

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

February 2, 2015

**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 January 5, 2015, motion carried.

George said that the State approved LOSAP increase for 2014 is 1.0%. This would bring the new maximum contribution to \$1,669.00 per Firefighter. A resolution was offered by Frank Biddle III and seconded by Tom Ward; to increase our contribution to the State approved \$1,669.00 per Firefighter. A roll call vote was taken.

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

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
1554	E7	VALIC (LOSAP from 2014 Budget)	66,760.00
1555	A11-1	Monmouth County Treasurer	74.50
1556	A11-2	Shore Business Solutions	200.00
1557	A12-3	A. R. Communications	373.55
1558	A12-3	Barg's Lawn & Garden Shop, Inc.	17.26
1559	A12-3	Brice's Auto Supply, Inc.	51.15
1560	A12-3	Campbell Supply Co.	520.80
1561	A12-3	Cooper Electric Supply Co.	41.97
1562	A12-3	Clean Air Company, Inc.	150.27
1563	A12-10	Fail Safe Testing, Inc.	1,337.50
1564	A12-3	First Priority Emergency Vehicles	526.00
1565	A12-3	Home Depot	215.64

1566	A12-3	Minerva Cleaners	1,176.25
1567	A12-3	Pine Belt	561.02
1568	A12-3	Precision Art, Ltd.	875.00
1569	A12-3	Team Life, Inc.	41.00
1570	A12-3	Underwriters Laboratories, Inc.	410.00
1571	A12-4	Family Practice of CentraState	130.00
1572	A12-4	Netlink	199.00
1573	A12-6	Pedroni Fuel Co.	1,503.43
1574	A12-7	Community Safety Consultants	1,181.00
1575	A12-8	JCP&L	1,406.05
1576	A12-8	N. J. American Water	151.37
1577	A12-8	N. J. Natural Gas	2,865.83
1578	A12-8	Verizon	375.01
1579	A12-8	Verizon Communications	61.98
1580	A12-8	Verizon Wireless	871.08
1581	A12-9	N. J. American Water	6,670.80
1582	A12-9	N. J. American Water	6,926.01
1583	A12-10	Freehold Cartage, Inc.	118.90
1584	A12-10	Sakoutis Brothers Disposal	75.00
1585	A12-3	Batteries + Bulbs	193.66
1586	A12-3	Jersey Coast Fire Equipment, Inc.	162.50
1587	A12-3	First Priority Emergency Vehicles	9,679.12
Electronic	A9-1	Payroll by Paychex (for January 2015)	2,874.72
Electronic	A9-1	Tax Pay by Paychex (for January 2015)	576.99
Electronic	A9-1	Paychex Fee (deducted 02-10-15)	240.28
Electronic	A9-1	January 2015 N. J. Pension Payment	197.64
February 2015 Total			\$43,032.28
Plus 2014 LOSAP			\$66,760.00
Grand Total February 2, 2015			\$109,792.28

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 Doug Howlett, seconded by Harry Carter, 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.

### **Legal**

Joe handed out copies of the Resolution Adopting a Temporary Budget for the Year 2015. This resolution was adopted at the January 5, 2015 meeting. Joe also asked if the Board was ready for the election on February 21, 2015. Frank said that all the poll workers were lined up and we were ready.

Joe said that he has prepared a New Fire Protection Agreement between the Board of Fire Commissioners and the Howell Township Fire Company No. 1. Harry said that we would act on the agreement at the March 2, 2015 meeting.

### **Chief's Report**

Chief Bob Tice gave his incident report for the month of January 2015. Chief Tice gave a report on a Structure Fire in the Villages on January 24, 2015.

### **Committees**

Frank gave a report on the Executive Board meeting, which was held on January 22, 2015. Frank also gave a report on the trucks as follows.

- 1) 19-2-90 is still waiting on the Jack Module from Absolute. Should be in the next week or so.
- 2) First Priority rebuilt two more crosslay valves on 19-2-78 to repair a leak around the pump panel.
- 3) First Priority repaired the generator on 19-2-85.
- 4) 19-2-75 was repaired at Campbell Supply Company for a warranty.
- 5) The Route 33 Fire Station Air Compressor was repaired and serviced by Graga Construction.
- 6) We replaced the right side mirror on 19-2-66's vehicle.
- 7) Frank opened a charge account at Pine Belt in Lakewood.
- 8) The New Chief's Vehicle is still waiting on one item before being delivered.
- 9) Defender was called to make some repairs to 19-2-96.

### **Old Business**

Frank said that we should look into purchasing a pallet of salt. We have used a lot this year and ended up getting some from Home Depot. Tom said that he thinks he knows where we can get a pallet and it should be cheaper than Home Depot. A resolution was offered by Frank Biddle III and seconded by Harry Carter, to purchase a pallet of salt. A roll call vote was taken.

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

Tom said that he would check with the other Commissioners before purchasing from any vendor.

### **New Business**

Frank said that we notified the N. J. American Water Company of an issue we had with Hydrant #232 during a structure fire on January 24, 2015. It took three Firefighters to open the hydrant

and it was leaking around the base during the incident. George has been in contact with Christine at N. J. American via e-mails.

George said that we were notified by the Township of Howell to schedule an inspection of the Backflow Preventer on the boiler at the Route 33 Fire Station. George said that the inspection was completed today by Hughes Environmental and we passed.

Frank said that we received an agreement, from the New Jersey Motor Vehicle Commission, for the use of the Online Customer Abstract Information Retrieval System. The State is changing the policy from renewing every five years to renewing every year. Frank said that he filled out the new agreement and mailed it back on January 19, 2015.

We received a contract, from G & L Lawn Service, for the lawn maintenance at the Route 33 Fire Station. G & L's prices have been steady for many years and the Board is happy with the work. We have not had any luck obtaining any other prices in the past. After some discussion, a resolution was offered by Harry Carter and seconded by Doug Howlett, to enter into a lawn maintenance contract with G & L Lawn Service for 2015. A roll call vote was taken.

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

We received an e-mail from VFIS about two new optional coverage's which will be added to our Property and Casualty policy unless we opt out before the renewal date of June 3, 2015. These options are Auto Liability for \$550.00 and General Liability for \$250.00. After some discussion, a motion was made by Harry Carter and seconded by Tom Ward, to opt out of these options. Motion passed. George said that he has made changes to Property Insurance. We have deleted coverage for the old kitchen behind the Morten Building at the Route 524 Fire Station. This Building was torn down in 2014. We have also deleted coverage for the old garage by the fuel tanks at the Route 524 Fire Station. This building was also torn down in 2014. We added coverage for the new shed installed on the site of the old garage with a value of \$10,000.00.

George said that two Firefighters went to the associate list at the end on 2014. These two Firefighters were not vested in the LOSAP program and we will start the process to retrieve the LOSAP funds.

With no further business to come before the Board, the meeting was adjourned at 9:15 PM.