

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

July 3, 2017

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, Harry Carter, Thomas Ward, and Doug Howlett present. Also in attendance was Joseph Youssouf, Board Attorney. A couple members of the Atlantic Highlands Fire Company were also in attendance. 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 June 5, 2017, motion carried.

Chairman Carter altered the agenda of the meeting to accommodate the guests from the Atlantic Highlands Fire Company. The Atlantic Highlands Fire Company offered the Board \$27,500.00 for the purchase of the old 19-2-85. This was \$2,500.00 more than they offered at the last meeting. After some discussion, a resolution was offered by Harry Carter and seconded by Doug Howlett, to sell the old 19-2-85 to Atlantic Highlands Fire Company. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Tom Ward	yes
Doug Howlett	yes

The Atlantic Highlands Fire Company gave the Board a check for \$27,500.00 and the Board gave them the title for the 1991 Mack/Saulsbury Rescue Truck; model MR6, with a total mileage of 56,715. The Atlantic Highlands Fire Company thanked the Board for letting them purchase the truck and said that it would be going in service for the Atlantic Highlands Community in a few short weeks.

The meeting returned to the regular agenda.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
2446	A12-3	Allied Diesel Service	25.90
2447	A12-3	Cooper Electric Supply Co.	52.04
2448	A12-3	G & L Lawn Service, Inc.	1,252.00
2449	A12-3	Graga Construction, Inc.	600.00
2450	A12-3	Jersey Coast Fire Equipment, Inc.	115.00
2451	A12-4	Access Health Systems	3,370.00
2452	A12-4	Robert A. Hulsart	4,500.00
2453	A12-4	NetLink	199.00
2454	A12-6	Pedroni Fuel Co.	871.67
2455	A12-8	JCP&L	1,526.78
2456	A12-8	N. J. American Water	260.97
2457	A12-8	N. J. Natural Gas	270.71
2458	A12-8	Verizon	395.36
2459	A12-8	Verizon Communications	65.79
2460	A12-8	Verizon Wireless	565.75
2461	A12-8	N. J. American Water	6,900.30
2462	A12-8	N. J. American Water	8,044.74
2463	A12-10	Complete Security Systems, Inc.	525.00
2464	A12-10	Freehold Cartage, Inc.	118.90
2465	A12-10	Sakoutis Brothers Disposal	75.00
2466	A12-13	Allcomm Technologies	624.00
Electronic	A9-1	Payroll by Paychex (for June 2017)	2,494.21
Electronic	A9-1	Tax Pay by Paychex (for June 2017)	516.32
Electronic	A9-1	Paychex Fee (deducted 07-10-17)	0.00
Electronic	A9-1	June 2017 N. J. Pension Payment	168.90
Total			\$33,538.34

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
Tom 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 a notice, from the New Jersey Motor Vehicle Commission, stating that we will need to make password changes when using the CAIR system. We also received a statement, from N. J. Motor Vehicle services, for all abstract retrievals completed in May 2017. We received a check, from the Township of Howell, which is our second payment for the 2017 Fire Taxes. The check, in the amount of \$247,500.00, was received and deposited on July 3, 2017. We received a communication, from JCP&L, stating that they will no longer send out vouchers with the monthly statements.

Legal

Joe read the Audit Report for the year ended December 31, 2016. It states that there are no recommendations and the Audit is clean. After some discussion, a resolution was offered by George Patten and seconded by Doug Howlett, accepting the Audit Report for the year ended December 31, 2016. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Tom Ward	yes
Doug Howlett	yes

Chief's Report

Chief Michael Banasz gave his monthly incident report for June 2017. The Chief would like to purchase six (6) oxygen bottles from Galls, for a total of \$453.12. A resolution was offered by Harry Carter and seconded by Tom Ward, to purchase the needed oxygen bottles from Galls. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Tom Ward	yes
Doug Howlett	yes

Chief Banasz said that the Radio Console at the Route 33 Fire Station is out of service. Wireless Communications and Electronics have presented a quote for repair at \$2,834.00. After some discussion, a resolution was offered by George Patten and seconded by Doug Howlett, to have Wireless Communications and Electronics repair the Radio Console. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Tom Ward	yes
Doug Howlett	yes

Committees

Tom gave a report on the Executive Board meeting, which was held on June 22, 2017.

A report was given on the trucks as follows.

- 1) Still working on the punch list for 19-2-85.
- 2) The Air Compressor at the Route 33 Fire Station was repaired by Graga Construction.

3) We are looking into replacing the pump panel lights on 19-2-78 with led lights.

Old Business

Tom said that he is in the process of signing up with Gov Deals. He is waiting to hear back from them.

New Business

George said now that we have sold the old 19-2-85, he will contact the insurance company to have them take that truck off our policy.

With no further business to come before the Board, the meeting was adjourned at 8:29 PM.