

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

July 13, 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 Acting Chairman Doug Howlett, at 8:02 PM.

A Roll call was taken showing George Patten, Frank Biddle, III, and Doug Howlett present. Also in attendance was Joseph Youssouf, Board Attorney.

A motion was made by George Patten and seconded by Doug Howlett; to approve the minutes of the last meeting held on June 6, 2011, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
3286	A11-2	E. J. Schuster Office Supplies	104.97
3287	A12-3	Absolute Fire Protection Co., Inc.	4,393.07
3288	A12-3	A. R. Communications	384.30
3289	A12-3	Brice's Auto Supply, Inc.	21.00
3290	A12-3	Continental Fire & Safety, Inc.	640.25
3291	A12-3	Cooper Electric Supply Co.	81.30
3292	A12-3	Dick's Auto Electric, Inc.	125.00
3293	A12-3	Edwards Tire Co., Inc,	42.95
3294	A12-3	Freehold Towing, Inc.	200.00
3295	A12-3	G & L Lawn Service, Inc.	2,190.00
3296	A12-3	MyFleetCenter,Com	98.05
3297	A12-3	New Jersey Emergency Vehicles	271.19
3298	A12-4	Access Health Systems	4,100.00
3299	A12-6	Pedroni Fuel Co.	1,901.81
3300	A12-7	Harry R. Carter	661.83
3301	A12-7	Robert Lithgow, Jr.	30.04
3302	A12-7	Brian J. Prochnow	30.04
3303	A12-8	JCP&L	1,915.72
3304	A12-8	N. J. American Water	341.66
3305	A12-8	N. J. Natural Gas	113.68
3306	A12-8	Verizon	313.40
3307	A12-8	Verizon Communications	62.97

3308	A12-8	Verizon Wireless	543.14
3309	A12-9	N. J. American Water	6,605.01
3310	A12-9	N. J. American Water	5,694.78
3311	A12-10	Complete Security Systems, Inc.	525.00
3312	A12-10	EMR Power Systems, LLC	210.00
3313	A12-10	Freehold Cartage, Inc.	118.90
3314	A12-10	Sakoutis Brothers Disposal	75.00
3315	A12-13	ESS Inc.	2,575.00
3316	A12-13	Motorola	42.00
3317	A12-13	Precision Art, Ltd.	680.00
3318	A12-13	Safe-T	8,821.83
Electronic	A9-1	Payroll by Paychex (for 06-30-11)	2,966.88
Electronic	A9-1	Tax Pay by Paychex (for 06-30-11)	523.17
Electronic	A9-1	Paychex Fee (deducted 07-11-11)	106.65
Electronic	A9-1	June 2011 N. J. Pension Payment	159.30
		2011 Total	\$47,669.89
		New Pumper Equipment	
3319	E-9	Campbell Supply Co., LLC	269.73
3320	E-9	Galls	217.49
		E-9 Total	\$487.22
		Total all Accounts	\$48,157.11

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	absent
George Patten	yes
Frank Biddle III	yes
Thomas Ward	absent
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 e-mail copies from Brian Prochnow, which he sent to Steve Gerrity, documenting the problems we are having with the pagers not opening up when Howell tones us out. We received a fire alarm report, from Complete Security Systems, for the annual inspection of the fire alarm system at the Route 524 Fire Station. A copy of this report was sent to the Howell Fire Bureau. We received the second payment, from the Township of Howell, for the 2011 Fire Taxes. The check, in the amount of \$315,000.00, was received and deposited on June 30, 2011.

We received a letter, from New Jersey American Water, explaining what we need to do in order for them to reinstall a fire hydrant on Yellowbrook Road. The cost for this work would be \$250.00 for the road opening permit plus any cost related to traffic control. New Jersey American Water said that they would handle the application as soon as we paid for the permit. We received a copy of a letter from Glatfelter Claims Management, addressed to Gregory Gombosi, stating that they feel the Board of Fire Commissioners, Howell Twp. Dist.2 has no legal obligation to pay for repairs for any damage sustained to his septic system. Mr. Gombosi had claimed the one of our trucks had run over his septic system while operating at a brush fire next to his house at 15 Yellowbrook Road.

