

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

May 3, 2010

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 8:07 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. Daniel Drabkin, our VALIC representative, was 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 April 5, 2010.

The following Vouchers have been submitted for payment.

| VOUCHER | LINE # | VENDOR | AMOUNT |
|----------------|---------------|---|---------------|
| 2840 | A12-2 | VFIS | 47,032.50 |
| 2841 | A12-3 | Brice's Auto Supply, Inc. | 505.66 |
| 2842 | A12-3 | Mr. Driveshaft | 94.46 |
| 2843 | A12-3 | Edwards Tire Company, Inc. | 1,709.16 |
| 2844 | A12-3 | Freehold Ford | 3,863.59 |
| 2845 | A12-3 | G & L Lawn Service, Inc. | 2,860.00 |
| 2846 | A12-3 | Global Traffic Technologies | 190.00 |
| 2847 | A12-3 | Grainger | 28.02 |
| 2848 | A12-3 | Ken's Body Works, Inc. | 1,365.04 |
| 2849 | A12-4 | Family Practice of Central Jersey / OHS | 130.00 |
| 2850 | A12-4 | Robert A. Hulsart & Co. | 5,850.00 |
| 2851 | A12-5 | Howell Township Fire Company No. 1 | 55,000.00 |
| 2852 | A12-6 | Pedroni Fuel Co. | 1,496.99 |
| 2853 | A12-7 | ACS Firehouse Software | 845.00 |
| 2854 | A12-7 | Katie Carter | 1,840.97 |
| 2855 | A12-7 | Greg Player | 383.04 |
| 2856 | A12-7 | Robert Tice | 2,684.20 |
| 2857 | A12-8 | Amerigas | 2,951.63 |
| 2858 | A12-8 | JCP&L | 1,407.28 |
| 2859 | A12-8 | N. J. American Water | 427.94 |

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|------------|--------|---------------------------------------|--------------|
| 2860 | A12-8 | N. J. Natural Gas | 127.14 |
| 2861 | A12-8 | Verizon | 285.80 |
| 2862 | A12-8 | Verizon Wireless | 538.02 |
| 2863 | A12-8 | Verizon Communications | 67.97 |
| 2864 | A12-9 | N. J. American Water | 10,885.94 |
| 2865 | A12-10 | Freehold Cartage, Inc. | 118.90 |
| 2866 | A12-10 | Sakoutis Brothers Disposal | 75.00 |
| 2867 | A12-13 | Safe-T | 23,898.40 |
| 2868 | A12-14 | Farmingdale Fire Dept. | 8,000.00 |
| 2869 | E-9 | Cede & Co. | 27,100.00 |
| Electronic | A9-1 | Payroll by Paychex (for 04-30-10) | 2,920.50 |
| Electronic | A9-1 | Tax Pay by Paychex (for 04-30-10) | 569.55 |
| Electronic | A9-1 | Paychex Fees (deducted 05-10-10) | 9.95 |
| Electronic | A9-1 | April 2010 N. J. Pension Payment | 159.30 |
| | | Sub Total | \$205,421.95 |
| | | The Following is from the 2009 Budget | |
| 2870 | | Capital Appropriation | |
| | E-9 | Motorola | 8,172.94 |
| | | Grand Total | \$213,594.89 |

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 an e-mail from Underwriters Laboratories, which contained our ground ladder report. All ground ladders passed. We received a second e-mail from Underwriters, which contained the preliminary findings from the Aerial Truck Inspection. This report stated that the Aerial failed for 2 things. The waterway has a leak that needs to be repaired and the waterway relief valve needs to be rebuilt.

We received a check from Liberty Mutual, which is an over payment on our Workers Compensation Policy. The check, in the amount of \$139.00, was received and deposited on April 17, 2010. We also received our final audit for our Workers Compensation Policy. This audit resulted in a \$2,838.00 credit. We received another credit invoice from Liberty Mutual for a total of \$5,582.00. We then received a check from Liberty Mutual for this credit invoice.

The check, in the amount of \$5,582.00, was received and deposited on April 12, 2010. We received an invoice from Sound Billing for an oil change on the 2004 Chiefs car. This invoice, in the amount of \$35.98, was paid with credit that we have with Sound Billing. We received a check from VFIS for the claim we turned in for the accident Bob Tice had with his Chiefs car. The check, in the amount of \$ 1,265.14, was received and deposited on April 7, 2010.

Legal

Joe read the Audit report from Robert Hulsart. The final recommendations were none. A resolution was offered by Frank Biddle III and seconded by Doug Howlett, accepting the Audit report a read. A roll call vote was taken.

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

George gave Joe the Synopsis of the Budget for publication. Joe read the resolution, from April 5, 2010, authorizing the conveyance of personal property to the Howell First Aid Squad. Joe spoke about some pension changes going on in the State.

At this time Chairman Carter introduced Daniel Drabkin, our VALIC representative, for questions that Bill Goffe has about our program. After a long discussion, it was stated that Valic messed up with Mr. Goffe's LOSAP funds and will get things back in order very soon. After all was said, the program we have is the program that we wanted when we purchased it.

Chief's Report

Chief Brian Prochnow gave his incident report for the month of April, 2010. The Chief's still want to know if the Board plans on getting rid of one of the Macks when the new Engine arrives. The Chief's would like to order the equipment for the new Engine soon and need to know if they can use some of the equipment from one of the Macks. The Board did not come up with an answer for the Chiefs.

Committees

Frank gave a report from the Executive Board meeting, which was held on April 22, 2010. Frank said that the Fire Bureau is ordering shirts to commemorate the 50 years of the Bureaus existence. The Fire Bureau would like each District to purchase at least 5 shirts. Frank also gave a report on the trucks. Bob Tice's Chief's car and the Brush truck have been repaired.

Old Business

Frank reminded the Board about the Joint Board meeting on June 3, 2010 and also the State Association meeting on June 5, 2010.

Doug gave Joe the Specs for the repaving job at the Route 524 Fire Station. After some discussion, a resolution was offered by Frank Biddle III and seconded by Tom Ward, to go out to bid for the repaving job at the Route 524 Fire Station. A roll call vote was taken.

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

Joe will advertise the repaving job and include the Bid opening date of June 8, 2010 at 4:00 PM.

Frank asked the Board if they wanted to take any action on the Fire Bureau shirts. After some discussion, a resolution was offered by Frank Biddle III and seconded by Harry Carter, to purchase 6 shirts from the Fire Bureau for around \$12.50 each. A roll call vote was taken.

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

New Business

Frank said that Fire One will complete our annual pump tests for \$215.00 each. A resolution was offered by Harry Carter and seconded by Tom Ward, to have Fire One conduct our pump tests this year. A roll call vote was taken.

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

Harry turned over the Physical forms to the Chief's for the June 30, 2010 annual Firefighters Physicals. The Chief's said that they would hand the forms out at the June 2, 2010 Fire Company meeting.

With no further business to come before the Board, the meeting was adjourned at 9:54 PM.