

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

May 7, 2012

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, 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 Tom Ward and seconded by Doug Howlett; to approve the minutes of the last meeting held on April 2, 2012, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
3605	A12-2	VFIS	51,131.08
3606	A12-3	A. R. Communications	389.50
3607	A12-3	Barg's Lawn & Garden Shop, Inc.	63.19
3608	A12-3	Brice's Auto Supply, Inc.	37.61
3609	A12-3	Campbell Supply Company, Inc.	692.93
3610	A12-3	George Gravatt Sr.	267.74
3611	A12-3	G & L Lawn Service, Inc.	1,040.00
3612	A12-3	Minerva Cleaners	365.00
3613	A12-3	My Fleet Center . Com	38.68
3614	A12-4	Net Link	199.00
3615	A12-5	Howell Township Fire Company #1	85,000.00
3616	A12-6	Pedroni Fuel Co.	2,068.83
3617	A12-7	Robert Tice	4,577.45
3618	A12-8	JCP&L	1,298.42
3619	A12-8	N. J. American Water	168.95
3620	A12-8	N. J. Natural Gas	164.43
3621	A12-8	Verizon	328.24
3622	A12-8	Verizon Communications	58.98
3623	A12-8	Verizon Wireless	642.66
3624	A12-9	N. J. American Water	6,605.01
3625	A12-9	N. J. American Water	5,733.52

3626	A12-10	Freehold Cartage, Inc.	118.90
3627	A12-10	Sakoutis Brothers Disposal	75.00
3628	A12-10	Tri Air Testing, Inc.	405.20
3629	A12-12	N. J. State Association of Fire Districts	300.00
3630	A12-13	Team Life, Inc.	4,602.00
3631	A12-14	Farmingdale Fire Dept.	8,000.00
3632	E-9	Cede & Company	18,250.00
3633	A12-3	Underwriters Laboratories, Inc.	2,195.00
Electronic	A9-1	Payroll by Paychex (for 04-30-12)	2,944.83
Electronic	A9-1	Tax Pay by Paychex (for 04-30-12)	518.22
Electronic	A9-1	Paychex Fee (deducted 05-10-12)	119.67
Electronic	A9-1	April 2012 N. J. Pension Payment	186.30
		Total	\$198,586.34

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 a Loss Prevention Guidelines Booklet from Liberty Mutual. We also received Workers Compensation Posters from Liberty Mutual. We received the hydraulic oil analysis results from the Aerial Truck test. The results were acceptable. We finally received the Notice of Violation from our boiler inspection, which was completed in November of 2011. The repairs were made in January, 2012. This Notice also included the bill for \$80.00, which was paid at the April 2, 2012 meeting. We received a check from the State of New Jersey, for reimbursement for Hurricane Irene. The check, in the amount of \$1,771.13, was received and deposited on April 26, 2012. The Board will reimburse the Fire Company the portion that they spent of food for the hurricane.

We received an overdue bill from New Jersey American Water. This bill is for 5 new fire hydrants that N. J. American Water has failed to tell us their location. George has sent them a request for the locations of these new hydrants, but has not heard from them. We received an Air System Inspection Report from Continental Fire and Safety, for the work completed on our breathing air compressor.

We received our copy of the Service Agreement with Sakoutis Brothers Disposal. This contract is for \$75.00 per month for 60 months. We received a statement, from The State of New Jersey

Motor Vehicle Services, for our abstract retrieval service. We received a bill, from Zurich Insurance Services for the insurance on our above ground fuel tanks. The bill is for \$935.00 and will be paid in June.

Legal

Joe read a letter, addressed to Robert A. Hulsart and Company, which states that the Board of Fire Commissioners, Howell Twp. Dist.2 was not involved in any litigation of any nature whatsoever, neither as a party plaintiff nor party defendant as of December 31, 2011. A copy of that letter will be attached to these minutes. Joe also read the results of the Audit for the year ended December 31, 2011. Joe read page 38 and 39 of the Audit. These pages state that there are no reportable conditions of our Financial Statement and no recommendations for our Financial Statement. Joe congratulated the Board on another job well done. Joe also read the new Fire Protection Agreement with the Howell Township Fire Company No.1. The new agreement is for \$85,000.00 for 2012 and back to \$55,000.00 for every year after. A resolution was offered by George Patten and seconded by Tom Ward, to enter into this agreement with the Fire Company. 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 Brian Prochnow gave his incident report for the month of April, 2012. The Chief would like to purchase the following items.

- 1) Registration for 8 Firefighters and rooms in Baltimore for the Firehouse EXPO. The cost of the seminar is \$299.00 each.
- 2) Ten (10) Motorola Pagers with Chargers from Motorola Solutions for a total of \$4,272.00.

A resolution was offered by Harry Carter and seconded by Doug Howlett, granting the Chief's request. A roll call vote was taken.