We received a Holmatro Preventative Maintenance Report, from ESI Equipment, for the maintenance of our Rescue Tools. This maintenance was completed on January 4, 2011. We received an Escrow Account report, from TD Bank, for our operating account with Howell Township. The report states that the account has been closed and the balance was \$0.00. We received a letter, from Family Practice of Central Jersey, stating that they are changing their name to Family Practice of CentraState. We received a report, from the State of New Jersey Motor Vehicle Services, for the Abstract Information Retrievals for the last month. We received notification from the New Jersey Compensation Rating and Inspection Bureau, stating that they would be contacting us soon to schedule an appointment to review our records. We received a communication from Chevrolet, informing us of a possible problem with our 2004 Chief's Command Vehicle. Frank said that as of this date we are not having any problems with that vehicle.

Legal

Joe handed over the Bids for the Fitness equipment to Frank for storage. Joe said that as soon as we received a Performance Bond from the winning Bidder, Fitness Lifestyles, we could send back their Bid Bond Check. Joe also read a Contract with Fitness Lifestyles for the fitness equipment. This Contract was signed by Acting Chairman Doug Howlett and Clerk Frank Biddle, III, and Joe said that he would mail two copies back to Fitness Lifestyles. A third copy was retained by the Clerk for filing.

Chief's Report

Chief Brian Prochnow gave is incident report for the month of June, 2011. Brian stated that the computer, which they use to complete the State Fire Reports, has crashed. They believe that a virus has gotten in and destroyed all records. They have been trying to find all the records, but have not had any luck. Brian asked the Board to purchase a new computer plus permission to send the old one out to see if some specialist could retrieve any of our records. A resolution was offered by Frank Biddle and seconded by Doug Howlett, allowing the Chief's to purchase a new computer and to send the old computer out for possible record finding. A roll call vote was taken.

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

Chief Bob Tice said that we need to change something in the duties needed for a Life Member to continue to receive LOSAP credit. Bob said that we still have older members responding to Fire Calls just to get credit for LOSAP. These members are not qualified to get on any responding Fire Apparatus. Bob's concern is that one of these members are going to get hurt responding to a call that they should not have to. Bob asked the Board to look into changing the point system to prevent someone from getting hurt. The Board said that they would talk about this problem at a latter date when all of the Commissioners are present.

Committees

Frank gave a report from the Executive Board meeting which was held on June 23, 2011. Frank also gave a report on the trucks as follows;

- 1) 19-2-78 has been repaired and serviced at Absolute Fire Protection.
- 2) Car 2-66 was towed to New Jersey Emergency Vehicles for a short in the electrical system.
- 3) 19-2-90 has been taken back to Absolute to finish repairs needed for the annual Certification.
- 4) 19-2-85 was taken to New Jersey Emergency Vehicle for a problem with the transfer system between generator and pump. They also repaired the air conditioning system for the front and rear.
- 5) The New Chief's Command Vehicle is due in next week at Mall Chevrolet. They said that they would call before delivering it.
- 6) Art replaced the rear brakes on Car 2-66 last week.

Old Business

George said that E. J. Schuster's will repair the chair in the radio room, at the Route 33 Fire Station, next week.

New Business

George said that the security system, at the Route 33 Fire Station, has been flashing a trouble code. George said that he found 2 garage door sensors that have fallen off. A resolution was offered by Doug Howlett, and seconded by George Patten, to have Complete Security Systems repair the system. A roll call vote was taken.

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

George said that New Jersey American Water is billing us for one additional fire hydrant. Since we have not been told where the hydrant is, so we can confirm the location, we will not be paying for the additional hydrant at this time.

Frank said that the copier was flashing a low toner light. Frank said that he removed the cartridge and shook it real good and he was able to finish his copying. George said that he has one more new toner, but we should purchase a few more. A resolution was offered by Frank Biddle, and seconded by Doug Howlett, to purchase two more toners. A roll call vote was taken.

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

Frank said that we should schedule the trucks for the annual pump tests soon. Frank said that he is still happy with the job that Fire One does each year. A resolution was offered by George Patten, and seconded by Doug Howlett, to have Fire One test our pumps this year. A roll call vote was taken.

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

With no further business to come before the Board, the meeting was adjourned at 9:40 PM.