

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

December 6, 2010

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 8:04 PM.

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

Chairman Carter changed the order of the meeting so that the Board could go over the 2011 Budget with Robert Hulsart. When all was said and done, the Proposed 2011 Budget was \$12,600.00 more than the 2010 Budget. The proposed 2011 Budget is as follows,

1) Total 2011 Budget	\$1,625,500.00
2) Less from surplus	\$225,500.00
3) Amount to be raised from taxation	\$1,400,000.00

After some discussion, a resolution was offered by George Patten and seconded by Tom Ward adopting the 2011 Budget as stated. A roll call vote was taken.

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

A copy of the adopted Budget, line by line, is attached to these minutes.

Chairman Carter thanked Robert Hulsart for his help with the 2011 Budget and resumed the regular meeting agenda.

A motion was made by Tom Ward and seconded by George Patten; to approve the minutes of the last meeting held on November 1, 2010, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
3034	A11-2	N. J. Motor Vehicle Commission	150.00
3035	A11-2	E. J. Schuster Office Supplies	275.80

3036	A12-2	VFIS	16,976.22
3037	A12-3	A. R. Communications	377.75
3038	A12-3	Brice's Auto Supply, Inc.	373.19
3039	A12-3	Cooper Electric Supply, Inc.	45.78
3040	A12-3	Edwards Tire Company, Inc.	653.16
3041	A12-3	Electronic Measurement Labs, Inc.	175.00
3042	A12-3	G & L Lawn Service, Inc.	200.00
3043	A12-3	Grainger	721.29
3044	A12-3	New Jersey Emergency Vehicles	103.75
3045	A12-3	Sound Billing	62.95
3046	A12-4	CNP Fittest of New Jersey, LLC	1,250.00
3047	A12-4	Family Practice of Central Jersey / OHS	260.00
3048	A12-6	Absolute Fire Protection Company, Inc.	988.00
3049	A12-6	Mike Banasz	150.00
3050	A12-6	Howell Township Public Works	141.64
3051	A12-6	Pedroni Fuel Co.	1,137.25
3052	A12-6	Mike Whitehill	150.00
3053	A12-8	JCP&L	2,067.44
3054	A12-8	N. J. American Water	151.18
3055	A12-8	N. J. Natural Gas	657.39
3056	A12-8	Verizon	287.30
3057	A12-8	Verizon Communications	62.97
3058	A12-8	Verizon Wireless	583.48
3059	A12-9	N. J. American Water	5,369.91
3060	A12-10	Frank Biddle III	1,375.00
3061	A12-10	EMR Power Systems, LLC	200.00
3062	A12-10	ESI Equipment, Inc.	1,750.00
3063	A12-10	Art Fariello	700.00
3064	A12-10	Freehold Cartage, Inc.	118.90
3065	A12-10	William Goffe	290.00
3066	A12-10	Jersey Coast Fire Equipment, Inc.	214.95
3067	A12-10	Sakoutis Brothers Disposal	75.00
3068	A12-13	Continental Fire & Safety, Inc.	3,945.00
3078	A12-4	Jack A. Purvis, AIA	2,000.00
3079	A12-3	Best Electric	407.47
3069	A9-1	Jason Howlett	250.00
Electronic	A9-1	Payroll by Paychex (for 11-30-10)	2,969.10
Electronic	A9-1	Tax Pay by Paychex (for 11-30-10)	569.55
Electronic	A9-1	Paychex fees (deducted 12-10-10)	102.08
Electronic	A9-1	November 2010 N. J. Pension Payment	159.30
		2010 Total	\$48,497.80
		E-9 Capital Project – New Pumper Equipment	
3070	E-9	Absolute Fire Protection Company, Inc.	896.60

3071	E-9	All Hands Fire Equipment	345.24
3072	E-9	Continental Fire & Safety, Inc.	11,771.70
3073	E-9	Campbell Supply Company, LLC	2,822.28
3074	E-9	Crimson Fire	601,755.00
3075	E-9	Knox Company	651.00
3076	E-9	Tasc Fire Apparatus, Inc.	576.12
3077	E-9	Team Life, Inc.	1,777.00
		E-9 Total	\$620,594.94
		Grand Total	\$669,092.74

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 Tom Ward, 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 letter from Motorola stating that they will be separating into two independent, publicly traded companies in the first quarter of 2011. The two companies will be Motorola Mobility and Motorola Solutions. We faxed the Knox Company in order to get a signed voucher for payment. We received two service reports from EMR Power Systems for service checks performed on our Emergency Generators. This work was completed on November 11, 2010. We received an invoice from Clean Air Company for warranty work on the vehicle exhaust system at the Route 33 Fire Station. All work was on warranty and there was no charge.

