

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

June 1, 2009

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 9:08 PM. This meeting started one hour late due to the wake for Mike Goffe.

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 George Patten and seconded by Tom Ward; to approve the minutes of the last meeting held on May 4, 2009, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
2569	A9-1	Wayne Gravatt	250.00
2570	A12-2	VFIS	13,644.66
2571	A12-2	VFIS	52,669.80
2572	A12-3	Absolute Fire Protection Company, Inc.	4,505.42
2573	A12-3	Brice's Auto Supply, Inc.	669.09
2574	A12-3	Fire Fighters Equipment Company, Inc.	188.82
2575	A12-3	G & L Lawn Service, Inc.	1,925.00
2576	A12-3	TASC Fire Apparatus, Inc.	101.20
2577	A12-3	Underwriters Laboratories, Inc.	1,691.25
2578	A12-4	Family Practice of Central Jersey	445.00
2579	A12-6	Mike Banasz	150.00
2580	A12-6	Bob Tice	150.00
2581	A12-6	Pedroni Fuel Co.	792.08
2582	A12-7	First Due Training	650.00
2583	A12-8	JCP&L	1,656.26
2584	A12-8	N. J. American Water	642.75
2585	A12-8	N. J. Natural Gas	116.43
2586	A12-8	Nextel Communications	589.14
2587	A12-8	Verizon	268.28
2588	A12-10	Frank Biddle III	1,375.00

2589	A12-10	Art Fariello	700.00
2590	A12-10	William Goffe	285.00
2591	A12-10	Complete Security Systems, Inc.	345.00
2592	A12-10	Freehold Cartage, Inc.	118.90
2593	A12-10	Jersey Coast Fire Equipment Co.	95.00
2594	A12-10	Sakoutis Brothers Disposal	75.00
2595	A12-4	Jack A. Purvis, AIA	1,050.40
2596	A12-7	ACS Firehouse Software	845.00
Electronic	A9-1	Payroll by Paychex (for 05-31-09)	2,920.50
Electronic	A9-1	Tax Pay by Paychex (for 05-31-09)	569.55
Electronic	A9-1	Paychex fees (deducted 06-10-09)	107.24
Electronic	A9-1	May 2009 New Jersey Pension Payment	159.30
		Sub Total	\$89,751.07
		The following is from the Construction	
5614	E-9	G & W Electric Company, Inc.	339.00
		Total all Accounts	\$90,090.07

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
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 the minutes from the New Jersey State Association of Fire Districts meeting, which was held on March 7, 2009. We also received a notice of the next meeting to be held on June 6, 2009 at our New Fire Station. We received a letter from Verizon requesting a tax exemption letter from us. George mailed a letter back to Verizon on May 28, 2009, which explains our tax exemption. We received a workers compensation policy audit from Liberty Mutual. This audit stated that our old policy, which expired on March 20, 2009, was paid in full.

We received a letter from JCP&L stating that there will be a rate increase starting with our June, 2009 bill. We received a letter from New Jersey Natural Gas stating that they will be updating our gas meter with a small transmitter so they will be able to read the meter electronically. We received a service report from Absolute Fire Protection for work which was completed on 19-2-90. We received the report from Underwriters Laboratories for the inspection on our Aerial Truck. The repairs on mentioned on this report were completed be Absolute Fire Protection.

Legal

Joe read the resolution accepting the audit report for the year ended December 31, 2009. This resolution was adopted at the May 4, 2009 meeting. Joe had all the Board members sign the Annual Audit Review Group Affidavit. Joe then signed the same Affidavit. Joe recommended that we drop any legal action against the driver of the vehicle that destroyed some OPTICOM equipment at Fairfield Road and Route 33 in 2007. The Board agreed with Joe and will not pursue the matter any further. Joe told the Board that it could take a few more weeks to get the permit to install the radio tower because of furloughs going on in the Township.

Chief's Report

Chief Wayne Gravatt gave his incident report for the month of May, 2009. The Chiefs do not wish to purchase any items this month.

Committees

Frank gave a report on the Executive Board meeting held on May 28, 2009. Frank also gave a report on the trucks. 19-2-90 is being repaired at Absolute Fire Protection and they will also complete the annual service.

Old Business

George said that they had a meeting with BurMarc Construction and Jack Purvis on May 27, 2009 to discuss the punch list, which is still not completed. BurMarc said that all of the items on the list will be completed in 14 days. George also said that N. J. American Water has started removing the fire hydrants that we agreed on. The hydrant bill is still reflecting the old price and we will not pay this bill until it is corrected.

New Business

We received a letter from the Board of Fire Commissioners, Howell Township District #1. This letter stated that District #1 is interested in expanding District #2's response area within District #1. After some discussion, the Board said that we would invite District #1 to the July 6th meeting to further discuss the matter.

George said that Trinity Global, LLC, has asked to use the Fire Company land for a service project. Some discussion followed and it was decided that this would be a good thing to do. A motion was made by George Patten and seconded by Tom Ward, granting permission to use the Fire Company Grounds. Motion passed.

George said that we should get a New Jersey Permit for our standby generator. George said that it is a law that any emergency generator over 88kw has to be registered with the State. Further more a record has to be kept with when the generator was run, how long and for what reason. The record keeping has to be done for any emergency generator 45kw and over. This means that records need to be kept for both of our emergency generators. A resolution was offered by Harry Carter and seconded by Tom Ward, to get the needed permit and start the record keeping for both of our emergency generators. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	no

Frank said that he will get the needed permit online in the next month.

Frank said that the Norton Antivirus has run out on both of the computers, and he would like permission to purchase this annual protection. A resolution was offered by Harry Carter and seconded by Tom Ward granting Frank's request. 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 10:30 PM.