

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

August 1, 2016

**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 8:00 PM.

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

A motion was made by Doug Howlett and seconded by Tom Ward; to approve the minutes of the last meeting held on July 11, 2016, motion carried.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
2104	A12-1	Asbury Park Press	506.50
2105	A12-3	Allied Diesel Service	51.70
2106	A12-3	Brice's Auto Supply, Inc.	55.83
2107	A12-3	FF1 Professional Safety Services	116.46
2108	A12-3	G & L Lawn Service, Inc.	800.00
2109	A12-4	Access Health Systems	4,195.00
2110	A12-4	NetLink	199.00
2111	A12-8	JCP&L	1,650.24
2112	A12-8	N. J. American Water	359.13
2113	A12-8	N. J. Natural Gas	168.50
2114	A12-8	Verizon	377.43
2115	A12-8	Verizon Communications	65.81
2116	A12-8	Verizon Wireless	647.90
2117	A12-9	N. J. American Water	6,900.30
2118	A12-9	N. J. American Water	7,719.70
2119	A12-10	Freehold Cartage, Inc.	118.90
2120	A12-10	Sakoutis Brothers Disposal	75.00
2121	A12-6	Pedroni Fuel Co.	353.02
Electronic	A9-1	Payroll by Paychex (for July, 2016)	2,866.78
Electronic	A9-1	Tax Pay by Paychex (for July, 2016)	577.37
Electronic	A9-1	Paychex Fee (deducted 08-10-16)	132.04

Electronic	A9-1	July 2016 N. J. Pension Payment	205.20
		Total	\$28,141.81

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 Thomas Ward, seconded by George Patten, and a roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
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 sales order confirmation, from The Knox Company, for the Knox Box we ordered for the New Rescue Pumper. We received a statement, from the New Jersey Motor Vehicle Services, for all abstract lookups completed in June, 2016. We received a Permanent Training Facility ID number from the New Jersey Division of Fire Safety. This number is F00459. We also received an Eligible Organization ID number from the New Jersey Division of Fire Safety. That number is E00331. These ID numbers are for the classroom located at the Route 33 Fire Station.

We received an Affidavit of Publication, from the Asbury Park Press, for the publication of our Notice of Public Sale of Real Estate for the three acre piece of property just east of the Route 33 Fire Station. The public sale of this property will be held on August 2, 2016, at 2:00 PM, at the Route 33 Fire Station. We received a second Affidavit of Publication, from the Asbury Park Press, for the publication of our Synopsis of Audit for the year ended December 31, 2015. All publication charges were paid in this evenings bills.

### **Legal**

Joe handed out the resolution titled Participation in the New Jersey State Firefighter Certification Program. This resolution was approved at the May 2, 2016 meeting. Joe also passed out a second resolution titled Authorizing the Sale of Real Estate No Longer Needed for Public Use. This resolution was approved at the July 11, 2016 meeting. The next document Joe passed out, was a Confidential Legal Memorandum. This document concerns the sale of real estate and the property just east of the Route 33 Fire Station. The last thing Joe had was the notice that was advertised in the Asbury Park Press. Joe said that the Public Sale will take place on August 2, 2016, at 2:00 PM, at the Route 33 Fire Station. He reminded the Board that no actions can take place on the sale of this property until the next Board of Fire Commissioners meeting, which is September 12, 2016.

Joe said that we received the Audit Report, from Robert Hulsart and Company, for the year ended December 31, 2015. The Audit states that there are no recommendations and the Audit is clean. Joe asked for a resolution accepting the Audit. A resolution was offered by Frank Biddle III and seconded by Tom Ward, accepting the Audit Report for the year ended December 31, 2015. A roll call vote was taken.

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

This concluded this evenings Legal Report.

### **Chief's Report**

Chief Michael Banasz gave his incident report for the month of July, 2016. Chief Banasz said that he is waiting on prices from four vendors for addition equipment for the New Rescue Pumper. He would like to get this equipment ordered as soon as possible. After some discussion, a resolution was offered by Doug Howlett and seconded by Harry Carter, to let Chief Banasz order this needed equipment from the vendor with the lowest total. A roll call vote was taken.

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

### **Committees**

Frank gave a report on the Executive Board meeting which was held on July 28, 2016. The Bureau has ordered a backup battery for the repeater on the new monopole at the old Fire Bureau Building. The cost associated with this needed backup battery is \$5,396.80. Each Fire Districts share will be \$1079.36. Chief Lewis will let the Districts know when the job is completed so they can cut a check. The funds for this repair are included in each Fire Districts Annual Budget. Each Fire District was asked years ago to include \$5,000.00 for any repairs needed to our radio equipment, into the Annual Fire District Budget. After some discussion, a resolution was offered by Harry Carter and seconded by Doug Howlett, to pay our share of this repair when the job is completed. A roll call vote was taken.

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

Frank also gave a report on the trucks as follows.

- 1) The truck Committee will be going out to complete a final inspection on the New Rescue Pumper on August 7, 2016. The truck should be delivered to the dealer's location sometime around the end of August. The dealer would like to display the truck at the Wildwood Convention in September.
- 2) The Knox Box has been ordered for the New Rescue Pumper.
- 3) 19-2-96 had some driveshaft issues during a driver's training session. Art repaired the problem and the truck is still in service.
- 4) 19-2-90 was having some drivability issues and was taken to Atlantic Detroit Diesel for repair. Frank asked them to take a good look at the radiator while it is there because we are adding coolant from time to time and can smell coolant. They said that they did find a leak around one of the radiator tanks and Frank gave them approval to repair or replace the radiator. The radiator repair alone is a very time consuming repair.

After some discussion, a resolution was offered by Tom Ward and seconded by Doug Howlett, to have 19-2-90 repaired at Atlantic Detroit Diesel. A roll call vote was taken.

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

### **Old Business**

George said that he is looking into the speed of our internet with Verizon. This might end up costing the Board in order to speed the internet up. At the current time, Verizon is providing a free internet drop for the Route 33 Fire Station. The problem is the free drop is also the slowest. George said that he will see what our options might be.

With no further business to come before the Board, the meeting was adjourned at 9:00 PM.