We received all the paperwork for the new mobile phone, which was ordered by George, to replace Mike Whitehill's damaged phone. The total cost of this phone was \$37.48, and was included in the Verizon Wireless Bill. We received a statement from the New Jersey Motor Vehicle Commission for all activity on our account. We received a Notice to Pay Fee statement from the New Jersey Department of Labor for the inspection of the boiler at the Route 33 Fire Station. This bill, in the amount of \$80.00, was paid in the November 1, 2010 meeting with check #3012. George also certified that the violation was repaired on the Boiler before the Comply by date of November 25, 2010.

We received the minutes from the last New Jersey State Association of Fire Districts meeting, which was held on September 17, 2010 in Wildwood. We also received a notice of the next meeting to be held on December 4, 2010 in Monmouth Junction at 9:30 AM. We received our 4th and final payment for the 2010 Fire Taxes from the Township of Howell. The check, in the amount of \$437,500.00, was received and deposited on November 30, 2010.

Legal

There will be no legal report tonight because Mr. Youssouf is absent.

Chief's Report

Chief Brian Prochnow gave his report for the month of December, 2010. The Chief's would like to purchase the following items.

- 1) One Honda generator with 500 watt light head from Continental Fire & Safety for \$1,428.00.
- 2) One TFT piercing nozzle with shut off from Absolute Fire Protection for \$694.00.
- 3) Two sets of Pro bar/ 6lb. axe combo from Absolute for \$224.00 each.
- 4) Two TFT Play-Pipes with 3 stack tips and valve from Absolute for \$620.00 each.
- 5) One set of three air bags with regulator from ESI Equipment for \$3,800.00.

A resolution was made by George Patten and seconded by Doug Howlett to purchase items 1 thru 5. A roll call vote was taken.

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

Chris Pujat told the Board that the New Phase Selectors and the GPS Opticom have come in. Chris said that Signal Control Products would like to mount a new style GPS Opticom in one of our trucks for a demo. When the demo is over, we would be able to keep the unit at no charge. A motion was made by Tom Ward and seconded by George Patten granting this demo at no cost. Motion passed.

Committees

Frank gave a report on the Executive Board Meeting, which was held on November 18, 2010. Frank gave a report on the trucks as listed below.

- 1) 19-2-74 is at New Jersey Emergency Vehicles for service and repair.
- 2) The New Pumper will be back at Station 2 for lettering this week.
- 3) 19-2-88 was serviced at Jiffy Lube.
- 4) Frank changed both batteries and the alternator in Bob's Chief car.
- 5) Edwards Tire installed new tires on Jason's Chief car.
- 6) The 2 in house Cascade bottles have been sent out for hydro testing.
- 7) The air compressor at Station 2 has stopped working.

Frank asked permission to repair the electric motor, or purchase a new one, for the Station 2 air compressor. A resolution was made by Harry Carter and seconded by Doug Howlett granting Frank's request. A roll call vote was taken.

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

Old Business

George said that we have received some information on the fire hydrants, but the report seems to be lacking a complete list of the hydrants. George said that it looks like they split the hydrants up again on two different accounts. He will try to contact them for some answers.

Doug asked about the heating problems at the Route 33 Fire Station. George said that the Contractor should be here this week to repair the system.

New Business

Frank said that the Board should set up an account with Cooper Electric. The light bulbs that we are purchasing are less expensive at Cooper than Grainger. A motion was made by Doug Howlett and seconded by Tom Ward to set an account up with Cooper. Motion passed.

Frank said that we should put insurance on the New Pumper and get the license plates and registration soon. A resolution was offered by Doug Howlett and seconded by George Patten to get the insurance, license plates and registration for the new 19-2-75. A roll call vote was taken.

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

Chris Pujat said that a New Quik Check with fuel pumps will be going in at the corner of Colts Neck Road and Route 33. With this new store a new traffic light is expected to be going in. Chris said that we should start the process for OPTICOM at the new traffic light.

With no further business to come before the Board, the meeting was adjourned at 9:20 PM.