Bill Pmt -Check	04/12/2023	3720	North East Parts Gr...	X	-97.93	-10,431.55
Total Checks and Payments					-10,431.55	-10,431.55
<b>Deposits and Credits - 1 item</b>						
Deposit	04/30/2023			X	3.64	3.64
Total Deposits and Credits					3.64	3.64
Total Cleared Transactions					-10,427.91	-10,427.91
Cleared Balance					-10,427.91	88,733.48
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 2 items</b>						
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
<b>Deposits and Credits - 1 item</b>						
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 04/30/2023					-11,201.59	87,959.80
<b>Ending Balance</b>					<b>-11,201.59</b>	<b>87,959.80</b>

**East Amwell Township Board of Fire Commissioners**  
**Check Detail**  
May 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	3723	05/10/2023	AmTrust North Am...	Insurance	1001 · Cash-Checki...	-1,812.00	-1,812.00
Bill		05/10/2023		Insurance	5005 · Insurance	-1,812.00	1,812.00
TOTAL						-1,812.00	1,812.00
Bill Pmt -Check	3724	05/10/2023	McPherson & Newl...	Insurance	1001 · Cash-Checki...	-9,205.45	-9,205.45
Bill		05/10/2023		Insurance	5005 · Insurance	-9,205.45	9,205.45
TOTAL						-9,205.45	9,205.45
Bill Pmt -Check	3725	05/10/2023	Selective Insuranc...	Insurance	1001 · Cash-Checki...	-250.00	-250.00
Bill		05/10/2023		Insurance	5005 · Insurance	-250.00	250.00
TOTAL						-250.00	250.00
Bill Pmt -Check	3726	05/10/2023	Fire Apparatus Rep...	Maintena...	1001 · Cash-Checki...	-4,437.41	-4,437.41
Bill		05/10/2023		Maintena...	5010 · Maintenance...	-2,987.41	2,987.41
TOTAL						-4,437.41	1,450.00
Bill Pmt -Check	3727	05/10/2023	New Jersey Fire Eq...	Uniforms	1001 · Cash-Checki...	-3,285.15	-3,285.15
Bill		05/10/2023		Uniforms	5030 · Uniforms	-3,285.15	3,285.15
TOTAL						-3,285.15	3,285.15
Bill Pmt -Check	3728	05/10/2023	M&W Communicati...	Maintena...	1001 · Cash-Checki...	-4,141.21	-4,141.21
Bill		05/10/2023		Maintena...	5010 · Maintenance...	-4,014.00	4,014.00
TOTAL						-4,141.21	127.21
Bill Pmt -Check	3729	05/10/2023	Boni Tire & Auto S...	Maintena...	1001 · Cash-Checki...	-299.72	-299.72
Bill		05/10/2023		Maintena...	5010 · Maintenance...	-299.72	299.72
TOTAL						-299.72	299.72

**East Amwell Township Board of Fire Commissioners**  
**Check Detail**  
May 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	3730	05/10/2023	Richard M. Braslo...	Professio...	1001 · Cash-Checki...	-60.00	-60.00
Bill		05/10/2023		5050 · Accounts, La...		-60.00	60.00
TOTAL						-60.00	60.00
Bill Pmt -Check	3731	05/10/2023	Joe Hornsby		1001 · Cash-Checki...	-14.91	-14.91
Bill		05/10/2023		Maintena...	5010 · Maintainance...	-14.91	14.91
TOTAL						-14.91	14.91
Bill Pmt -Check	3732	05/10/2023	Flemington Depart...		1001 · Cash-Checki...	-1,583.20	-1,583.20
Bill		05/10/2023		Uniforms	5030 · Uniforms	-1,583.20	1,583.20
TOTAL						-1,583.20	1,583.20
Bill Pmt -Check	3733	05/10/2023	Verizon		1001 · Cash-Checki...	-465.14	-465.14
Bill		05/10/2023		Informati...	5064 · Informational ...	-465.14	465.14
TOTAL						-465.14	465.14
Bill Pmt -Check	3734	05/10/2023	County Of Hunterd...		1001 · Cash-Checki...	-375.92	-375.92
Bill		05/10/2023		Fuel	5031 · Utilities	-375.92	375.92
TOTAL						-375.92	375.92
Bill Pmt -Check	3735	05/10/2023	Amwell Valley Fire ...		1001 · Cash-Checki...	-800.00	-800.00
Bill		05/10/2023		Rent	5033 · Rent	-800.00	800.00
TOTAL						-800.00	800.00

