

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

July 6, 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 Chairman Harry Carter, at 7:00 PM.

A Roll call was taken showing George Patten, Frank Biddle III, Harry Carter, Doug Howlett and Robert Tice 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 George Patten and seconded by Bob Tice; to approve the minutes of the last meeting held on June 1, 2020, motion carried.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
3555	A12-7	Tim McKay	225.00
		The above is to replace lost check #3509 from the May 4, 2020 meeting. Not counted in Total	
3556	A11-2	Alconic, LLC	500.00
3557	A11-2	Cory Biddle	100.00
3558	A11-2	Thomson Reuters – West	132.00
3559	A12-3	Absolute Fire Protection Company, Inc.	2,271.38
3560	A12-3	Alpine Software Corp.	5,476.42
3561	A12-3	Frank E. Biddle III	20.25
3562	A12-3	Brannings Freehold Auto Body	1,285.89
3563	A12-3	Brice's Auto Supply, Inc.	394.74
3564	A12-3	Campbell Supply Co.	1,766.49
3565	A12-3	CSC Service Works / Super Laundry	245.23
3566	A12-3	Defender Emergency Products	3,188.37
3567	A12-3	Electronic Measurement Laboratories, Inc.	336.00
3568	A12-3	Firefighter 1	2,067.30
3569	A12-3	G & L Lawn Service, Inc.	1,566.00

3570	A12-3	Hughes Environmental services, Inc.	150.00
3571	A12-3	Mistras Group, Inc.	1,250.00
3572	A12-3	Pete's Pruning & Tree Service	300.00
3573	A12-3	Wireless Communications and Electronics	1,512.00
3574	A12-4	NetLink	199.00
3575	A12-4	Joseph D. Youssef, Esq.	9,115.00
3576	A12-6	ESI Equipment, Inc.	336.00
3577	A12-6	J Swanton Fuel Oil Co.	547.26
3578	A12-7	All Hands Fire Equipment, LLC	400.00
3579	A12-7	Power DMS	5,585.30
3580	A12-8	JCP&L	1,285.11
3581	A12-8	N. J. American Water	159.92
3582	A12-8	N. J. Natural Gas	325.43
3583	A12-8	Verizon	1,023.20
3584	A12-8	Verizon Wireless	606.89
3585	A12-9	N. J. American Water	8,205.12
3586	A12-9	N. J. American Water	7,038.00
3587	A12-10	Complete Security Systems, Inc.	525.00
3588	A12-10	Freehold Cartage, Inc.	130.96
3589	A12-10	Sakoutis Brothers Disposal	101.92
3590	A12-13	Frontline Apparel	510.00
3591	A12-4	Robert A. Hulsart & Co.	3,000.00
3592	A12-2	Glatfelter Specialty Benefits	17,033.40
Electronic	A9-1	Payroll by Paychex (for June 2020)	3,264.00
Electronic	A9-1	Tax Pay by Paychex (for June 2020)	664.26
Electronic	A9-1	Paychex Fees (deducted 07-10-20)	147.58
Electronic	A9-1	June 2020 PERS/DCRP Payment	180.44
			\$82,945.86

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	yes
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 the Board of Fire Commissioners is Howell District #3, which is payment for the Howell Fire Radio Study. We received a check, from the Township of Howell, which is payment #2 for the 2020 Fire Taxes. The check, in the amount of \$236,250.00, was received and deposited on July 6, 2020. We received a check, from Glatfelter Claims Management, which is for the accident with our 2009 Chevrolet Chiefs Vehicle. The check, in the amount of \$785.89, was received and deposited on June 25, 2020. We received the May 2020 monthly report from the Howell Fire Bureau. We received the minutes from the Howell Township Joint Board meeting, which was held via Zoom on June 4, 2020. We also received a Notice of Public Special Meeting for the upcoming added Joint Board of Fire Commissioners meeting on July 9, 2020 at 7:30 PM.

We received an email, from the New Jersey Division of Pensions, stating that our 2<sup>nd</sup> quarter 2020 IROC is ready to complete. We also received confirmation that we did complete our 2<sup>nd</sup> quarter 2020 IROC. We received several emails from the State of New Jersey with information on the COVID-19 outbreak.

## Legal

Joe handed out copies of a letter he drafted to the Howell Township, Township Manager. This letter describes our position on the fix for the Howell Township Fire Radio System as a result of the Radio Study completed by Allegiant Wireless. We will be sharing this letter with the other four Fire Districts at this Thursdays Joint Board meeting. After some discussion, a resolution was offered by Bob Tice and seconded by George Patten, to send this letter to the Township Manager. A roll call vote was taken.

