

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

May 6, 2013

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, Harry Carter, Tom 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 Harry Carter; to approve the minutes of the last meeting held on April 1, 2013, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
3984	A11-2	Thomson West	32.00
3985	A12-3	Absolute Fire Protection Company, Inc.	1,518.90
3986	A12-3	Brice's Auto Supply, Inc.	604.11
3987	A12-3	Electronic Measurement Labs., Inc.	150.00
3988	A12-3	First Priority Emergency Vehicles, Inc.	326.56
3989	A12-3	G & L Lawn Service, Inc.	524.00
3990	A12-3	J. Ford Electric	488.15
3991	A12-3	Pine Belt	1,420.82
3992	A12-3	Sea Breeze Ford	14.15
3993	A12-3	Underwriters Laboratories, Inc.	2,105.50
3994	A12-4	NetLink	199.00
3995	A12-5	Howell Township Fire Company # 1	55,000.00
3996	A12-6	Pedroni Fuel Co.	1,619.49
3997	A12-7	George Gravatt Jr.	225.00
3998	A12-8	JCP&L	1,315.33
3999	A12-8	N. J. American Water	135.30
4000	A12-8	N. J. Natural Gas	602.63
4001	A12-8	Verizon	361.07
4002	A12-8	Verizon Communications	61.98
4003	A12-8	Verizon Wireless	723.80
4004	A12-9	N. J. American Water	6,670.80

4005	A12-9	N. J. American Water	6,143.41
4006	A12-10	Freehold Cartage, Inc.	118.90
4007	A12-10	Sakoutis Brothers Disposal	75.00
4008	A12-13	Fire Fighters Equipment Company, Inc.	22,941.90
4009	A12-14	Farmingdale Fire Dept.	8,000.00
4010	E-9	Cede & Co.	12,850.00
4011	A12-2	Liberty Mutual Insurance Group	3,075.00
4012	A12-7	Bob Tice	5,740.22
4013	A12-3	Stanley Security Solutions, Inc.	5,042.35
4014	A12-3	A. R. Communications	595.00
4015	A12-3	Seaboard Welding Supply, Inc.	212.50
4016	A12-2	VFIS	54,471.88
Electronic	A9-1	Payroll by Paychex (for 04-30-13)	2,876.81
Electronic	A9-1	Tax Pay by Paychex (for 04-30-13)	582.46
Electronic	A9-1	Paychex Fees (deducted 05-10-13)	190.08
Total			\$197,138.02

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	absent
Tom 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 also received a new Local Finance Notice which outlines the new Financial Disclosure Statement filing procedures. We received a communication from Sun National Bank, stating that the rate on our interest bearing account will be reduced to .01%. George stated that he was looking into changing banks and what benefits it would have.

Legal

Joe when over the new Professional Services Contract, which was adopted on March 1, 2013. Joe also gave a report on the proposed Joint Board agreement with the four other Howell Fire Districts. Joe recommended that we do not sign this agreement because there are some very gray areas. After Joe's recommendation, a motion was made by Harry Carter and seconded by Doug Howlett, to not approve this agreement as written. Motion passed.

Chief's Report

Chief Brian Prochnow gave his incident report for the month of April, 2013. The Chief's would like to purchase the following items.

- 1) One 24" Probar halligan from Continental Fire and Safety for a total of \$178.50 on State Contract #80956.
- 2) Install reverse lighting on the rear of 19-2-96 at a cost of \$538.14 from East Coast Emergency Lighting on State Contract #81336.
- 3) Eight Firefighters to attend the Baltimore Fire Expo at a cost of \$325.00 each.

A resolution was offered by Tom Ward and seconded by George Patten, granting the Chief's requests. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	absent
Tom Ward	yes
Doug Howlett	yes

The Chief also asked about the 2013 Firefighter Physicals. Harry said that he just received all the needed information from Access Health Systems. A resolution was offered by Harry Carter and seconded by Tom Ward, to contract with Access Health Systems for the annual Firefighter Physicals to start on Wednesday, June 26, 2013. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	absent
Tom Ward	yes
Doug Howlett	yes

The Chiefs also asked if the Board would look into a cleaning service contract for the Route 33 Fire Station. The Chief said that they can continue to clean the Route 524 Fire Station, but do not have the Manpower to take care of the second building.

Committees

Tom read the minutes from the Executive Board meeting which Frank had attended. Tom also gave a report on the trucks with notes that Frank had left.

- 1) Frank gave the skid plate for 19-2-93 to Bill's Welding to modify.
- 2) First Priority came and installed the new light head on the light tower on 19-2-85.
- 3) Frank replaced the backup alarm on 19-2-78.
- 4) Pine Belt replaced the bad master cylinder on 19-2-98.
- 5) Pine Belt also replaced the damaged AC line on 19-2-68's Suburban. PL Custom had worked on this vehicle and installed a screw into the AC line.
- 6) Frank went to PL Custom and gave them the damaged line along with the invoice from Pine Belt. PL Custom stated that they would look into reimbursing us the cost of the repair.
- 7) Absolute came and repair the body electrical problem on 19-2-78. The problem came back a few days later and the truck was taken to Absolute on Monday, May 6, 2013.
- 8) Absolute also ordered some parts for 19-2-90.

Old Business

George said that the Stanley Security software has been installed and works at this time. George said that the bad battery was replaced in the rear engine bay man door at the Route 33 Fire Station and the lock has been reprogramed.

George said that we received the competed Annual Financial Report from the auditor and that all was found in order. This report also included a report on the LOSAP.

New Business

Chris said that we need to purchase a new 764 phase selector for the OPTICOM System. The new selector is \$2,495.00 from Signal Control Products. A resolution was made by Tom Ward and seconded Harry Carter, to purchase the new phase selector from Signal Control Products. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	absent
Tom Ward	yes
Doug Howlett	yes

With no further business to come before the Board, the meeting was adjourned at 9:43 PM.