

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

December 7, 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 8:02 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. Also in attendance tonight was Robert Hulsart. 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 November 2, 2009, motion carried.

At this time the meeting agenda was changed for the Introduction of the 2010 Budget. The proposed 2010 Budget was reviewed line by line. Joe read a resolution introducing the 2010 Budget as follows, total budget \$1,612,900.00, less from surplus \$212,900.00, with a total to be raised from taxation of \$1,400,000.00. The tax rate for Fire District #2 for 2010 would be .062. This resolution was offered by Frank Biddle III 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

The meeting returned to the scheduled agenda.

The following Vouchers have been submitted for payment.

VOUCHE	LINE #	VENDOR	AMOUNT
2702	A11-2	New Jersey Motor Vehicle Commission	150.00
2703	A12-2	VFIS	15,871.42
2704	A12-3	Absolute Fire Protection Company, Inc.	4,935.22
2705	A12-3	A. R. Communications	80.00
2706	A12-3	Brice's Auto Supply, Inc.	105.04
2707	A12-3	Electronic Measurement Labs., Inc.	235.00
2708	A12-3	Fire Fighters Equipment Company, Inc.	616.84

2709	A12-3	M&W Communications, Inc.	512.98
2710	A12-3	P. L. Custom	1,677.53
2711	A12-3	TASC Fire Apparatus, Inc.	115.40
2712	A12-4	CNP Fittest of New Jersey, LLC	1,012.50
2713	A12-4	Family Practice of Central Jersey / OHS	130.00
2714	A12-6	Michael Banasz	150.00
2715	A12-6	ESI Equipment, Inc.	158.00
2716	A12-6	Pedroni Fuel Co.	1,093.70
2717	A12-6	Robert Tice	150.00
2718	A12-7	Robert Tice	420.00
2719	A12-7	FDIC 2010	2,685.00
2720	A12-8	Amerigas	1,361.03
2721	A12-8	JCP&L	1,974.48
2722	A12-8	N. J. American Water	164.83
2723	A12-8	N. J. Natural Gas	66.26
2724	A12-8	Verizon	271.33
2725	A12-8	Verizon Wireless	492.20
2726	A12-10	Frank Biddle III	1,375.00
2727	A12-10	EMR Power Systems, LLC	200.00
2728	A12-10	ESI Equipment, Inc.	1,120.00
2729	A12-10	Art Fariello	700.00
2730	A12-10	Freehold Cartage, Inc.	118.90
2731	A12-10	William Goffe	290.00
2732	A12-10	Jersey Coast Fire Equipment Co.	687.45
2733	A12-10	Sakoutis Brothers Disposal	75.00
2734	A12-13	American Uniform & Supply Co.	2,342.00
2735	A12-13	Continental Fire & Safety, Inc.	672.00
2736	A12-13	Fire Fighters Equipment Company, Inc.	11,489.34
2737	A9-1	Wayne Gravatt	250.00
Electronic	A9-1	Payroll by Paychex (for 11-30-09)	2,920.50
Electronic	A9-1	Tax Pay by Paychex (for 11-30-09)	569.55
Electronic	A9-1	Paychex Fees (deducted 12-10-09)	99.29
Electronic	A9-1	November 2009 N. J. Pension Payment	159.30
		Total	\$57,497.09

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 Doug Howlett, and a roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	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 two reports from EMR Power Systems for the service checks completed on both our emergency generators. This work was completed on November 20, 2009. We received our forth payment from the Township of Howell, for the 2009 Fire Taxes. The check, in the amount of \$473,046.87, was received and deposited on November 24, 2009. We received the minutes from the Annual New Jersey State Association of Fire Districts meeting, which was held on September 18, 2009. We also received a notice of the next meeting, to be held on December 5, 2009 at 9:30 AM in Monmouth Junction. We received a signed contract back from ESI Equipment. This contract will be placed on file. We received a second quote for the installation of a fence around the new radio tower at the Route 33 Fire Station. This quote is for a total of \$1,600.00 from All Fenced In. This is the same price that we received from Mr. Fence. We have already told Mr. Fence that he has the job.

We received an e-mail from Verizon confirming that they removed the push to talk feature from our new mobile phones. We received a letter from VFIS for our upcoming renewal for Group Life Insurance. After review, George found that Michael Goffe was still listed. George called VFIS to have Michael removed from our new policy. George received an e-mail stating that they would remove Michael from our new policy. We received Holiday cards from the following Companies, TASC Fire Apparatus, Sakoutis Brothers Disposal and E. J. Schuster Office Supply. We received our boiler Certificate of Inspection, from the State of New Jersey. The date of the inspection was October 7, 2009 and is good for 1 year.

