

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

December 1, 2014

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 November 3, 2014, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
1478	A9-1	Bob Tice	250.00
1479	A12-1	Asbury Park Press	262.50
1480	A12-2	VFIS	13,841.70
1481	A12-3	Barg's Lawn & Garden Shop, Inc.	800.00
1482	A12-3	Batteries Plus Bulbs	32.90
1483	A12-3	Brice's Auto Supply, Inc.	6.13
1484	A12-3	Campbell Supply Co.	160.80
1485	A12-3	Continental Fire & Safety, Inc.	410.00
1486	A12-3	Edwards Tire Company, Inc.	4,134.54
1487	A12-3	Electronic Measurement Laboratories, Inc.	20.00
1488	A12-3	First Priority Emergency Vehicles	14,344.42
1489	A12-3	G & L Lawn Service, Inc. (No Bill, Void)	VOID
1490	A12-3	MyFleetCenter.com	40.48
1491	A12-3	Signal Control Products, Inc.	6,495.00
1492	A12-4	Access Health Systems	115.00
1493	A12-4	Robert A. Hulsart & Co.	2,000.00
1494	A12-4	NetLink	199.00
1495	A12-4	N. J. Commissioner of Labor	80.00
1496	A12-6	Pedroni Fuel Co.	990.55
1497	A12-6	Greg Player	150.00
1498	A12-6	Dan Roth	150.00

1499	A12-7	Timothy McKay	1,095.00
1500	A12-8	JCP&L	1,251.48
1501	A12-8	N. J. American Water	147.93
1502	A12-8	N. J. Natural Gas	1,215.11
1503	A12-8	Verizon	375.83
1504	A12-8	Verizon Communications	61.98
1505	A12-8	Verizon Wireless	612.87
1506	A12-9	N. J. American Water	6,670.80
1507	A12-9	N. J. American Water	6,926.01
1508	A12-10	Frank E. Biddle III	1,375.00
1509	A12-10	Complete Security Systems, Inc.	260.00
1510	A12-10	Art Fariello	700.00
1511	A12-10	Freehold Cartage, Inc.	118.90
1512	A12-10	William Goffe	290.00
1513	A12-10	Sakoutis Brothers Disposal	75.00
1514	A12-13	Continental Fire & Safety, Inc.	1,698.78
1515	A12-13	M & W Communications	577.68
Electronic	A9-1	Payroll by Paychex (for November 2014)	2,872.22
Electronic	A9-1	Tax Pay by Paychex (for November 2014)	579.49
Electronic	A9-1	Paychex Fees (deducted 12-10-14)	121.03
Electronic	A9-1	November 2014 N. J. Pension Payment	197.64
Total			\$71,705.77

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 three Affidavit of Publications from the Asbury Park Press. The first for the publication of the Notice and Invitation to Bidders for One New SCBA Breathing Air Compressor and Refill Station due on November 25, 2014 at 2:00 PM. The second was for the publication of the Notice of Special Meeting for the purpose of gaining voter approval to purchase One New Rescue Pumper not to exceed \$800,000.00. The third was for the publication of Notice of Public Hearing for the proposed 2015 Fire District Budget. We received a service report, from Continental Fire & Safety, for work completed on our Breathing Air Compressor at the Route 524 Fire Station on

November 4, 2014. We received a check, from PennWell, for overpayment of registration fees for FDIC 2015. The check, in the amount of \$697.00, was received and deposited on November 24, 2014. We received a check, from the Township of Howell, for the last payment of the 2014 Fire Taxes. The check, in the amount of \$437,500.00, was received and deposited on November 28, 2014. We received a check, from Glatfelter Claims Management, for the life insurance of Firefighter Kingsley Davison. The check was presented to Kingsley's Wife on November 4, 2014. We received a statement from the New Jersey State Motor Vehicle Services for all abstract retrievals completed in October. We received the minutes from the New Jersey State Association of Fire Districts meeting, which was held on September 12, 2014 in Wildwood. The next meeting will be held on December 6, 2014 at the Howell Fire District # 2 Fire Station at 993 Route 33, at 9:30 AM.

