

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

January 2, 2012

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. 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 December 5, 2011, motion carried. A motion was made by Tom Ward and seconded by Doug Howlett; to approve the minutes of the Special Budget Meeting held on November 30, 2011, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
3467	A12-1	Asbury Park Press	67.00
3468	A12-3	Absolute Fire Protection Company, Inc.	17.00
3469	A12-3	Allied Diesel Service	360.00
3470	A12-3	Barg's Lawn & Garden Shop, Inc.	108.19
3471	A12-3	Brice's Auto Supply, Inc.	191.03
3472	A12-3	Campbell Supply Company, LLC	370.33
3473	A12-3	Cooper Electric Supply Co.	1,124.02
3474	A12-3	My Fleet Center . Com	68.35
3475	A12-3	Taylor's Towing	562.50
3476	A12-4	CNP Fittest of N. J., LLC	1,100.00
3477	A12-4	Joseph D. Youssouf, Esq.	7,655.00
3478	A12-6	Pedroni Fuel Co.	2,649.17
3479	A12-7	ESI Equipment, Inc.	1,850.00
3480	A12-8	Amerigas	4,332.84
3481	A12-8	JCP&L	847.04
3482	A12-8	N. J. American Water	150.85
3483	A12-8	N. J. Natural Gas	737.77
3484	A12-8	Verizon	311.41
3485	A12-8	Verizon Communications	58.98

3486	A12-8	Verizon Wireless	468.03
3487	A12-9	N. J. American Water	6,605.01
3488	A12-9	N. J. American Water	5,733.52
3489	A12-10	Complete Security Systems, Inc.	105.00
3490	A12-10	Emanon Consulting, LLC	295.00
3491	A12-10	Freehold Cartage, Inc.	118.90
3492	A12-10	Sakoutis Brothers Disposal	75.00
3493	A12-13	A. R. Communications	56.00
3494	A12-13	Continental Fire & Safety, Inc.	695.00
3495	A12-13	Dell Marketing L. P.	1,900.76
3496	A12-13	Fire Fighters Equipment Company, Inc.	2,767.94
3497	A12-13	Motorola	2,592.20
3498	A12-13	N. J. Emergency Vehicles	1,827.09
3499	A12-13	RSI Fire	3,817.90
3500	A12-3	David J. Golom	195.00
3501	A12-7	Fitness Lifestyles	2,250.00
3502	A12-3	Signal Control Products, Inc.	6,540.00
3503	A12-4	Robert A. Hulsart & Co.	2,000.00
3504	A12-3	Edwards Tire Company, Inc.	763.32
3505	A12-6	Howell Township Public Works	153.72
3506	A12-13	M & W Communications, Inc.	512.50
3507	A12-13	All Hands Fire Equipment	736.55
3508	A12-3	First Priority Emergency Vehicles, Inc.	26,305.27
Electronic	A9-1	Payroll by Paychex (for 12-31-11)	2,805.55
Electronic	A9-1	Tax Pay by Paychex (for 12-31-11)	496.02
Electronic	A9-1	Paychex Fee	0.00
Electronic	A9-1	December 2011 N. J. Pension Payment	186.30
Electronic	A9-1	2011 Employers N. J. Pension Payment	3,609.00
		Total	\$96,172.06

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 Holiday Greetings from the following Companies, Sakoutis Brothers Disposal, Linda Joy and Staff from Access Health Systems, G & L Lawn Service, Fail Safe Testing, and Election Source. We received a refund from Glatfelter Insurance Group for the canceling of the insurance on the old 19-2-75. The check, in the amount of \$850.59, was received on December 31, 2011 and deposited on January 3, 2012. We received an Affidavit of Publication, from the Asbury Park Press, for the publishing of our 2012 Budget Hearing.

We received a service report, from ESI Equipment, for the annual rescue tool service performed on December 12, 2011. We received a Written Contract and Price Agreement from Amerigas. This Agreement needed to be returned to Amerigas by December 16, 2011. George filled out the necessary paperwork and returned the same to Amerigas on December 14, 2011. The price for propane will be the Company's Local Market Index plus \$1.49 per gallon. We received an updated Radio Station Authorization from the FCC for our KEM-664 Call Sign.

Legal

Joe said that we should start the Public Hearing of the 2012 Fire Budget. A resolution was offered by Frank Biddle, and seconded by Tom Ward, to open 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

Joe read the resolution containing the 2012 Fire District Budget. Chairman Carter called for public comment three times with no answer. A resolution was than offered by Harry Carter, and seconded by Doug Howlett, 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 Harry Carter, and seconded by Doug Howlett, adopting the 2012 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

Joe said that the last date to file for the position of Fire Commissioner is January 22, 2012. Frank said that he would call Joe on January 23, 2012 with the names of those who filed. Joe said that he would order the voting machine for the election. Frank said that we needed to set up a Temporary Budget to carry us to the March 5, 2012 meeting. Joe said that the Temporary Budget should be 14% of the 2011 Operating Budget. A resolution was offered by Frank Biddle, and seconded by Tom Ward, establishing a Temporary Budget for 2012 of 14% of the 2011 Operating Budget. 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 Brian Prochnow gave his incident report for the month of December, 2011.

Committees

Frank read the minutes from the Executive Board meeting, which was held on December 15, 2011.

Frank gave a report on the trucks as follows,

- 1) The new Chief's car is in service.
- 2) 19-2-78 is being completed at First Priority and should be back in a few weeks.
- 3) The pump engine on 19-2-93 was repaired at Barg's.
- 4) Brian's Chief's car will be getting new tires this week at Edwards Tire.
- 5) The new radio will be installed in 19-2-96 on January 3, 2012.
- 6) Will be taking Chief Tice's old suburban to the Front End Shop for repairs.
- 7) Tools were purchased for the tool box on 19-2-85.

Old Business

George said that David Golom is coming to repair the boiler at the Route 33 Fire Station tomorrow.

New Business

Doug said that they are running natural gas down Route 33 and we should start looking at what we need to do in order to convert over.

We received a new contract from Sakoutis Brothers Disposal for dumpster service at the Route 33 Fire Station. The length of this contract is 60 months at \$75.00 per month. A resolution was offered by Harry Carter, and seconded by George Patten, to enter into this contract with Sakoutis Brothers Disposal. A roll call vote was taken.

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

Chief Tice said that he received a price for cleaning the Route 33 Fire Station. The price was \$150.00 per cleaning from Krystal Clean. George said that Roger Busico had expressed interest about cleaning the Station too.

Doug said that we should repair the sheetrock in the hallway and the engine bays once the Budget passes.

With no further business to come before the Board, the meeting was adjourned at 9:06 PM.