

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

June 1, 2015

**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, 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, 2015, motion carried.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
1691	A9-1	Bob Tice	250.00
1692	A11-2	Thomson West	40.00
1693	A12-2	Ace – American Insurance Co.	702.26
1694	A12-2	VFIS	15,002.70
1695	A12-2	VFIS	56,105.44
1696	A12-3	A. R. Communications	559.30
1697	A12-3	Batteries Plus Bulbs	90.95
1698	A12-3	Brice's Auto Supply, Inc.	959.16
1699	A12-3	Circle Auto Group	27.02
1700	A12-3	Cooper Electrical Supply Co.	535.18
1701	A12-3	Defender Emergency Products	95.00
1702	A12-3	Edwards Tire Company, Inc.	1,396.48
1703	A12-3	G & L Lawn Service, Inc.	1,270.00
1704	A12-3	Jersey Coast Fire Equipment, Inc.	112.50
1705	A12-3	Meineke Car Care Center #137	421.80
1706	A12-3	Minerva Cleaners	214.00
1707	A12-3	New Jersey Emergency Vehicles	299.20
1708	A12-3	Trius, Inc.	317.00
1709	A12-4	NetLink	199.00
1710	A12-6	Pedroni Fuel Co.	1,432.20
1711	A12-6	Greg Player	150.00

1712	A12-6	Dan Roth	150.00
1713	A12-8	JCP&L	1,409.69
1714	A12-8	N. J. American Water	149.45
1715	A12-8	N. J. Natural Gas	235.59
1716	A12-8	Verizon	381.34
1717	A12-8	Verizon Communications	65.81
1718	A12-8	Verizon Wireless	886.38
1719	A12-9	N. J. American Water	6,670.80
1720	A12-9	N. J. American Water	6,965.14
1721	A12-10	Frank E. Biddle III	1,375.00
1722	A12-10	Complete Security Systems, Inc.	351.96
1723	A12-10	Art Fariello	700.00
1724	A12-10	Freehold Cartage, Inc.	118.90
1725	A12-10	William Goffe	285.00
1726	A12-10	Sakoutis Brothers Disposal	75.00
1727	A12-12	N. J. State Association of Fire Districts	300.00
1728	A12-13	All Hands Fire Equipment	220.37
Electronic	A9-1	Payroll by Paychex (for May, 2015)	2,874.72
Electronic	A9-1	Tax Pay by Paychex (for May, 2015)	576.99
Electronic	A9-1	Paychex Fees (deducted June 10, 2015)	127.18
Electronic	A9-1	May 2015 N. J. Pension Payment	197.64
Total			\$104,296.15

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	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 March 7, 2015 New Jersey Association of Fire Districts quarterly meeting. The next meeting will be held on June 6, 2015 at the Howell Township Fire District #2 Route 33 Fire Station. This meeting will start at 9:30 AM. We received two Service Reports, from EMR Power System, for the service checks with load performed on our two Emergency Generators. This work was completed on May 1, 2015. They did make some repairs to the Route 524 Fire Station Emergency Generator after it failed to start. These repairs included a new starter solenoid.

Frank sent a letter to Grantmasters Incorporated, letting them know that we passed a resolution to hire their company to write a grant for the purpose of purchasing New SCBA's. We received an e-mail from Michael Penzotti indicating that Grantmasters would work on writing a grant for us. We received an e-mail, from Sally Terral at HGACBuy, letting us know that we are now members. This e-mail included an Interlocal Contract for Cooperative Purchasing. We received a statement, from the State of New Jersey Motor Vehicle Services, for all the abstract lookups completed in April, 2015.

### **Legal**

Joe handed out copies of the Resolution Accepting The Audit Report For The Year Ended December 31, 2014. This resolution was adopted on May 4, 2015. Joe also handed out the Annual Audit Review Group Affidavit. Each Commissioner signed five copies. Joe kept one, Frank will mail one to Robert A. Hulsart & Company and the Board will file the remaining copies.

Ryan Bailey, from Campbell Supply, addressed the Board about the purchase of a New Rescue Pumper from the HGACBuy. Campbell Supply has been working with the Truck Committee and has drawn up a contract for the purchase with a price of \$799,973.00. If interested the Board could pre-pay for the New Rescue Pumper with a discount. Mr. Bailey said that he would contact the Board with the exact discount in a few days. This New Rescue Pumper has been in the works for a couple years and the funds are available in Capital Reserve. A resolution was offered by Harry Carter and seconded by Tom Ward, to purchase this New Rescue Pumper from the HGACBuy for a total of \$799,973.00. If the discount will save the Board some money, we should pre-pay for the truck in full. A roll call vote was taken.

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

### **Chief's Report**

Chief Bob Tice gave his incident report for the month of May, 2015. The Chief would like to purchase the materials needed to install a training roof on the old propane enclosure at the Route 33 Fire Station. The cost of these materials would be \$3,305.98 from the Route 9 Home Depot in Howell. After some discussion, A resolution was offered by Frank Biddle and seconded by Harry Carter, to purchase these materials from Home Depot. 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 28, 2015. Frank also gave a report on the trucks as follows.

- 1) 19-2-66 vehicle was repaired at New Jersey Emergency Vehicles for an electrical issue.
- 2) Edwards Tire installed new front tires on 19-2-78.
- 3) First Priority has ordered the fuel tank for 19-2-78.
- 4) Campbell Supply sent us a new door stay for 19-2-75 until they come up with a new design.
- 5) Frank replaced the coolant overflow tank on 19-2-98.
- 6) Meineke Car Care replaced the exhaust system on 19-2-98.
- 7) Frank ordered three new Survivor Light Chargers from Jersey Coast Fire Equipment.

### **Old Business**

George asked the Chief's if they have made any progress on the prices for the audio visual system for the Route 33 Fire Station. George said that he would like to complete the project before the end of the year and he has some help lined up to get the prices. The Chief's asked for another month or two to get a plan together.

George said that he has not heard anything from Breeze Mechanical. He will give them a call to see if they are still interested on the repairs to the Radio Room at the Route 33 Fire Station.

### **New Business**

Wayne Gravatt asked to use the Route 33 Fire Station to hold a blood drive. A motion was made by Tom Ward and seconded by Harry Carter, granting his request, Motion passed.

With no further business to come before the Board, the meeting was adjourned at 8:55 PM.