

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

July 5, 2010

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 Tom Ward and seconded by George Patten; to approve the minutes of the last meeting held on June 7, 2010, motion carried. A motion was also made by George Patten and seconded by Tom Ward; to approve the minutes of the Special Bid Opening meeting held on June 8, 2010, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
2905	A12-3	All Hands Fire Equipment	489.90
2906	A12-3	Big Bill's Welding, LLC	917.00
2907	A12-3	Brice's Auto Supply, Inc.	112.74
2908	A12-3	Continental Fire & Safety, Inc.	640.00
2909	A12-3	Electronic Measurement Labs, Inc.	270.00
2910	A12-3	TASC Fire Apparatus, Inc.	560.85
2911	A12-6	Pedroni Fuel Co.	1,455.73
2912	A12-8	JCP&L	2,163.64
2913	A12-8	N. J. American Water	242.22
2914	A12-8	N. J. Natural Gas	7.06
2915	A12-8	Verizon	314.18
2916	A12-8	Verizon Communications	67.97
2917	A12-8	Verizon Wireless	534.53
2918	A12-9	N. J. American Water	10,885.94
2919	A12-10	Complete Security Systems, Inc.	525.00
2920	A12-10	EMR Power Systems	200.00
2921	A12-10	Freehold Cartage, Inc.	118.90
2922	A12-10	Sakoutis Brothers Disposal	75.00
2923	A12-12	N. J. State Association of Fire Districts	300.00

2924	A12-3	G & L Lawn Service	1,915.00
Electronic	A9-1	Payroll by Paychex (for 06-30-10)	2,920.50
Electronic	A9-1	Tax Pay by Paychex (for 06-30-10)	569.55
Electronic	A9-1	Paychex Fees (deducted 07- -10)	199.16
Electronic	A9-1	June 2010 N. J. Pension Payment	159.30
Total			\$25,644.17

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 an e-mail from Fire One stating that they will perform our Annual Pump Testing on July 12, 2010. We received a letter from Glatfelter Claims Management stating that they are handling the Ramos Lawsuit. They also stated that they have engaged Richard M. Braslow to defend this matter. They stated that all inquiries or correspondence received in connection with this matter should be referred to their office or Attorney Braslow. We receive a letter from Gannet New Jersey Media Group stating that they have added online access of advertising invoices. We received a letter from Liberty Insurance Corporation stating that Scott Dugan has returned to full duty work status. We received our second check from the Township of Howell, for the 2010 Fire Taxes. The check, in the amount of \$315,000.00, was received on July 1, 2010, and deposited on July 2, 2010.

Legal

Joe read the minutes of the Bid Opening Meeting from June 8, 2010, and said that Halecon, Inc. was the lowest bidder for the repaving job at the Route 524 Fire Station with a bid of \$25,480.00. It appears that Halecon, Inc. has bid on all parts of the specifications. The Board agreed with Joe about the Halecon bid. Joe read a prepared resolution awarding a contract to Halecon, Inc. for the repaving of the parking lot, as stated in the specs. at the Route 524 Fire Station for the total of \$25,480.00. This resolution was offered by George Patten and seconded by Tom Ward. A roll call vote was taken.

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

Joe turned over the Bid Packet received from Halecon, Inc. to the Clerk for filing. Joe said that the State of New Jersey has released its five year adjustment of bid threshold under the Local Public Contracts Law. The new thresholds are \$26,000.00 for bidding and \$3,900.00 for quotes. These new thresholds take affect July1, 2010.

Chief's Report

Chief Brian Prochnow gave his monthly incident report for June, 2010. The Chief's would like to purchase 5 new portable radio chargers and have them installed. M & W Communications would be the low price at \$1,765.00. A resolution was offered by Frank Biddle III, and seconded by Doug Howlett, to purchase the 5 chargers and have M & W Communications install them.

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

The Chief said that they will wait on updating the ten SCBA's at this time. The Chief also said that they are waiting on the report from POSHA.

Committees

Frank gave a report from the Executive Board meeting which was held on June 24, 2010. Frank said that the Board will need to go into Executive Session ladder in this meeting to discuss wages at the Fire Bureau. Frank gave a report on the trucks. 19-2-74 will be going to Kaldor for the repair of the strobes. Frank also stated that Fire One will be conducting our annual pump tests on July 12, 2010. Frank said that he took the day off of work so he would be here for the pump tests.

Old Business

Doug said that we should keep on Jack Purvis until the heating system is repaired and the well electric wire is installed in the buried conduit. The Board agreed and George said that he would be in touch with Jack and Bob Burgess sometime this week.

New Business

Frank said that we need some office supplies for the Board's office. We would be able to get these things from E. J. Schuster's Office Supply and Farmingdale Printers. A resolution was offered by Harry Carter and seconded by Doug Howlett, to purchase any supplies we need from E. J. Schuster's and Farmingdale Printers. A roll call vote was taken.

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

We received a contract from Shore Business Solutions for our new copier machine. This contract would run from June 17, 2010 to June 17, 2011 for a cost of \$195.00. George said that we also

need two new toners for this machine, at a cost of \$136.00 each. A resolution was made by George Patten and seconded by Doug Howlett, to award the service contract and purchase two new toners from Shore Business Solutions. A roll call vote was taken.

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

George said that we received the estimate from VFIS for the insurance on the three fuel tanks. The estimated annual cost of this rider would be \$861.00. We will sign this policy and return it, but will not know if the price will hold or that they will still insure the three tanks when they receive the policy.

Frank said that the radio extension wire failed on 19-2-78 at the storage facility fire on May 31, 2010. Frank would like to replace this radio wire with a wireless headset and wireless base station. The cost for this upgrade would be \$1,132.00 from RSI. A resolution was offered by Tom Ward and seconded by Harry Carter to have RSI install this system. A roll call vote was taken.

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

Frank said that Clean Air Company has e-mailed the latest quote for the installation of the Vehicle Exhaust System at the Route 33 Fire Station. The quote is for \$40,739.53 and is on State Contract. After some discussion, a resolution was offered by George Patten and seconded by Tom Ward, to have Clean Air Company install the new Vehicle Exhaust System. 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 the Silverton Fire Company would like to use the parking lot at the Route 33 Fire Station for a poker run sometime in October, 2010. Tom said that he will come back with some more information before we act on this request.

Frank made a resolution to go into Executive Session at this time. This resolution was seconded by Harry Carter. A roll call vote was taken at 09:11 PM.

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

A resolution was made by Frank Biddle III and seconded by Doug Howlett, to come out of Executive Session at 09:34 PM. 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 09:35 PM.