

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

July 7, 2014

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 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 George Patten; to approve the minutes of the last meeting held on June 2, 2014, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
1337	A12-1	Asbury Park Press	363.05
1338	A12-3	A. R. Communications	758.05
1339	A12-3	Thompson – Batteries Plus	119.90
1340	A12-3	Brice's Auto Supply, Inc.	131.96
1341	A12-3	Campbell Supply Co.	6,603.48
1342	A12-3	G & L Lawn Service, Inc.	1,590.00
1343	A12-3	M & W Communications, Inc.	210.00
1344	A12-3	Pine Belt	696.72
1345	A12-3	TASC Fire Apparatus, Inc.	325.00
1346	A12-4	Family Practice of CentraState	130.00
1347	A12-4	NetLink	199.00
1348	A12-4	Joseph D. Youssouf, Esq.	5,380.00
1349	A12-6	Pedroni Fuel Co.	2,233.08
1350	A12-7	Joseph Picone	150.00
1351	A12-8	JCP&L	1,719.54
1352	A12-8	N. J. American Water	290.92
1353	A12-8	N. J. Natural Gas	222.53
1354	A12-8	Verizon	374.69
1355	A12-8	Verizon Communications	61.98
1356	A12-8	Verizon Wireless	613.31
1357	A12-9	N. J. American Water	6,670.80
1358	A12-9	N. J. American Water	6,847.75

1359	A12-10	Complete Security Systems, Inc.	525.00
1360	A12-10	Freehold Cartage, Inc.	237.80
1361	A12-10	Sakoutis Brothers Disposal	75.00
1362	A12-4	Access Health	3,650.00
Electronic	A9-1	Payroll by Paychex (for June 2014)	2,875.77
Electronic	A9-1	Tax Pay by Paychex (for June 2014)	579.72
Electronic	A9-1	Paychex Fees (deducted 07-10-14)	121.03
Electronic	A9-1	June 2014 N.J. Pension Payment	193.86

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 Doug Howlett, seconded by George Patten, and a roll call vote was taken.

Harry Carter	yes
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 a check, from the Township of Howell, for the 2nd 2014 Budget payment. The check, in the amount of \$315,000.00, was received and deposited on July 1, 2014. We received a letter, from New Jersey American Water, stating that they will be installing approximately 9,000 feet of new 16" water mains. These new lines will be along Wyckoff Mills Road, Adelphia Farmingdale Road, Howell Road, Patterson Drive and Vanderveer Road. The project will include 8 new fire hydrants and will start about July 7, 2014. We received a letter, from Freehold Cartage, stating that they will be changing their billing dates to the first of the month. This change resulted in a double payment this month. We received the Affidavit of Publication, from the Asbury Park Press, for the publication of our Budget Synopsis for the year ended December 31, 2013.

We received our new Radio Station License, from the Federal Communication Commission, for our KRI-761 Radio Station. The expiration date for this license is July 6, 2024. The original was mounted in the frame in the Radio Room. We received the May 2014 statement, from the New Jersey Motor Vehicle Services, for all abstract retrievals completed in May.

Legal

Joe read over a report, from the New Jersey State Comptroller, about Fire District Budgets and Spending. The State Comptroller recommends moving the Fire District Elections to November. He also recommends keeping the 2% cap in place. This report was dated June 16, 2014.

Chief's Report

Chief Bob Tice gave his incident report for the month of June 2014. The Chief's asked to purchase two items for the Exercise Room.

- 1) York Leg Press with weight tree, from Fitness Lifestyles, for a total of \$3,134.70.
- 2) York 15-75 lb. hex dumbbells, with a total weight of 1,170 lbs., from Fitness Lifestyles, for a total of \$1,521.00.
- 3) Trade-in of 1 bench and 1 set of dumbbells and rack for -\$350.00.

The total comes to \$4,305.70. A resolution was offered by Harry Carter and seconded by George Patten, to purchase this equipment from Fitness Lifestyles. A roll call vote was taken.

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

Committees

Frank gave a report from the Executive Board Meeting which was held on June 26, 2014. Frank also gave a report on the trucks as follows.

- 1) The clutch job on 19-2-96 was completed by Campbell Supply. They found a few things that needed repair when they had the transmission out. Frank gave them the go ahead to repair.
- 2) 19-2-99 was repaired at Pine Belt Chevy for a throttle issue.
- 3) The driver's window regulator on 19-2-85 has failed. Art ordered parts at Allied Diesel.
- 4) Absolute replaced the master ignition switch on 19-2-90.
- 5) We need to approve the annual Aerial and Ground Ladder testing. Underwriters Laboratories has completed these for quite some time and have done a good job for us.

A resolution was offered by Doug Howlett and seconded by Harry Carter, to have Underwriters Laboratories perform the annual tests. A roll call vote was taken.

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

Old Business

George said that the rear hallway door closer seems to have stopped leaking and is still working at this time. If it asks up again he will have Breeze Mechanical take a look at it.

New Business

George said that we only have about a three months' supply of checks left. He said that a new supply of 500 checks would cost \$79.99. A resolution was offered by Harry Carter and seconded by Doug Howlett, to purchase 500 new checks. A roll call vote was taken.

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

Frank said that he completed the specs for the New Chief's Command Vehicle and we should go out to bid soon. After some discussion, a resolution was offered by Frank Biddle and seconded by Harry Carter, to have Joe prepare the bid packet and advertise to receive bids on August 4, 2014. A roll call vote was taken.

Harry Carter	yes
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 9:03 PM.