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

Joe also handed out a resolution Accepting the Annual Audit Report for Year Ended December 31, 2019. This resolution was offered by George Patten and seconded by Harry Carter. A roll call vote was taken.

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

A discussion was had about returning our meetings to the 8:00 PM start time and stop the live streaming to Facebook. Joe said that we should continue with the Facebook streaming and the 7:00 PM start time for the foreseeable future. After a short discussion, a resolution was offered by George Patten and seconded by Bob Tice, to continue the 7:00 PM start time and the Facebook streaming. A roll call vote was taken.

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

## Chief's Report

Chief Greg Player gave his incident report for the month of June 2020. The Chief would like to purchase the following items.

1) Eight (8) sets of Structural Fire PPE on State Contract from SAFE-T for a total of \$29,017.92.

2) Milwaukee Tools on sale from Cooper Electric Supply for a total of \$1,326.00. Tools listed below.

A) M18 Fuel Sawzall, replacement for defective one on 2-85.

B) M18 Fuel Surge ¼” Hex Hydraulic Driver and ½” Hammer Drill Combo Kit 2999-22-2. Includes free M18 Fuel Hackzall 2719-20.

C) M18 Fuel Deep Cut Band Saw 2729-20, includes free M18 Fuel 4-1/2” Grinder 2780-20.

3) Supply and install a cargo net on 2-85 from New Jersey Emergency Vehicles for \$625.00.

4) To Have New Jersey Emergency Vehicles design and install a safety system to tie off to while a Firefighter is working on the top of 2-85. The design and cost is still being worked on. Would like the OK to proceed.

5) Permission to send four (4) Firefighters to Pump Operations Class at All Hands Fire Equipment for a total of \$1,000.00.

After some discussion, a resolution was offered by Bob Tice and seconded by Doug Howlett, granting the Chiefs requests. A roll call vote was taken.

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

## Committees

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

1) Super Laundry came out and repaired the Gear Wash Machine at the Route 524 Fire Station.

2) 2-68's Vehicle was damaged while it was parked in our Fire District. Glatfelter sent us a check, minus the \$500.00 deductible, and Brannings repaired the damage.

3) 2-90 was sent up to Absolute to repair the same lift cylinder as they did last year. The company that rebuilt the cylinder last year warranted the repair this year. Absolute also repaired the AC System and replaced a valve to drain the ladder water system.

4) Defender Emergency Products worked on 2-96 for a couple days.

5) Bids have been sent out to around twelve Vendors for the Utility Vehicle.

6) Clean Air was called to adjust the exhaust drop for 2-75.

7) Continental gave us a quote to change two gauges on our SCBA refill station to the tri colored gauges. The total cost for this would be \$427.50.

8) The Back Up Camera System was installed on 2-75 by Campbell Supply.

9) Frank found a rear license plate light for 2-78 on EBay. This light could not be found anywhere else. He purchased it and it was installed.

10) Mistras completed the Annual Pump Tests on our five trucks. All passed and a report is on file.

### **Old Business**

George asked the Chief to please try and get the airline ticket money back from the cancelled FDIC 2020. The total is \$3,246.60 from United Air Lines.

Bob asked questions about our LOSAP Program. As it is now, if a member leaves before vesting in the System, we have to ask for all the funds for that member be returned to us. Lots of discussion was had on maybe altering some of our rules. The State said that we could freeze a LOSAP Account for a member that goes the Fire Company Associate list to give that member a chance to keep the funds. That member, if they have four qualifying good years in the system, would stay in the LOSAP program if they came back to Active Firefighter in the next two or three years. They would have to earn one more good year in the system to be vested. Much more discussion was had.

### **New Business**

George said that he would like to contact Verizon to see if we could cancel our long distance part of our two bills. This could save us around \$80.00 a month. We hardly ever use the wired phones for any long distance calls anymore. A motion was offered by Harry Carter and seconded by Bob Tice, giving George permission to contact Verizon to save us some money. Motion passed.

Frank asked if he could order some needed fittings for 2-96 from TASC. The total for the needed fittings would be around \$800.00. After some discussion, a resolution was offered by Harry Carter and seconded by George Patten, to purchase these fittings from TASC Fire Apparatus. A roll call vote was taken.

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

Frank asked if we wanted to act on the Continental quote to replace the two gauges on the SCBA refill station. A resolution was offered by Bob Tice and seconded by Harry Carter, approving Continental to replace the two gauges. A roll call vote was taken.

Harry Carter	yes
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 9:15 PM.