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

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>1001 · Cash-Checking</b>							87,959.80
Bill Pmt -Check	05/10/2023	3723	AmTrust North Amer...	Acct # 30469...	20001 · *Accou...	-1,812.00	86,147.80
Bill Pmt -Check	05/10/2023	3724	McPherson & Newla...	Policy # VFN...	20001 · *Accou...	-9,205.45	76,942.35
Bill Pmt -Check	05/10/2023	3725	Selective Insurance ...	Acct #851-84...	20001 · *Accou...	-250.00	76,692.35
Bill Pmt -Check	05/10/2023	3726	Fire Apparatus Repa...	Inv#17258 &1...	20001 · *Accou...	-4,437.41	72,254.94
Bill Pmt -Check	05/10/2023	3727	New Jersey Fire Eq...	Inv# 68994	20001 · *Accou...	-3,285.15	68,969.79
Bill Pmt -Check	05/10/2023	3728	M&W Communicatio...	Inv# 309758 ...	20001 · *Accou...	-4,141.21	64,828.58
Bill Pmt -Check	05/10/2023	3729	Boni Tire & Auto Ser...	Inv#63138	20001 · *Accou...	-299.72	64,528.86
Bill Pmt -Check	05/10/2023	3730	Richard M. Braslow, ...	Inv# 04010	20001 · *Accou...	-60.00	64,468.86
Bill Pmt -Check	05/10/2023	3731	Joe Hornsby	Car Wash	20001 · *Accou...	-14.91	64,453.95
Bill Pmt -Check	05/10/2023	3732	Flemington Departm...	Inv# 82551 & ...	20001 · *Accou...	-1,583.20	62,870.75
Bill Pmt -Check	05/10/2023	3733	Verizon	842068896-0...	20001 · *Accou...	-465.14	62,405.61
Bill Pmt -Check	05/10/2023	3734	County Of Hunterdon	Acct ID: EAM...	20001 · *Accou...	-375.92	62,029.69
Bill Pmt -Check	05/10/2023	3735	Amwell Valley Fire Co.	May Rent	20001 · *Accou...	-800.00	61,229.69
<b>Total 1001 · Cash-Checking</b>						-26,730.11	61,229.69
<b>1005 · Cash-CDS</b>							82,746.29
<b>Total 1005 · Cash-CDS</b>							82,746.29
<b>11000 · *Accounts Receivable</b>							0.00
<b>Total 11000 · *Accounts Receivable</b>							0.00
<b>1100 · Accounts Receivable - Audit</b>							0.00
<b>Total 1100 · Accounts Receivable - Audit</b>							0.00
<b>12000 · Undeposited Funds</b>							0.00
<b>Total 12000 · Undeposited Funds</b>							0.00
<b>12100 · Inventory Asset</b>							0.00
<b>Total 12100 · Inventory Asset</b>							0.00
<b>2000 · Accounts Receivable</b>							0.00
<b>Total 2000 · Accounts Receivable</b>							0.00
<b>2001 · Prepaid Insurance</b>							0.00
<b>Total 2001 · Prepaid Insurance</b>							0.00
<b>2500 · Capital Assets</b>							1,880,364.37
<b>Total 2500 · Capital Assets</b>							1,880,364.37
<b>2551 · Accumulated Depreciation</b>							-874,198.16
<b>Total 2551 · Accumulated Depreciation</b>							-874,198.16