Legal

Joe read over the contract with Crimson Fire for the purchase of the New Fire Engine. Joe handed the contract over to the Board for filing. Joe told the Board that the Bond Company again sent our cancelled bond to the Applegarth Fire District. Joe handed this over to George for filing. Joe told the Board that petitions have to be turned into the Clerk by January 22, 2010. The 2010 Fire Districts Election will be held on February 20, 2010.

The Board asked Joe what we could do with BurMarc. Joe said that we have 2 choices, declare default of the contract and keep the monies we still owe, or sit on it and wait. The Board is still holding \$54,270.27 from BurMarc. BurMarc just needs to complete the punch list. No progress has been made on the punch list since the summer. After a long discussion, Joe was asked to prepare a resolution declaring default if the punch list was not completed by December 31, 2009. Joe was to contact both BurMarc and Jack Purvis. This resolution was offered by Frank Biddle III 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

The Fire Company Membership Committee asked Joe about adding a disclaimer to the Fire Company application. Joe read over this disclaimer and told the Committee that there would be no harm in adding this disclaimer. A lot of discussion followed.

Chief's Report

Chief Wayne Gravatt gave his incident report for the month of November, 2009. The Chief's would like to purchase a new light bar for the 2002 Suburban Chief's car. This car will be turned over to 2nd Assistant Chief Bob Tice on January 1, 2010. The light bar is on State Contract from East Coast Emergency Lighting and the Assistant Engineer will install it. The cost for this Light Bar is \$3,012.25. The Chief's also said that the Freewood Acres Fire Company has a need for the old hose reel that came off of 19-2-74. They are rebuilding their brush truck and would like to add a hose reel to it. A resolution was offered by George Patten and seconded by Tom Ward, granting both the light bar purchase and the donating of the hose reel to Freewood Acres. A roll call vote was taken.

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

Wayne asked the Board if the Chief's can start to purchase items for the New Fire Engine. The mobile radio and the portable radios are on State Contract and in 2010 the prices will be going up. The Chief's would call and get prices and order them from the lowest bidder. A resolution was offered by Harry Carter and seconded by Tom Ward, to purchase the mobile radio and 6 portable radios with chargers off State Contract. 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 from the Executive Board meeting, which was held on November 19, 2009. Frank also gave a report on the trucks. Frank said that 19-2-78 was being serviced at Absolute and 19-2-90 will be going up to for repairs as soon as the Pumper is finished. Frank said that 19-2-85 needs a little work, but will be completed in house.

Old Business

Frank said that we received the approved application for online access from the New Jersey State Motor Vehicle Commission. Frank completed and signed the application and returned it to the State on November 19, 2009.

George said that he would like to pay the New Jersey American Water bill before the end of the year. New Jersey American has yet to correct be bills and we have not paid them since March,

2009. George would calculate what we think we owe them and pay the bill at our January 4, 2010 meeting. They are charging the correct price per hydrant, \$36.53, but are charging for 316 hydrants and we only approved 298. After a brief discussion, the Board approved paying the bill.

New Business

Doug said that he finally received a quote for paving at the Route 524 Fire Station. L&L Paving would complete the repairs and repave the parts of the parking lot needed for \$25,850.00. This is a good price, but we will have to go out to bid in 2010 for completion of this project. Bob Hulsart said that both the paving job and the vehicle exhaust system for the Route 33 Fire Station could come out of the maintenance part of the 2010 Budget.

We received a service contract for the Emergency Generator at the Route 33 Fire Station from EMR Power Systems. This contract would cost \$625.00, which includes 1 major service and 3 service checks. A resolution was offered by George Patten and seconded by Harry Carter to enter into this contract with EMR Power Systems. A roll call vote was taken.

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

We received a report from the Howell Township Fire Bureau for fire inspections at both Fire Stations. There were 2 conditions at the Route 524 Station and 6 conditions at the Route 33 Station that should be taken care of by next year.

George said that it would be a good idea to have a buzzer or door bell installed at the Route 33 Fire Station. Several times someone has tried to contact a person at the Station with little or no response. George asked permission to request a Firefighter's LOSAP funds from Valic. A Firefighter has just gone to the associate list and was not vested. Permission was granted.

With no further business to come before the Board, the meeting was adjourned at 10:11 PM.