

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

January 3, 2011

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 Joseph Youssouf, Board Attorney. Joe arrived at 8:40 PM.

A motion was made by Doug Howlett and seconded by Tom Ward; to approve the minutes of the last meeting held on December 6, 2010, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
3080	A12-1	Asbury Park Press	67.40
3081	A12-2	VFIS	1,368.20
3082	A12-3	Allied Diesel Service	1,092.55
3083	A12-3	Frank Biddle III	61.94
3084	A12-3	Brice's Auto Supply, Inc.	367.85
3085	A12-3	Cooper Electric Supply Co.	242.22
3086	A12-3	Edwards Tire Company, Inc.	152.11
3087	A12-3	ESI Equipment, Inc.	25,916.00
3088	A12-3	G & L Lawn Service, Inc.	350.00
3089	A12-3	M & W Communications, Inc.	825.00
3090	A12-3	New Jersey Emergency Vehicles	7,133.76
3091	A12-3	Signal Control Products, Inc.	14,650.00
3092	A12-3	Sound Billing	80.90
3093	A12-3	Tasc Fire Apparatus, Inc.	49.33
3094	A12-4	Robert A. Hulsart & Co.	2,000.00
3095	A12-4	Joseph D. Youssouf, Esq.	6,680.00
3096	A12-6	Pedroni Fuel Co.	921.11
3097	A12-8	Amerigas	4,197.42
3098	A12-8	JCP&L	1,552.47
3099	A12-8	N. J. American Water	214.56
3100	A12-8	N. J. Natural Gas	2,147.36

3101	A12-8	Verizon	299.47
3102	A12-8	Verizon Communications	62.97
3103	A12-8	Verizon Wireless	538.05
3104	A12-9	N. J. American Water	13,110.56
3105	A12-9	N. J. American Water	6,308.19
3106	A12-10	Complete Security Systems, Inc.	105.00
3107	A12-10	Emanon Consulting, LLC	295.00
3108	A12-10	Freehold Cartage, Inc.	118.90
3109	A12-10	Jersey Coast Fire Equipment, Inc.	245.95
3110	A12-10	Sakoutis Brothers Disposal	75.00
3111	A12-13	Motorola	135.00
3112	A12-13	Wildland Warehouse	682.00
3114	A12-7	Penn Well – FDIC 2011	2,300.00
Electronic	A9-1	Payroll by Paychex (for 12-31-10)	2,966.88
Electronic	A9-1	Tax Pay by Paychex (for 12-31-10)	523.17
Electronic	A9-1	Paychex fees (deducted 01-10-11)	102.08
Electronic	A9-1	December 2010 N. J. Pension Payment	3,739.30
		2010 Total	\$101,677.70
		E-9 Capital – New Pumper Equipment	
3113	E-9	Campbell Supply Company, LLC	1,444.00
		E-9 Total	\$1,444.00
		Grand Total	\$103,121.70

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 an Annual Fire Prevention Inspection Report, from the Howell Fire Bureau, stating that we need to install a Truss Roof sign on the front of the Route 33 Fire Station and also replace one fire extinguisher, which is out of date. This report included several repairs needed at the Route 524 Fire Station. A copy of this report was forwarded to the Fire Company. We received a letter from Tasc Fire Apparatus, stating that they have relocated to South River, New Jersey. We received an e-mail from Pam Brown, from VFIS, stating that she added the new 19-2-75 to our Auto Policy effective December 7, 2010.

We received a notice, from the New Jersey Motor Vehicle Commission, stating that the annual administrative fee of \$150.00 is due by January 31, 2011. This fee was paid back at our December, 2010 meeting and we should be good till January of 2012. We received the Affidavit of Publication, from the Asbury Park Press, for the publication of this evenings Budget Hearing. We received Holiday wishes from the following vendors, Tasc Fire Apparatus, Access Health Systems, VFIS, Sakoutis Brothers Disposal, E. J. Schuster Office Supplies, and Fail Safe Testing. We also received the Title for the New Pumper from Campbell Supply. Doug said that he would go to Motor Vehicle this week and get the Title, Registration and License Plates for the New 19-2-75.

