

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

May 1, 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 8:00 PM.

A Roll call was taken showing George Patten, Harry Carter, Thomas Ward, and Doug Howlett present. Also in attendance was Joseph Youssef, Board Attorney. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by Doug Howlett and seconded by George Patten; to approve the minutes of the last meeting held on April 3, 2017, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
2377	A12-2	VFIS	58,738.32
2378	A12-3	Absolute Fire Protection Company, Inc.	4,297.80
2379	A12-3	G & L Lawn Service, Inc.	652.00
2380	A12-3	Peet Brothers Company, Inc.	410.75
2381	A12-3	Pete's Pruning & Tree Service	1,200.00
2382	A12-3	Underwriters Laboratories, Inc.	450.00
2383	A12-3	Weilgus & Sons	1,762.00
2384	A12-4	NetLink	199.00
2385	A12-4	Joseph D. Youssef, Esq.	11,715.38
2386	A12-5	Howell Township Fire Company #1	55,000.00
2387	A12-6	Pedroni Fuel Co.	560.79
2388	A12-7	Dan Roth	9,078.30
2389	A12-8	JCP&L	1,204.39
2390	A12-8	N. J. American Water	180.34
2391	A12-8	N. J. Natural Gas	714.11
2392	A12-8	Verizon	395.71
2393	A12-8	Verizon Communications	65.79
2394	A12-8	Verizon Wireless	633.08
2395	A12-9	N. J. American Water	8,044.74
2396	A12-9	N. J. American Water	6,900.30
2397	A12-10	Frank E. Biddle III	1,375.00

2398	A12-10	Freehold Cartage, Inc.	118.90
2399	A12-10	Jersey Coast Fire Equipment, Inc.	115.00
2400	A12-10	Sakoutis Brothers Disposal	75.00
2401	A12-13	M & W Communications, Inc.	3,663.96
2402	A12-13	Continental Fire & Safety	1,674.00
Electronic	A9-1	Payroll by Paychex (for April 2017)	3,309.99
Electronic	A9-1	Tax Pay by Paychex (for April 2017)	705.04
Electronic	A9-1	Paychex Fee (deducted 05-10-17)	151.10
Electronic	A9-1	April 2017 N. J. Pension Payment	237.15
Total			\$173,627.94

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
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 check, from the Township of Howell, which is the first payment for the 2017 Fire Taxes. The check, in the amount of \$233,750.00, was received and deposited on April 5, 2017. We received a statement, from the N. J. Motor Vehicle Services, for all abstract retrievals completed in March, 2017.

Legal

Joe informed the Board why the bid failed to be advertised after the last meeting. After some discussion, it was decided that Alpine was a sole source vendor and that we would be able to purchase without going to bid. A resolution was offered by Harry Carter and seconded by Tom Ward, to purchase the Red Alert software from Alpine for \$35,495.00. 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 April, 2017. The Chief would like to purchase the following items.

- 1) Three (3) New Desktop Computers from Dell, on State Contract, for a total of \$1,978.80.
- 2) Two (2) Wi-Fi amplifiers for the two Fire Stations, for around \$250.00 each.
- 3) Three (3) External desktop computer fans, for around \$100.00 each.
- 4) Three (3) UPS Power Supplies for the equipment for around \$100.00 each.

After some discussion, a resolution was offered by Tom Ward and seconded by Doug Howlett, granting the Chiefs request. 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 April 27, 2017.

A report was given on the trucks as follows.

- 1) 19-2-90 is back from repairs at Absolute.
- 2) 19-2-66 Chiefs car struck a deer in route to a fire call on April 29, 2017. VFIS was notified and we will be getting an estimate from Brannings.
- 3) The Route 33 Fire Station air compressor has failed again. Graga Construction is putting a quote together for repair or replacement.
- 4) We need some replacement batteries for the door locks.

A resolution was offered by Tom Ward and seconded by Doug Howlett, to have Graga replace the air compressor, not to exceed \$2,500.00, and to purchase the door lock batteries. A roll call vote was taken.

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

Old Business

George said that he met with a representative of Liberty Mutual and they have no recommendations for us.

Tom said that he is still working with the buntings for the Route 33 Fire Station.

New Business

Harry said that he has made arraignments for the annual Firefighters Physicals with Access Health. The physicals will be on June 21, 2017 at the Route 33 Fire Station. A resolution was offered by Harry Carter and seconded by Tom Ward, approving the physicals with Access Health. A roll call vote was taken.

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

George said that the new Insurance Company that will insure our above ground fuel tanks is USG Insurance Services. The cost for this insurance would be \$755.51. The coverage period would be July 5, 2017 through July 5, 2018. This company was found for us by VFIS. A resolution was offered by Harry Carter and seconded by Tom Ward, to purchase this insurance from USG for a cost of \$755.51. 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 9:00 PM.