

**Board of Fire Commissioners
District 2, Howell Township Fire Company No. 1
Adelphia, NJ 07710**

August 3, 2009

REGULAR MEETING

Notice of time, date, location and agenda of the meeting, to the extent then known, was duly published in accordance with the requirements of the "Open Public Meeting Act" at least 48 hours in advance of this meeting by posting and by publication in the official newspapers of the district.

The meeting was called to order by Chairman Harry Carter, at 8:05 PM.

A Roll call was taken showing George Patten, Frank Biddle, III, Harry Carter, and Doug Howlett present. Also in attendance was Joseph Youssof, Board Attorney. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by Doug Howlett and seconded by George Patten; to approve the minutes of the last meeting held on July 6, 2009, motion carried.

The following Vouchers have been submitted for payment.

VOUCHE	LINE #	VENDOR	AMOUNT
2616	A11-2	E. J. Schuster's Office Supplies	1,557.42
2617	A12-3	Absolute Fire Protection Company, Inc.	753.42
2618	A12-3	A. R. Communications	147.30
2619	A12-3	Edwards Tire Company, Inc.	45.95
2620	A12-3	Brice's Auto Supply, Inc.	114.86
2621	A12-3	G & L Lawn Service, Inc.	725.00
2622	A12-3	New Jersey Emergency Vehicles	6,271.42
2623	A12-3	Seely Equipment & Supply	265.88
2624	A12-3	Sound Billing	156.97
2625	A12-3	TASC Fire Apparatus, Inc.	175.00
2626	A12-3	TEAM Life, Inc.	464.90
2627	A12-4	Access Health Systems	2,570.00
2628	A12-6	Pedroni Fuel Company	1,082.75
2629	A12-8	JCP&L	2,114.23
2630	A12-8	N. J. Natural Gas	117.89
2631	A12-8	N. J. American Water Co.	546.39
2632	A12-8	Nextel Communications	807.50
2633	A12-8	Verizon	267.04
2634	A12-10	Continental Fire & Safety, Inc.	1,650.00
2635	A12-10	Freehold Cartage, Inc.	118.90
2636	A12-10	Sakoutis Brothers Disposal	75.00

2637	A12-13	Jersey Coast Fire Equipment, Inc.	445.00
2638	A12-4	Jack A. Purvis, AIA	1,280.00
Electronic	A9-1	Payroll by Paychex (for 7-31-09)	2,920.50
Electronic	A9-1	Tax Pay by Paychex (for 7-31-09)	569.55
Electronic	A9-1	Paychex fee (deducted 8-10-09)	99.29
Electronic	A9-1	July 2009 New Jersey Pension Payment	159.30
		Total	\$25,501.46

A resolution of the Board of Fire Commissioners of District 2, Howell Township was passed authorizing the payment of vouchers. The resolution was offered by George Patten, seconded by Doug Howlett, and a roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	absent
Doug Howlett	yes

The resolution, which was duly adopted on this day, is attached to minutes.

Communications

We received several e-mails from the State Division of Pensions, which will be on file. We also received several e-mails from the State GovConnect, which will be on file. We received a renewal questionnaire from VFIS for our Accident and Sickness Policy, which ends November 1, 2009. George said that he will fill this form out and fax it back to VFIS this week. We received a Certificate of Liability Insurance for J. Ford Electric. We received a past due statement from Pine Belt Chevrolet for \$70.81. George called them on July 10, 2009 to tell them that this charge is for tax and we do not pay tax. We received an invoice from Clean Air Company for our annual exhaust system inspection. The invoice total was for \$716.00 with a 100% discount. They gave us this discount in return for a letter stating how much we liked the Plymovent Exhaust System. Harry was writing this letter to Clean Air this week. We received our quarterly statement for our escrow account from TD Bank. Our balance as of June 30, 2009 was \$2,570.79.

The Howell Township Police have requested the use of our meeting room on August 13, 2009 for an all day seminar. A Motion was made by George Patten and seconded by Doug Howlett, granting this request. Motion passed.

Let the minutes reflect that Tom Ward is now present at the meeting.