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

Type	Date	Num	Name	Memo	Split	Amount	Balance	
<b>20001 - *Accounts Payable</b>								
Bill	05/10/2023		AmTrust North Amer...	Acct # 30469...	5005 - Insurance	-1,812.00	0.00	
Bill Pmt -Check	05/10/2023	3723	AmTrust North Amer...	Acct # 30469...	1001 - Cash-C...	1,812.00	-1,812.00	
Bill	05/10/2023		McPherson & Newla...	Policy # VFN...	-SPLIT-	-9,205.45	0.00	
Bill Pmt -Check	05/10/2023	3724	McPherson & Newla...	Policy # VFN...	1001 - Cash-C...	9,205.45	-9,205.45	
Bill	05/10/2023		Selective Insurance ...	Acct #851-84...	5005 - Insurance	-250.00	0.00	
Bill Pmt -Check	05/10/2023	3725	Selective Insurance ...	Acct #851-84...	1001 - Cash-C...	250.00	-250.00	
Bill	05/10/2023		Fire Apparatus Repa...	Inv#17258 &1...	-SPLIT-	-4,437.41	0.00	
Bill Pmt -Check	05/10/2023	3726	Fire Apparatus Repa...	Inv#17258 &1...	1001 - Cash-C...	4,437.41	-4,437.41	
Bill	05/10/2023		New Jersey Fire Eq...	Inv# 68994	5030 - Uniforms	-3,285.15	0.00	
Bill Pmt -Check	05/10/2023	3727	New Jersey Fire Eq...	Inv# 68994	1001 - Cash-C...	3,285.15	-3,285.15	
Bill	05/10/2023		M&W Communicatio...	Inv# 309758 ...	-SPLIT-	-4,141.21	0.00	
Bill Pmt -Check	05/10/2023	3728	M&W Communicatio...	Inv# 309758 ...	1001 - Cash-C...	4,141.21	-4,141.21	
Bill	05/10/2023		Boni Tire & Auto Ser...	Inv#63138	5010 - Maintal...	-299.72	0.00	
Bill Pmt -Check	05/10/2023	3729	Boni Tire & Auto Ser...	Inv#63138	1001 - Cash-C...	299.72	-299.72	
Bill	05/10/2023		Richard M. Braslow, ...	Inv# 04010	5050 - Account...	-60.00	0.00	
Bill Pmt -Check	05/10/2023	3730	Richard M. Braslow, ...	Inv# 04010	1001 - Cash-C...	60.00	-60.00	
Bill	05/10/2023		Joe Hornsby	Car Wash	5010 - Maintal...	-14.91	0.00	
Bill Pmt -Check	05/10/2023	3731	Joe Hornsby	Car Wash	1001 - Cash-C...	14.91	-14.91	
Bill	05/10/2023		Flemington Departm...	Inv# 82551 & ...	5030 - Uniforms	-1,583.20	0.00	
Bill Pmt -Check	05/10/2023	3732	Flemington Departm...	Inv# 82551 & ...	1001 - Cash-C...	1,583.20	-1,583.20	
Bill	05/10/2023		Verizon	Acct # 84206...	-SPLIT-	-465.14	0.00	
Bill Pmt -Check	05/10/2023	3733	Verizon	Acct # 84206...	1001 - Cash-C...	465.14	-465.14	
Bill	05/10/2023		County Of Hunterdon	Acct ID: EAM...	5031 - Utilities	-375.92	0.00	
Bill Pmt -Check	05/10/2023	3734	County Of Hunterdon	Acct ID: EAM...	1001 - Cash-C...	375.92	-375.92	
Bill	05/10/2023		Amwell Valley Fire Co.	May Rent	-SPLIT-	-800.00	0.00	
Bill Pmt -Check	05/10/2023	3735	Amwell Valley Fire Co.	May Rent	1001 - Cash-C...	800.00	-800.00	
Total 20001 - *Accounts Payable							0.00	0.00
<b>20000 - Accounts Payable - Audit</b>								
Total 20000 - Accounts Payable - Audit							0.00	0.00
<b>2002 - Lease Payable</b>								
Total 2002 - Lease Payable							-63,487.48	-63,487.48
<b>2080 - Reserve for LOSAP</b>								
Total 2080 - Reserve for LOSAP							0.00	0.00
<b>2600 - Accounts Payable</b>								
Total 2600 - Accounts Payable							0.00	0.00
<b>1020 - Reserve for pre year</b>								
Total 1020 - Reserve for pre year							0.00	0.00
<b>1021 - Starting Balance</b>								
Total 1021 - Starting Balance							0.00	0.00

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

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>3000 · Net Investment in Capital Asset</b>							-942,679.00
Total 3000 · Net Investment in Capital Asset							-942,679.00
<b>30000 · Opening Balance Equity</b>							0.00
Total 30000 · Opening Balance Equity							0.00
<b>3001 · Restricted Funds - Capital</b>							-41,309.84
Total 3001 · Restricted Funds - Capital							-41,309.84
<b>32000 · Unrestricted Net Assets</b>							-222,613.11
Total 32000 · Unrestricted Net Assets							-222,613.11
<b>4000 · Interest Earned</b>							-23.15
Total 4000 · Interest Earned							-23.15
<b>4010 · Fire Grant state of NJ</b>							0.00
Total 4010 · Fire Grant state of NJ							0.00
<b>4020 · Fire Tax Township</b>							0.00
Total 4020 · Fire Tax Township							0.00
<b>4025 · Other Miscellaneous Income</b>							0.00
Total 4025 · Other Miscellaneous Income							0.00
<b>5066 · Insurance Refund</b>							0.00
Total 5066 · Insurance Refund							0.00
<b>50000 · Cost of Goods Sold</b>							0.00
Total 50000 · Cost of Goods Sold							0.00
<b>5000 · Meeting ads, Election Ads</b>							0.00
Total 5000 · Meeting ads, Election Ads							0.00
<b>5001 · Advertising</b>							20.88
Total 5001 · Advertising							20.88
<b>5005 · Insurance</b>							6,323.00
Bill	05/10/2023		AmTrust North Amer...	Workers Com...	20001 · *Accou...	1,812.00	8,135.00
Bill	05/10/2023		McPherson & Newla...	Policy # VFN...	20001 · *Accou...	0.00	8,135.00
Bill	05/10/2023		McPherson & Newla...	Renewal Insta...	20001 · *Accou...	9,205.45	17,340.45
Bill	05/10/2023		Selective Insurance ...	Surety Bond	20001 · *Accou...	250.00	17,590.45
Total 5005 · Insurance						11,267.45	17,590.45



