

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

January 5, 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 8:02 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.

A motion was made by Doug Howlett and seconded by Tom Ward; to approve the minutes of the last meeting held on December 1, 2014, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
1516	A11-2	New Jersey Motor Vehicle Commission	150.00
1517	A12-1	Asbury Park Press	78.50
1518	A12-3	Absolute Fire Protection Co., Inc.	8,693.01
1519	A12-3	A. R. Communications	575.25
1520	A12-3	Campbell Supply Co.	1,351.67
1521	A12-3	Continental Fire & Safety, Inc.	40,093.00
1522	A12-3	Edwards Tire Co., Inc.	192.78
1523	A12-3	Electronic Measurement Labs., Inc.	210.00
1524	A12-3	First Priority Emergency Vehicles, Inc.	263.00
1525	A12-3	Graga Construction, Inc.	145.00
1526	A12-3	Skylands Area Fire Equipment & Training	712.08
1527	A12-3	Signal Control Products, Inc.	2,495.00
1528	A12-3	Team Life, Inc.	570.00
1529	A12-3	Wireless Communications & Electronics	1,800.00
1530	A12-4	CNP Fittest of New Jersey, LLC	1,000.00
1531	A12-4	NetLink	199.00
1532	A12-4	Joseph D. Youssouf, Esq.	6,855.00
1533	A12-6	Pedroni Fuel Co.	1,466.10
1534	A12-8	JCL&L	1,484.37
1535	A12-8	N. J. American Water	147.93
1536	A12-8	N. J. Natural Gas	2,078.72
1537	A12-8	Verizon	375.32

1538	A12-8	Verizon Communications	61.98
1539	A12-8	Verizon Wireless	635.36
1540	A12-9	N. J. American Water	6,670.80
1541	A12-9	N. J. American Water	6,926.01
1542	A12-10	Complete Security Systems, Inc.	105.00
1543	A12-10	Emanon Consulting, LLC	325.00
1544	A12-10	EMR Power Systems, LLC	230.00
1545	A12-10	Jersey Coast Fire Equipment Co., Inc.	748.15
1546	A12-10	Freehold Cartage, Inc.	118.90
1547	A12-10	Sakoutis Brothers Disposal	75.00
1548	A12-13	Apple Store for Government	3,519.00
1549	A12-13	East Coast Emergency Lighting, Inc.	8,109.72
1550	A12-13	East Coast Emergency Lighting, Inc.	14,356.74
1551	A12-13	Hertrich Fleet Services, Inc.	38,127.00
1552	A12-13	Skylands Area Fire Equipment & Training	5,930.76
1553	A12-13	Wireless Communications & Electronics	8,554.12
Electronic	A9-1	Pay Roll by Paychex (for December 2014)	2,874.71
Electronic	A9-1	Tax Pay by Paychex (for December 2014)	577.00
Electronic	A9-1	Paychex Fee (deducted 01-10-15)	121.03
Electronic	A9-1	December 2014 N. J. Pension Payment (includes annual employers share)	4,059.64
Total			\$173,061.65

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 Doug Howlett, 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 two service reports, from EMR Power Systems, for work completed on our two Emergency Generators. The two service checks, with load, were completed on November 26, 2014. We received Holiday Greetings from the following Companies.

- 1) Defender Emergency Products.
- 2) Sakoutis Brothers Disposal.
- 3) Emergency Equipment Sales & Service.

- 4) VFIS.
- 5) Fail Safe Testing.
- 6) Clean Air Company.
- 7) Campbell Supply Company.

We received an Affidavit of Publication, from the Asbury Park Press, for the publication of our Notice of Budget Adoption and Annual Referendum. We received an Annual Reconciliation of Tax Withheld form from the State of New Jersey. Paychex handles this for us.

Legal

Joe handed out the resolution Scheduling a Special Meeting for December 1, 2014. Frank said that he would attach a copy to the minutes of the November 3, 2014 meeting.