Chief's Report

Chief Brian Prochnow gave a report for the Year of 2010. A quick summary of this report was 459 calls, 23 drills and 15 wash details. The Chief's asked about the possibility of installing a snow plow on 19-2-88. With all the snow this year, and having two Fire Stations to clear, it has been very difficult and almost impossible at times to keep up with Mother Nature. The Board discussed this request, but did not come to any decision. Frank said that he would ask around to get a price for a snow plow with installation.

Committees

Tom Ward gave a report from the Executive Board Meeting, which was held on December 16, 2010. Frank gave a report on the Districts Equipment as follows,

- 1) 19-2-74 was repaired at New Jersey Emergency Vehicles.
- 2) Edwards Tire replaced one blown out tire on the Bus.
- 3) Frank purchased two more air regulators for the air drops at the Route 33 Fire Station.
- 4) The Route 33 Fire Station Air Compressor Motor was replaced by Doug.
- 5) Chief Prochnow's siren was repaired at New Jersey Emergency Vehicles.
- 6) A part to repair the defrosters in 19-2-98 is on order.
- 7) We replaced one bad battery in Chief Howlett's vehicle.

Legal

Joe opened the Public Hearing for the 2011 Fire District Budget. Joe read the 2011 Budget Resolution as it was prepared at the December 6, 2010 meeting. The tax rate for the 2011 Budget will be \$0.062. Chairman Carter asked for public comment three times, with no response. A resolution was offered by George Patten and seconded by Frank Biddle, to close the Public Hearing. A roll call vote was taken.

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

A resolution was offered by George Patten and seconded by Frank Biddle, adopting the 2011 Budget as read. 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

Joe said that the deadline for filing to run for Commissioner is January 24, 2011. Frank said that he would call Joe and give him the Names of anyone that turns in a Petition. As of now only George Patten has turned in his Petition. Joe reminded Frank to pick up the keys for the voting machine on Friday February 18, 2011 by 4:30 PM.

Old Business

George said that New Jersey American Water has finally figured out the Fire Hydrant Bill. N. J. American Water has agreed on the total of 300 Fire Hydrants. They did split the Fire Hydrants back into two accounts, but the total is correct and the price for each hydrant is also correct.

George said that we are still having problems with the heat at the Route 33 Fire Station, even after it was repaired. George has set up a meeting with the Heat Contractor for January 4, 2011. George also said that he met with the Architect today, and they agreed that BurMarc seems to be 100% completed. George said that he will work on getting back our escrow monies this week.

We received a contract from G & L Lawn Service for the Route 33 Fire Station. Frank asked Joe if we were allowed to option a second year on the 2010 contract, or would we have get three prices as we have in the past. Joe said that we would have to get three prices again. This contract will be acted on at a latter date.

George said that he filled out the paperwork for the boiler repair at the Route 33 Fire Station and both faxed and mailed it to the Department of Labor and Workforce Development. The comply date for these repairs was January 9, 2011. George also said that he filled out and mailed the credit application for Cooper Electric Supply Company. George gave a copy of both the boiler repair paperwork and the credit application to the Clerk for filing.

New Business

We received a contract, from EMR Power Systems, for the year round maintenance and inspection of our emergency generators. The total cost for the 2011 contract would be for \$1,193.50. This contract cover both of our emergency generators. A resolution was offered by George Patten and seconded by Tom Ward, 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

Firefighter Will Patelis asked the Board to fund the EMS training for Firefighters. The cost of this training is \$550.00. This training is not required to be a Firefighter, but a lot of our members complete this training at their own expense. Chief Brian Prochnow spoke on behalf of the

Firefighters and said that this training could only help our members be better prepared for any incident, even to take care of a Firefighter in need. After a brief discussion, a resolution was offered by Doug Howlett and seconded by Harry Carter, to reimburse any Firefighter the cost of this training after they successfully complete it. This would not include any Firefighter that is still on probation. A roll call vote was taken.

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

Bill Goffe turned in the 2010 LOSAP final certification to the Board. Bill said that 54 members were eligible for LOSAP in 2010. George said that we would make this payment at our February 7, 2011 meeting if the State releases the allowed increase by that time.

Frank said that we need to make a temporary Budget to carry us to our March meeting. Joe said that the temporary Budget is allowed to be 14% of the 2010 operating Budget or \$141,218.00. A resolution was offered by Harry Carter and seconded by Tom Ward, adopting a temporary Budget of \$141,218.00. 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 9:20 PM.