

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

August 3, 2020

**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.

Note: Due to the outbreak of COVID-19, this meetings starting time was moved up to 7:00 PM. The meeting also is being held with limited admittance of the Public. The meeting is being live streamed to the Board's Facebook page at Howell Fire District # 2. A link on the Board's website, howellfiredistrict2.com, will route anyone to the Facebook page.

The meeting was called to order by Vice Chairman Doug Howlett, at 7:00 PM.

A roll call was taken showing George Patten, Frank Biddle III, Doug Howlett and Robert Tice 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 Bob Tice and seconded by George Patten; to approve the minutes of the last meeting held on July 6, 2020, motion carried.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
3593	A11-2	Cory Biddle	100.00
3594	A11-2	Shore Business Solutions	55.00
3595	A12-3	Brice's Auto Supply, Inc.	357.27
3596	A12-3	Continental Fire & Safety	437.30
3597	A12-3	Cooper Electric Supply Co.	1,445.57
3598	A12-3	East Coast Emergency Lighting, Inc.	600.00
3599	A12-3	Electronic Measurement Laboratories, Inc.	209.90
3600	A12-3	G & L Lawn Service, Inc.	1,395.00
3601	A12-3	Grainger	141.68
3602	A12-3	Lester Glenn Auto Group	598.24
3603	A12-3	Minerva Cleaners	60.10
3604	A12-3	M & W Communications, Inc.	199.39
3605	A12-3	Safe-T-Tank	77.95
3606	A12-4	Allegiant Wireless, LLC	2,550.00
3607	A12-3	NetLink Web Services, LLC	199.00
3608	A12-6	J Swanton Fuel Oil Co.	1,295.51
3609	A12-7	All Hands Fire Equipment, LLC	1,000.00

3610	A12-8	JCP&L	1,353.35
3611	A12-8	N. J. American Water	218.32
3612	A12-8	N. J. Natural Gas	335.67
3613	A12-8	Verizon	946.41
3614	A12-8	Verizon Wireless	610.81
3615	A12-9	N. J. American Water	8,257.86
3616	A12-9	N. J. American Water	7,038.00
3617	A12-10	Freehold Cartage, Inc.	130.82
3618	A12-10	Sakoutis Brothers Disposal	101.92
3619	A12-3	Fail Safe Testing, LLC	3,470.70
3620	A12-3	Minerva Cleaners	500.65
3621	A12-4	Asbury Park Press	68.30
Electronic	A9-1	Payroll by Paychex (for July 2020)	3,264.00
Electronic	A9-1	Tax Pay by Paychex (for July 2020)	664.26
Electronic	A9-1	Paychex Fees (deducted 09-10-20)	147.58
Electronic	A9-1	July 2020 PERS/DCRP Payment	180.44
			\$38,011.00

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 Bob Tice, and a roll call vote was taken.

Harry Carter	absent
George Patten	yes
Frank Biddle III	yes
Doug Howlett	yes
Robert Tice	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 Howell Fire District #1, which is payment for the Howell Radio Study. The check, in the amount of \$3,990.00, was received and deposited on July 10, 2020. We received a second check, from Howell Fire District #3, which is also payment for the Howell Radio Study. The check, in the amount of \$3,990.00, was received and deposited on July 11, 2020. We received a third check, from Howell Fire District #5, which is also payment for the Howell Radio Study. The check, in the amount of \$5,910.00, was received and deposited on July 17, 2020.

We received a notification, from N. J. American Water, that they have started to bill us for three New Fire Hydrants along Route 33. These three hydrants are on the north side of the highway and east of the Angle Inn Development. Frank said that he did go out and verify the locations of these hydrants. We received a monthly report, from the Howell Fire Bureau, for June 2020. We received an air sample test report, from TRI Air Testing, for our Breathing Air Compressor at the Route 524 Fire Station. We received the minutes from the Howell Joint Board of Fire Commissioners meeting, which was held on July 9, 2020.

### **Legal**

Joe handed out the Annual Audit Review Group Affidavit. All Commissioners that were present and Joe signed these copies. Joe also handed out copies of the letter he sent to Robert Hulsart. This is called the Legal Letter, where he states that the Board is not involved in any litigation of any nature whatsoever. Joe also handed out copies of a resolution that the Board adopted at the July 6, 2020 meeting. This resolution was for accepting the Audit Report for the year ended December 31, 2019.