Joe said that the Board needed to adopt a Temporary Budget to carry us through the March 2, 2015 meeting. This Temporary Budget should be 14% of the 2014 Operating Budget, or \$186,018.00. A resolution was offered by Tom Ward and seconded by George Patten, adopting a Temporary Budget of \$186,018.00 for the period of January 1, 2015 through March 2, 2015. 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 all Petitions for the position of Commissioner needed to be in the Clerks hands by January 20, 2015. Joe asked Frank to call him on January 21, 2015 and give him all the names so he could have them put on the ballot.

Chief's Report

Chief Bob Tice gave his incident report for the month of December, 2014 and also the yearend report for 2014. Chief Tice asked to have a long range meeting at 7:00 PM on February 2, 2015 before the next Commissioners meeting.

Second Assistant Chief Mike Whitehill said that received prices to strip the trade in Suburban before we give it to Hertrich Fleet Services. The prices are as follows.

- 1) Remove all Emergency Lighting from current Chief's Vehicle by East Coast Emergency Lighting for a total of \$600.00.
- 2) Remove all exterior decals and strips from current Chief's Vehicle by Ken's Body Works for a total of \$400.00.

A resolution was offered by George Patten and seconded by Tom Ward, to have East Coast and Ken's strip the current Chief's Vehicle before we trade it in. 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 December 18, 2015. Frank gave the Chief's a new set on plans for the Boulder Ridge Development on Route 33 so they could approve the Fire Hydrant locations. Frank will give the plans back to the Fire Bureau at the next E-Board meeting on January 23, 2015.

Frank also gave a report on the trucks as follows.

- 1) 2-90 was repaired and serviced at Absolute and put back in service on December 5, 2014.
- 2) 2-90 started having problems with the jack controls and Absolute said that the jack module would have to be sent out for repairs and it would take around 3 to 4 weeks. Repairs approved.
- 3) New Jersey Emergency Vehicles repaired 2-66's vehicle and all work was completed on warranty.
- 4) The gear for the generator on 2-85 was pushed back to mid-January, 2015.
- 5) The New Chief's Vehicle is in at Hertrich Fleet and should be delivered mid-January, 2015.
- 6) Campbell Supply repaired 2-75 for the lean issue and Frank picked up the truck on December 19, 2014. While working on the truck Campbell found two bent brackets that hold the water tank in the truck. Campbell ordered the new brackets and will repair this issue on warranty.
- 7) The Route 33 Fire Station Air Compressor was repaired by Graga Construction and they will come back and service the unit next week.
- 8) First Priority is working on a water leak at the pump panel on 2-78.
- 9) Frank received prices on the decals needed for the New Chief's Vehicle. The total should be around \$900.00 from Precision Art.

A resolution was offered by Tom Ward and seconded by Doug Howlett, to purchase the needed items from Precision Art. A roll call vote was taken.

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

Old Business

George said that we still have not received the approved 2015 Budget from the State. Bob Hulsart will be calling them to find out what's going on.

Air Power International has called to voice their opinion about the Breathing Air Compressor award. They are claiming that the unit that we have awarded to Continental Fire & Safety does not meet the specifications. After lots of discussion, the Board feels that the unit that was ordered does in fact meet the specifications.

We had an inspection by PEOSH during the month of December, 2015. We did receive one violation for the Breathing Air Cylinders on 19-2-90 being out of date for hydro testing. Frank took the truck to Jersey Coast Fire Equipment to have the bottles removed for testing the next day. The bottles will be installed back on 19-2-90 as soon as the truck comes back from Absolute. Since we showed the PEOSH inspector the bill from Jersey Coast, the violation was abated.

New Business

George said that he is not happy with the way the State of New Jersey approves our Budget. Every year we seem to turn it in earlier and it comes back even later. The State assured us that they would act on the Budgets as a first in first out basis and we feel that that is not the case.

George Gravatt said that we needed a lot of electrical supplies for the Route 33 Fire Station. He is looking for permission to purchase the needed supplies and make the repairs. A resolution was offered by Tom Ward and seconded by Harry Carter, approving the purchases and repairs as needed. 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 LOSAP totals for the 2014 year. The Board will send the contributions for each qualified Firefighter as soon as the State sends us the approved increase.

Chris Pujat said that he repaired the OPTICOM transmitter on 19-2-90.

With no further business to come before the Board, the meeting was adjourned at 9:10 PM.