

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

June 5, 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 8:03 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. 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 1, 2017, motion carried.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
2403	A11-2	Dell Marketing, Inc.	1,746.00
2404	A11-2	Thomson West	48.00
2405	A12-2	USG Insurance Services, Inc.	755.51
2406	A12-2	VFIS	17,841.45
2407	A12-3	Absolute Fire Protection Company, Inc.	407.65
2408	A12-3	Alpine Software Corp.	8,873.75
2409	A12-3	Brannings Freehold Auto Body	1,162.50
2410	A12-3	Cooper Electric Supply Co.	1,077.31
2411	A12-3	Electronic Measurement Laboratories, Inc.	10.00
2412	A12-3	Freehold Ford	7,871.77
2413	A12-3	G & L Lawn Service, Inc.	1,226.00
2414	A12-3	Hughes Environmental Services, Inc.	150.00
2415	A12-3	Minerva Cleaners	1,424.50
2416	A12-3	M & W Communications, Inc.	27.82
2417	A12-3	Township of Howell	1,650.00
2418	A12-3	Wireless Communications & Electronics	1,825.00
2419	A12-4	Family Practice of CentraState	130.00
2420	A12-4	NetLink	199.00
2421	A12-6	Tim McKay	150.00
2422	A12-6	Dan Roth	150.00
2423	A12-6	Pedroni Fuel Co.	398.60

2424	A12-7	Power DMS	4,512.00
2425	A12-8	Michael Banasz	270.00
2426	A12-8	JCP&L	1,329.37
2427	A12-8	N. J. American Water	180.88
2428	A12-8	N. J. Natural Gas	528.66
2429	A12-8	Tim McKay	270.00
2430	A12-8	Greg Player	270.00
2431	A12-8	Verizon	394.25
2432	A12-8	Verizon Communications	65.79
2433	A12-8	Verizon Wireless	633.08
2434	A12-9	N. J. American Water	6,900.30
2435	A12-9	N. J. American Water	8,044.74
2436	A12-10	Complete Security Systems, Inc.	351.96
2437	A12-10	EMR Power Systems, LLC	230.00
2438	A12-10	Art Fariello	585.00
2439	A12-10	Freehold Cartage, Inc.	118.90
2440	A12-10	William Goffe	285.00
2441	A12-10	Sakoutis Brothers Disposal	75.00
2442	A12-13	Skylands Area Fire Equipment & Training	8,654.48
2443	A9-1	Michael Banasz	250.00
2444	A12-3	Brice's Auto Supply, Inc.	135.72
2445	A12-4	Hartford Steam Boiler	55.00
Electronic	A9-1	Payroll by Paychex (for May 2017)	2,494.20
Electronic	A9-1	Tax Pay by Paychex (for May 2017)	516.33
Electronic	A9-1	Paychex Fee (deducted 06-12-17)	271.82
Electronic	A9-1	May 2017 N. J. Pension Payment	165.15
Total			\$84,712.49

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 Thomas Ward, seconded by Doug Howlett, and a roll call vote was taken.

Harry Carter	yes
George Patten	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.

An email was received from Glatfelter Claims Management, stating that they would be sending us a check for the damage to 19-2-66 Chief's Vehicle from the deer strike. The check, in the amount of \$760.50, was received and deposited on May 8, 2017.

We received an email, from Chief Robert Lewis, stating that insurance should be covering the damaged to the comparator. We still may have to pay our portion of the \$1,000.00 deductible. We received an email, from Chief Robert Lewis, stating that our portion of the interference study and the installation of filters is \$1,825.00. This payment, to Wireless Communications, was made in this evenings vouchers.

We received two service reports, from EMR Power Systems, for the two service checks completed on our two emergency generators on May 2, 2017. We received the minutes from the March 4, 2017 New Jersey Association of Fire Districts meeting. The next meeting was held on June 3, 2017. We received a statement, from the New Jersey Motor Vehicle Services, for all abstract retrievals completed in April, 2017.

### **Legal**

Joe introduced a gentleman from the Atlantic Highlands Fire Company. His company is interested in purchasing the old 19-2-85. This vehicle is a 1991 Mack/Saulsbury Rescue Truck. The Board has declared this vehicle as surplus and is looking to sell it. The Board and the representative from Atlantic Highlands went back and forth about a purchase price. Atlantic Highlands offered a maximum of \$25,000.00 and the Board was looking for \$30,000.00. After all was said and done, the Board thanked Atlantic Highlands for their time, and decided to list the truck at govdeals.com. A resolution was offered by George Patten and seconded by Doug Howlett, to join govdeals.com in order for the Board to sell surplus equipment. A roll call vote was taken.

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

Joe handed out the completed resolution, from May 1, 2017, awarding a contract to Alpine Software.

The Board asked Joe to draw up a resolution declaring 30 SCBA 4.5 Breathing Units, AV-2000 Face Masks and Voice Amplifiers as surplus equipment. This resolution was offered by Tom Ward and seconded by Doug Howlett. A roll call vote was taken.

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

### **Chief's Report**

Chief Michael Banasz gave his incident report for the month of May 2017. The Chief asked permission to loan Station 14-1 some 4.5 SCBA bottles till they can replace their out of date bottles. A resolution was offered by George Patten and seconded by Doug Howlett, to loan Station 14-2 as many SCBA bottles as they need. A roll call vote was taken.

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

### **Committees**

Tom gave a report on the Executive Board meeting, which was held on May 25, 2017.

A report was given on the trucks as follows.

- 1) 19-2-90 was repaired at Absolute. One hydro line needed to be replaced.
- 2) 19-2-66 vehicle was repaired at Brannings Auto Body.
- 3) 19-2-85 went to be displayed at the Harrisburg Fire Show and is now back in service.
- 4) 19-2-85 will be going to Continental in the next couple months for a cascade update.
- 5) The parts are on order to repair the Route 33 Fire Station Air Compressor.
- 6) Asst. Engineer Art has taken a job in Delaware and will no longer be working for us.

### **New Business**

Tom said that the heater in the bays of the Route 33 Fire Station is making some strange noises. After some discussion, a resolution was offered by Harry Carter and seconded by Doug Howlett, to have Breeze Heating and Air Conditioning come out and repair the issue. A roll call vote was taken.

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

With no further business to come before the Board, the meeting was adjourned at 9:08 PM.