Legal

Joe asked for the minutes of the Bid Opening which was held on November 25, 2014.

The Bid Opening was called to order by Chairman Harry Carter at 2:00 PM on November 25, 2014. Present were Harry Carter, Frank Biddle III, Doug Howlett and Joe Youssouf. Also in attendance was John Bradbury of Continental Fire & Safety. The meeting was turned over to Mr. Youssouf for the opening of bids. Joe said that he had received two bids. The first was from Continental Fire & Safety and was for a total of \$39,985.00. Continental Fire & Safety is from 2740 Kuser Road, Hamilton, New Jersey, 08691. The second bid was from Air Power International and was for \$47,500.00. Air Power International is from 7303 River Road, Pennsauken, New Jersey, 08110. Joe thanked Mr. Bradbury for attending the Bid Opening and stated that the Board would most likely make a decision at the December 1, 2014 regular meeting. The meeting was adjourned at 2:15 PM.

Joe said that he received a call from Air Power International about the unit that Continental Fire & Safety bid as not meeting the specifications. Air Power stated that the unit that they bid far exceeds the specifications. A decision on the purchase of this unit will be tabled for later in this meeting to give time to go over the bids again.

Joe than asked the Clerk to read the minutes from the Special Meeting, which was held just prior to this meeting at 7:30 PM. The purpose of the Special Meeting was to gain voter approval for the proposed purchase of One New Rescue Pumper Fire Engine with a cost not to exceed \$800,000.00. The funds for this purchase are available in Capital Reserve. This meeting was posted at nine locations in the Fire District prior to the meeting. The posted locations were as follows.

- 1) Adelphia Fire House, Route 524 in Adelphia.
- 2) Adelphia Fire House, Route 33 in Howell.
- 3) Italian Deli, Adelphia Farmingdale Road in Howell.
- 4) Wawa Food Store, Route 33 and Howell Road in Howell.
- 5) Adelphia Post Office, Wyckoff Mills Road in Adelphia.
- 6) Allied Diesel Service, Route 33 in Howell.
- 7) Barg's Lawn & Garden Shop, Route 33 in Howell.
- 8) Country Farms Store, Route 524 and Wyckoff Mills Road in Adelphia.
- 9) Pizza Shop, Route 9 and Casino Drive in Howell.

Chairman Harry Carter called the meeting to order at 7:30 PM. Present at the meeting were George Patten, Frank Biddle III, Harry Carter, Tom Ward and Doug Howlett. Also in attendance was Joseph Youssouf, Board Attorney. A sign in sheet was filled out by all registered voters that live in Fire District #2, Howell Township. Chairman Carter turned the meeting over to Mr. Youssouf. Mr. Youssouf asked the voters if they had any questions and there was no response. Joe then read a resolution about the proposed New Rescue Pumper Fire Engine with a cost not to exceed \$800,000.00. Joe again asked the votes if they had any questions about the proposed purchase and there was no response. Joe now asked all the voters in favor of the proposed purchase to say I. All voters in attendance said I. Joe asked all the voters against the proposed purchase to now say I and there was no response. Joe told the Board that the voters have voted to allow the purchase of the proposed New Rescue Pumper Fire Engine. This meeting was adjourned at 7:45 PM.

Joe said that it was time for the Budget Hearing. A motion was made by Tom Ward and seconded by Doug Howlett to open the Budget Hearing for the 2015 Fire District Budget. Motion passed. Joe read the proposed 2015 Fire District Budget as follows.

Total Fire District Budget	\$2,189,700.00
Less from Capital Reserve	-\$800,000.00
Less from Surplus	-\$289,700.00
Amount to be Raised by Taxation	\$1,100,000.00

Chairman Carter asked the Public three times if they had any questions and no response was heard. A motion was made by Doug Howlett and seconded by Tom Ward to close the Budget Hearing. Motion passed.