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

A lengthy discussion was had on the lawsuit with Scott and SCI about the air bottles we purchased the last two years. Joe said that we should not provide any information until an OPRA request has been made. The purchase of the SCI air bottles saved the Board of Fire Commissioners, Howell Twp. Dist.2 several thousand dollars.

Chief Tice asked the Engineer to help clean up the cage area at the Route 524 Fire Station. Frank said that he would help with this cleanup.

Committees

Frank gave a report on the Executive Board Meeting, which was held on April 26, 2012. Frank then gave a report on the trucks as follows.

- 1) 19-2-68 had his vehicle serviced at Jiffy Lube.
- 2) The tank light brackets for 19-2-96 had been picked up and Big Bill's Welding will help Frank install them. Bill estimated the cost for welding at \$150.00.
- 3) Aerial Truck Testing was completed on April 10, 2012. Frank said that the truck failed for six items.
- 4) Ground Ladder Testing was completed on April 11, 2012. One attic ladder on 19-2-85 failed inspection because it was bent. Frank said that he will destroy this ladder. Frank also said that he forgot to test two ground ladders on 19-2-90. He said that UL will test them when they are back in the area.
- 5) Campbell Supply came to look at the jack problem with 19-2-90. They temporarily repaired the problem.
- 6) Campbell Supply repaired the blown hydraulic hose for the generator on 19-2-78.

Frank said that 19-2-90 needs several repairs and that Campbell Supply has been doing a great job on emergency repairs for us. Frank would recommend Campbell Supply to repair 19-2-90. A resolution was offered by Harry Carter and seconded by Doug Howlett, to let Campbell Supply repair 19-2-90. A roll call vote was taken.

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

Old Business

Frank said that we finally received a quote, from New Jersey Natural Gas, for the installation of Natural Gas to the Route 33 Fire Station. The quote is for \$11,948.00, far more than the \$5,000.00 we made a resolution for several months ago. After some discussion, a resolution was made by Harry Carter and seconded by Doug Howlett, amending the old resolution to the price of \$11,948.00. A roll call vote was taken.

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

While N. J. American Water was installing a new water line for a new development on Strickland Road, they asked if we would like a New Fire Hydrant installed on the corner of Strickland Road and Scenic Drive. We went over to look at the site and there are no other Fire Hydrants close to that area. After some discussion, a resolution was offered by Harry Carter and seconded by George Patten, to have N. J. American Water install the New Fire Hydrant. We would add the tariff for this hydrant to our bill. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes

Thomas Ward yes
Doug Howlett yes

George told everyone to turn in the old cell phones as soon as possible. After some discussion, a resolution was offered by Harry Carter and seconded by Tom Ward, to declare the old phones as excess equipment and to donate them to the Howell Township Seniors. A roll call vote was taken.

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

George also told the Board that the new cell phones were free.

New Business

Frank said that the Norton 360 renewal is coming up and that we should purchase this for another year. The cost for the renewal is \$79.99 and will protect 3 devices. Chief Prochnow asked if we could also get Norton 360 for the Chief's computers. After some discussion, a resolution was offered by George Patten and seconded by Harry Carter, to have Pete Hall from Net Link look at all of our computers and give us a report on their conditions. If Mr. Hall tells Frank that he recommends Norton 360, Frank can go ahead and purchase the Norton 360 for all computers. A roll call vote was taken.

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

George Gravatt said that we need a new Time clock for the rear parking lot lights at the Route 33 Fire Station. The cost for this job would be about \$140.00. A resolution was offered by Doug Howlett and seconded by George Patten, to have George Gravatt replace the time clock. A roll call vote was taken.

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

George Gravatt also said that the flag pole lights at the Route 33 Fire Station need a new ballast. The cost for this repair would be about \$200.00. A resolution was offered by Doug Howlett and seconded by Harry Carter, to let George Gravatt make this repair. A roll call vote was taken.

Harry Carter yes
George Patten yes
Frank Biddle III yes

Thomas Ward	yes
Doug Howlett	yes

We received a New Breathing Air System Contract from Continental Fire and safety. The cost of this contract would be \$1,705.00 and would include two services in the course of one year. A resolution was offered by George Patten and seconded by Harry Carter, to enter into this contract with Continental. A roll call vote was taken.

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

Frank said that he received prices on the installation of a New Snow Plow on the 2002 Chevy suburban. The cost was from \$3,265.00 at FDR Hitches in Roselle Park to \$4,549.00 at Trius in Wall. After some discussion, Frank was asked to get a price from Trius to swap the old plow frame from the 1990 Suburban to the 2002 Suburban.

Chris Pujat said that he will have all the prices for the New Radio Equipment for the next meeting. He said that it looks like it will all be on State Contract. WPCS out of Lakewood would most likely be the installer.

Bill Goffe said that since the new antenna was installed at Howell PD, that the pagers sound a lot better.

With no further business to come before the Board, the meeting was adjourned at 10:33 PM.