### **Chief's Report**

Chief Greg Player gave his incident report for the month of July 2020. The Chief said that he has one Firefighter that would like to take the EMT Certification class. The cost of this class is \$1,750.00 with Hackensack Meridian Health. The Chief asked if the Board would reimburse the Firefighter after successfully completing the class. After a short discussion, a resolution was offered by George Patten and seconded by Bob Tice, to reimburse the \$1,750.00 to the Firefighter after successfully completing the class. A roll call vote was taken.

Harry Carter	absent
George Patten	yes
Frank Biddle III	yes
Doug Howlett	yes
Robert Tice	yes

The Chief also said that the Annual Fire Hose testing was completed on July 31, 2020. There were only a few hoses that failed this year and we should not need to purchase any.

### **Committees**

Bob gave a report on the Howell Radio Study and the meeting with the Township. Bob said that the Township is interested in proceeding with a fix for the Radio System and will schedule a meeting with the State as soon as they can.

Frank gave a report on the trucks and equipment as follows.

- 1) 2-99 was taken to Lester Glenn for some AC work and picked up on August 1, 2020.
- 2) Continental Fire & Safety came out and replaced the gauges on the SCBA refill station at the Route 524 Fire Station.
- 3) We purchased three new Fuel Tank Gauges for our above ground tanks. They will be installed this week.
- 4) Campbell Supply came out to work on 2-75. They will be repairing the AC system, the foam gauge and servicing the truck. Frank asked if they would be able to do a front end alignment on that truck. They said yes, but the truck would have to come to them. Frank said that we will need to replace the front tires before the alignment can be done.

- 5) Would like to replace the four tires on the rear tandem of 2-90.
- 6) East Coast installed the GPS Opticom on 2-93.
- 7) Frank ordered three Kussmaul 30 amp plugs from TASC.
- 8) Clean Air came out and adjusted the exhaust drop for 2-75.
- 9) We did not receive any bids on the New Utility Vehicle. We went back out to bid a second time and will now receive bids on September 29, 2020.
- 10) UL will be testing the Aerial and Ground Ladders on August 12 and 13, 2020.
- 11) Absolute will be working on 2-78 as soon as a few parts come in.
- 12) Frank asked if he could purchase a piece of aluminum from Joseph Fazzio.

A discussion was held on the items to be purchased. A resolution was offered by Bob Tice and seconded by George Patten, to have the tires replaced on both 2-75 and 2-90 at Edwards Tire Company and to purchase the aluminum from Joseph Fazzio. A roll call vote was taken.

Harry Carter	absent
George Patten	yes
Frank Biddle III	yes
Doug Howlett	yes
Robert Tice	yes

### **Old Business**

Bob said that the last invoice we received from Allegiant Wireless will be the last one. Including that bill, we have now paid him what the original quote was told to us. Bob said that Howell Township may hire him to conduct a study on the paging system next.

Bob asked about installing a warning light on Route 33 to warn motorists that Fire Apparatus are entering the roadway. When we first built the Route 33 Fire Station, the State was investigating the possibility of installing a warning signal of some kind. We have never heard an update from the State. Bob stated that several time while responding to call that he has experienced some close call with motorists on Route 33. After a long discussion, a resolution was offered by Bob Tice and seconded by George Patten, to have Joe write the State of New Jersey, and ask if we can install some kind of warning signal. A roll call vote was taken.

Harry Carter	absent
George Patten	yes
Frank Biddle III	yes
Doug Howlett	yes
Robert Tice	yes

Doug was asked if he was able to get a price to restripe the parking lot at the Route 33 Fire Station. He said that he was still waiting for a vendor to get back to him. He said that he would reach out again and will have a quote for the September 14, 2020 meeting.

Frank asked how the Board would like to word the changes to the LOSAP rules concerning a Member leaving the Fire Company before becoming vested. A long discussion was held with lots of ideas being explained.

**New Business**

Frank said that it was a good time to have Bailey's Square Janitorial Service come in and clean the Route 33 Fire Station. Doug said that he would contact them if we voted to. After some discussion, a resolution was offered by Bob Tice and seconded by George Patten, to have Bailey's clean the Route 33 Fire Station. A roll call vote was taken.

Harry Carter	absent
George Patten	yes
Frank Biddle III	yes
Doug Howlett	yes
Robert Tice	yes

With no further business to come before the Board, the meeting was adjourned at 8:19 PM.