

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

June 2, 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 8:05 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 Doug Howlett and seconded by Tom Ward; to approve the minutes of the last meeting held on May 5, 2014, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
1299	A9-1	Bob Tice	250.00
1300	A11-2	Thomson West	36.00
1301	A12-2	Ace	674.01
1302	A12-2	VFIS	15,860.64
1303	A12-3	Allied Diesel Service	24.95
1304	A12-3	Bargs Lawn and Garden Shop, Inc.	382.11
1305	A12-3	Brice's Auto Supply, Inc.	981.36
1306	A12-3	Campbell Supply Company	2,928.75
1307	A12-3	Continental Fire & Safety, Inc.	1,700.07
1308	A12-3	G & L Lawn Service, Inc.	1,720.00
1309	A12-3	Minerva Cleaners	604.50
1310	A12-3	TASC Fire Apparatus, Inc.	3,507.19
1311	A12-4	NetLink	199.00
1312	A12-5	Howell Township Fire Company #1	55,000.00
1313	A12-6	Pedroni Fuel Co.	908.25
1314	A12-6	Greg Player	150.00
1315	A12-6	Dan Roth	150.00
1316	A12-7	Christopher Marron	25.00
1317	A12-7	Cygnus Expositions	2,760.00
1318	A12-8	JCP&L	1,556.79
1319	A12-8	N. J. American Water	117.55

1320	A12-8	N. J. Natural Gas	308.18
1321	A12-8	Verizon	344.03
1322	A12-8	Verizon Communications	61.98
1323	A12-8	Verizon Wireless	613.33
1324	A12-9	N. J. American Water	6,670.80
1325	A12-9	N. J. American Water	6,847.75
1326	A12-10	Frank E. Biddle III	1,375.00
1327	A12-10	Complete Security Systems, Inc.	348.00
1328	A12-10	EMR Power Systems, LLC	230.00
1329	A12-10	Art Fariello	700.00
1330	A12-10	Freehold Cartage, Inc.	118.90
1331	A12-10	William Goffe	285.00
1332	A12-10	Jersey Coast Fire Equipment, Inc.	202.50
1333	A12-10	Sakoutis Brothers Disposal	75.00
1334	A12-12	N. J. Association of Fire Districts	300.00
1335	A12-13	Electronic Measurement Laboratories, Inc.	230.00
1336	A12-13	MN8-Foxfire	143.28
Electronic	A9-1	Payroll by Paychex (for May 2014)	2,875.78
Electronic	A9-1	Tax Pay by Paychex (for May 2014)	579.71
Electronic	A9-1	Paychex Fees (deducted 06-10-14)	121.03
Electronic	A9-1	May 2014 N. J. Pension Payment	193.86
Total			\$112,160.30

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 two service reports, from EMR Power System, for the service check performed on our Emergency Generators. These checks were completed on May 14, 2014. We received a renewal notice, from the Federal Communications Commission, informing us that our license will expire for our KRI-761 radio frequency on July 6, 2014. This paperwork was forwarded to Bob Lewis and he renewed our license. We received a statement, from the New Jersey Motor Vehicle Services, listing all the abstract retrievals we completed in May. We received a refund, from Glatfelter Insurance, for removing the Bus from our Commercial Policy. The check, in the amount of

\$485.32, was received and deposited on May 27, 2014. We received three checks, from VALIC, for three Firefighter's LOSAP accounts. These Firefighter's left the Company before becoming vested in LOSAP. The three checks, in the amounts of \$1,692.01, \$4,983.72 and \$5,958.16, were received and deposited on May 13, 2014. We received the minutes from the New Jersey State Association of Fire Districts meeting which was held on March 1, 2014.

Legal

Joe said that the Audit Synopsis was filed with the State. Joe also stated that the deadline for filing the Ethics forms is June 13, 2014. All Commissioners are required to file this form. Joe stated that the State Comptroller's report is out on Fire District spending procedures. He went over some of the most important parts of this report and said that we were doing a good job.

Chief's Report

Captain Greg Player gave the Chief's report for the month of May, 2014. The Chief's asked to purchase the following item.

1) Five (5) Smart Doc SCBA brackets for 19-2-78, from Emergency Equipment Sales for a total of \$2,470.00.

A resolution was offered by Tom Ward and seconded by Doug Howlett, to purchase these SCBA brackets from Emergency Equipment Sales. A roll call vote was taken.

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

Committees

Frank gave a report on the Executive Board meeting which was held on May 22, 2014. Frank also gave a report on the trucks as follows.

1) The repaired water pump is back from Barg's.

2) We have been looking at some air brake issues with 19-2-96.

3) We will be replacing the front brakes and rotors on 19-2-66's vehicle this week.

4) We received prices for the clutch replacement on 19-2-96. Allied Diesel estimated \$3,900.00, and Campbell Supply estimated \$4,480.29. Neither one of these companies knows if the pump has to come out or not in order to remove the transmission.

Some discussion was had about the clutch job. It was decided that if the pump had to come out to complete the job, it would be better to have Campbell Supply do the job. They are also a fire truck sales and service company. A resolution was offered by Tom Ward and seconded by Harry Carter, to have Campbell Supply do the clutch job on 19-2-96. A roll call vote was taken.

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

Old Business

George said that we were able to get the above ground fuel tanks insured by Ace. The total price ended up being cheaper than last year.

New Business

Frank said that the left rear door closer in the hallway at the Route 33 Fire Station is leaking. A resolution was offered by Harry Carter and seconded by Doug Howlett, to have Breeze Mechanical. A roll call vote was taken.

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

George asked when we were going to complete the RTK survey at both stations. After some discussion, Harry said that he would head up this task with some help from the membership.

With no further business to come before the Board, the meeting was adjourned at 8:48 PM.