Legal

Joe read the resolution, from July 6, 2009, regarding the use of this Fire Station for work on private vehicles. This resolution was adopted at our July 6, 2009 meeting. Joe read a second resolution which he was asked to prepare. This resolution is concerns the regulating of LOSAP points. A Firefighter is not to be given credit for a call which he responds to with another Emergency Organization. This resolution was offered by Harry Carter and seconded by George Patten. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Joe read 2 letters, one from Jack A. Purvis, and one from BurMarc Construction. It seems that we are at a standstill with BurMarc because of monies they say we owe them. Jack's letter states that the change orders are to be adjusted and signed before he will make pay applications.

Chief's Report

Chief Wayne Gravatt gave his report for the month of July, 2009. Wayne told the Board that the specs are very close to being completed for the New Fire Truck. The Board and Joe said that if they receive the final specs the first week in September, that we should be able to receive bids by the last week in September. A resolution was offered by Tom Ward and seconded by Harry Carter, authorizing Joe to go out to bid for the New Fire Truck. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Joe said that as of now, the date to receive bids would be September 29, 2009 at 1:00 PM.

Committees

George read the minutes from the E-Board meeting, which he attended on July 23, 2009. Frank and Tom were unavailable to attend this meeting. George said that the E-Board went into Executive Session to discuss matters related to the Non-Administrative employee contract. This contract ends on December 31, 2009. The E-Board hopes to have a new contract in place by the end of the year. The Joint Board would have to vote on the new contract before it could take effect.

Frank gave a report on the trucks with all trucks running well. Frank also said that some of the pump tests were completed on July 18, 2009. The Company performing the tests had some problems with their equipment and came back on August 1, 2009 to complete them. All trucks passed the tests performed by Fire One. Frank also said that he has been trying to set up a retest for the Aerial Truck, but has not had any luck at this time.

Old Business

George said that three Firefighters have not taken the annual Firefighter physical. They can still get one at Family Practice of Central Jersey. George also stated that the CMX engineer has not completed the tower plans for the Township of Howell.

New Business

George said that the UPS that runs the computer has been failing. A new UPS, from E. J. Schuster's, would around \$200.00. Bill Goffe said that this was a good price and that the old one is most likely past its life expectancy. A resolution was offered by Harry Carter and seconded by Tom Ward, to allow George to purchase the new UPS from E. J. Schuster's. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Frank said that 19-2-78 has been having a problem with the water gauge lights on the side of the cab. The current lights are halogen and seem to be too hot. The lights crack the lenses and then water gets into the housing and blows the bulb. We have gone through several sets of lenses and bulbs. Frank would like to replace these lights with led lights. The price for the eight new lights would be \$841.00 from Kaldor. A resolution was offered by George Patten and seconded by Tom Ward, to allow Frank to purchase these lights from Kaldor. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Frank said that we have received a quote from the Clean Air Company for the installation of a vehicle exhaust system at the New Fire Station. The quote is for \$24,114.36. Frank said that the Clean Air Company is working to renew its State Contract for the installation of this Exhaust System. No action was taken at this time.

George said that Mike has received his new cell phone and it is working at this time. George also said that Pickwick came and repaired the water system at the New Fire Station, and all the work was on warranty. George also stated that the air conditioning was repaired in the Radio Room and that parts are on order to repair the air conditioning in the Meeting Room.

George said that the Nextel bill this month has an extra charge of \$152.40 for overage on texting. A very long discussion was had on texting versus direct connect. The Chief's said that hardly anyone uses the direct connect anymore and that unlimited texting is the way to go. George said that he will look into different services and report back at the September meeting.

A resolution was made to go into Executive Session to discuss matters related to the Non-Administrative employee contract for the Fire Bureau at 9:40 PM. This resolution was made by Frank Biddle and seconded by Tom Ward. A roll call vote was taken.

Harry Carter	yes
George Patten	yes

Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

A resolution was made to come out of Executive Session at 9:50 PM. This resolution was offered by Frank Biddle and seconded by Tom Ward. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

With no further business to come before the Board, the meeting was adjourned at 9:50 PM.