A resolution was offered by George Patten and seconded by Doug Howlett, adopting the 2015 Fire District Budget as read. A roll call vote was taken.

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

Chief's Report

Chief Bob Tice gave his incident report for the month of November 2014. The Chief asked to purchase the following items.

- 1) Five (5) Apple I Pad Air II, 16GB with Wi-Fi and Cellular, from the Apple Store (Business Solutions) for a total of \$3,080.00.
- 2) Five (5) 2 year Apple Care, from the Apple Store (Business Solutions) for a total of \$445.00.
- 3) Three (3) I Pad Air Smart Case, from the Apple Store (Business Solutions) for a total of \$213.00.
- 4) Verizon Wireless unlimited Data for a total of \$189.95 per month.
- 5) Installation of the five (5) I Pads, which includes docking stations, Bluetooth keyboards, all equipment needed to install in Three (3) Command Vehicles and Two (2) Fire Engines, from Wireless Communications & Electronics for a total of \$8,554.12 on State Contract #81338.

6) Two (2) 12 foot hard suction hoses to replace the defective ones on 19-2-76. Vendor to be determined.

After some discussion, a resolution was offered by George Patten and seconded by Tom Ward, granting the Chief's purchase requests. 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 November 20, 2014. Frank also gave a report on the trucks as follows.

1) 19-2-78 has been serviced and repaired at First Priority and they also replaced the front bumper from the accident. Once they started to work on the truck they found quite a few items that needed to be repaired and replaced. They replaced the rear brakes and also all three air tanks on the truck.

2) 19-2-90 was sent to Absolute for service and repair. It is scheduled to be completed this week.

3) We are having some electrical issues with 2-66's vehicle. It will be going to PL Emergency Vehicles for repair.

4) Frank took 19-2-88 to have new tires installed at Edwards Tire Service.

5) Frank also took the rear tires from 19-2-78 to Edwards Tire Service to be replaced. This was completed while the truck was in the shop at First Priority.

6) Campbell Supply had 19-2-75 weighed and wants to make repairs for the leaning issue. They have been in contact with the engineers at Spartan and will be making the repairs as Spartan recommends. This work is scheduled to be completed during the week of December 15, 2014.

7) First Priority said that Hale is scheduled to make the gear for 19-2-85 sometime in December, 2014.

8) The New Chief's Suburban has been shipped to the dealer and we should see it sometime in January, 2015.

9) Frank picked up the new Quick Vent Saw from Barg's Lawn & Garden Shop.

10) 19-2-68 had new tires installed on his vehicle at Edwards Tire Service.

11) 19-2-68 also had his vehicle serviced at Jiffy Lube.

New Business

George said that we had a surprise inspection from OSHA during the month of November and that we passed and should keep up the good work. We should be receiving a report sometime in December, 2014.

George said that there was a power failure at the Route 33 Fire Station and that the Emergency Generator ran for about 30 hours. JCP&L came out and repaired the transformer that powers the Fire Station.

George also said that the State Boiler Inspector was at the Route 33 Fire Station and completed the annual inspection. We passed the inspection and should be receiving a certificate sometime in December, 2014.

Frank said that the Breathing Air Cylinders from 19-2-90 were sent to Jersey Coast for recertification and will be installed when the truck comes back from Absolute.

During the course of this meeting the Chief's and Commissioner Ward looked over the Bid Specifications and the Bids for the New Breathing Air Compressor and Refill Station. It was decided that the Bid from Continental Fire & Safety does meet the Specification. After some discussion, a resolution was offered by George Patten and seconded by Tom Ward, awarding a contract to Continental Fire & Safety for the supply and installation of One New Mako Breathing Air Compressor and Refill Station for a total of \$39,985.00. 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 9:15 PM.