East Amwell Township Board of Fire Commissioners

05/10/23  
Accrual Basis

General Ledger  
As of May 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance		
<b>5010 · Maintenance and repairs</b>									
Bill	05/10/2023		Fire Apparatus Repa...	Repair to foa...	20001 · *Accou...	2,987.41	9,724.75		
Bill	05/10/2023		Fire Apparatus Repa...	Perform Chas...	20001 · *Accou...	1,450.00	12,712.16		
Bill	05/10/2023		M&W Communicatio...	Inv# 309758 ...	20001 · *Accou...	0.00	14,162.16		
Bill	05/10/2023		M&W Communicatio...	Apple IPAD D ...	20001 · *Accou...	4,014.00	14,162.16		
Bill	05/10/2023		M&W Communicatio...	Replace Ante...	20001 · *Accou...	127.21	18,176.16		
Bill	05/10/2023		Boni Tire & Auto Ser...	Service engin...	20001 · *Accou...	299.72	18,303.37		
Bill	05/10/2023		Joe Hornsby	Car Wash for ...	20001 · *Accou...	14.91	18,603.09		
Bill	05/10/2023		Verizon	Acct # 84206...	20001 · *Accou...	0.00	18,618.00		
Total 5010 · Maintenance and repairs							8,993.25	18,618.00	
<b>5020 · Supplies</b>									
Total 5020 · Supplies								906.46	906.46
<b>5025 · Training and fire prevention</b>									
Total 5025 · Training and fire prevention								0.00	0.00
<b>5030 · Uniforms</b>									
Bill	05/10/2023		New Jersey Fire Eq...	1-Set Fire -De...	20001 · *Accou...	3,285.15	218.59		
Bill	05/10/2023		Flemington Departm...	16 - Pairs of B...	20001 · *Accou...	1,583.20	3,503.74		
Total 5030 · Uniforms							4,868.35	5,086.94	
<b>5031 · Utilities</b>									
Bill	05/10/2023		County Of Hunterdon	Gas & Diesel	20001 · *Accou...	375.92	1,441.42		
Total 5031 · Utilities							375.92	1,817.34	
<b>5032 · Information Technology</b>									
Total 5032 · Information Technology								0.00	0.00
<b>5033 · Rent</b>									
Bill	05/10/2023		Ammwell Valley Fire Co.	May Rent	20001 · *Accou...	0.00	3,200.00		
Bill	05/10/2023		Ammwell Valley Fire Co.	May Rent	20001 · *Accou...	800.00	3,200.00		
Total 5033 · Rent							800.00	4,000.00	
<b>5037 · Elections</b>									
Total 5037 · Elections								0.00	0.00
<b>5040 · Health and Safety</b>									
Total 5040 · Health and Safety								0.00	0.00
<b>5050 · Accounts, Lawyers, Admin Fees</b>									
Bill	05/10/2023		Richard M. Braslow, ...	Attorney Lette...	20001 · *Accou...	60.00	0.00		
Total 5050 · Accounts, Lawyers, Admin Fees							60.00	60.00	
<b>5055 · Outside Services</b>									
Total 5055 · Outside Services								0.00	0.00

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

Type	Date	Num	Name	Memo	Split	Amount	Balance
5062 · Capital Appropriations							33,679.12
Total 5062 · Capital Appropriations							33,679.12
5063 · LOSAP Service Award							26,695.38
Total 5063 · LOSAP Service Award							26,695.38
5064 · Informational Services							772.84
Bill	05/10/2023		Verizon	Monthly servi...	20001 · *Accou...	465.14	1,237.98
Total 5064 · Informational Services						465.14	1,237.98
5065 · Equipment							10,257.84
Total 5065 · Equipment							10,257.84
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 acmnt							0.00
Total no acmnt							0.00
<b>TOTAL</b>						<b>0.00</b>	<b>0.00</b>