

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

April 5, 2021

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, Harry Carter, Doug Howlett and Robert Tice present. Also in attendance was Joseph Youssouf, Board Attorney. Harry Carter was present via the telephone. Mr. Bob Resetar, from Wireless Electronics & Communications, was also in attendance. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by George Patten and seconded by Harry Carter; to approve the minutes of the last meeting held on March 1, 2021, motion carried.

The Chairman altered the proceeding so that Mr. Resetar could present his questions to the Board and Chief Roth. After several questions were answered, Mr. Resetar went over the process of planning the Radio System repair to take care of all the issues the Township is having. This goes for the Fire Districts as well as the other departments in the Township. The next meeting with the Township of Howell is scheduled for April 8, 2021 at Town Hall. This concludes the questions and answers with Mr. Resetar and the meeting returned to the regular agenda.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
3830	A11-2	Postmaster of Adelphia	275.00
3831	A11-2	Cory Biddle	100.00
3832	A12-3	Brice's Auto Supply, Inc.	190.94
3833	A12-3	Campbell Supply Company	241.01
3834	A12-3	Cooper Electric Supply Company	22.00
3835	A12-3	Defender Emergency Products	750.00
3836	A12-3	Electronic Measurement Laboratories, Inc.	330.00
3837	A12-3	Freehold Ford	4,379.36

3838	A12-3	G & L Lawn Service, Inc.	238.00
3839	A12-3	R. K. Electric, LLC	190.00
3840	A12-3	Signal Control Products, Inc.	300.00
3841	A12-3	TASC Fire Apparatus, Inc.	275.00
3842	A12-4	NetLink	199.00
3843	A12-6	1 <sup>st</sup> Choice Safety Equipment	200.00
3844	A12-6	J Swanson Fuel Oil Company	603.52
3845	A12-7	Catherine Barns	308.58
3846	A12-7	George Gravatt Jr.	310.00
3847	A12-8	JCP&L	442.82
3848	A12-8	JCP&L	1,052.11
3849	A12-8	N. J. American Water	143.77
3850	A12-8	N. J. Natural Gas	1,586.44
3851	A12-8	Verizon	756.92
3852	A12-8	Verizon Wireless	603.11
3853	A12-9	N. J. American Water	9,058.32
3854	A12-9	N. J. American Water	7,392.96
3855	A12-10	Complete Security Systems, Inc.	860.00
3856	A12-10	Continental Fire & Safety	1,954.92
3857	A12-10	EMR Power Systems, LLC	682.61
3858	A12-10	Freehold Cartage, Inc.	131.37
3859	A12-10	Jersey Coast Fire Equipment, Inc.	25.00
3860	A12-10	Sakoutis Brothers Disposal	101.92
3861	A12-13	Continental Fire & Safety	3,106.70
3862	A12-7	Fitness Lifestyles	300.00
Electronic	A9-1	Payroll by Paychex (for March 2021)	3,266.08
Electronic	A9-1	Tax Pay by Paychex (for March 2021)	662.18
Electronic	A9-1	Paychex fees (deducted 04-10-21)	262.38
Electronic	A9-1	March 2021 PERS/DCRP Payment	180.44
			\$41,482.46

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 Bob Tice, seconded by George Patten, 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 registered letter, from King, Kitrick, Jackson, McWeeney & Wells, LLC, about a Howell Township Planning Board Public Notice. This Public Notice is being held for renovations to the Cabin restaurant at 984 Route 33, Freehold, New Jersey. We received a Purchase Order, from the Township of Howell, for our first Fire Tax payment in 2021. The Purchase Order was signed and returned on March 31, 2021.

We received confirmation, from the US Census Bureau, that we completed our 2022 Census of Governments Survey. We received instructions, from the Monmouth County Commissioner of Registration, for the upcoming Fire District Elections on April 20, 2021. We received a check, from the Board of Fire Commissioners of Howell District #5, which is their final payment for the Howell Fire Radio Study. The check, in the amount of \$510.00, was received and deposited on March 12, 2021. We received a communication, from New Jersey American Water, stating that a monthly credit of \$3.44 per Fire Hydrant will stop on August 31, 2021. We received a check, from The Variable Annuity Life Insurance Company, which is returned LOSAP funds for a Firefighter that left the Fire Company before becoming vested in the system. The Check, in the amount of \$4,794.30, was received and deposited on March 25, 2021.

We received a certification letter, from Holman, Frenia & Allison, for an audit they are conducting. We confirmed our 2020 Fire Tax payments that we received from the Township of Howell and returned the letter on March 29, 2021. We received an Air System Inspection Report, from Continental Fire & Safety, for the servicing of our Breathing Air Compressor on March 11, 2021. We received an email, from the DCA, stating that our Adopted 2021 Fire District Budget has been approved. We received the minutes from the Howell Joint Board of Fire Commissioners meeting, which was held on March 4, 2021.

## **Legal**

Joe gave a report on the April 20 Fire District Elections. Joe said that there is a new State Statute that says we must publish the entire Fire District Budget. After a short discussion, the Board felt that posting the Fire District Budget on our web site should satisfy the State.

## **Chief's Report**

First Assistant Chief Dan Roth gave his incident report for the month of March 2021. The Chief would like to purchase the following two items.

- 1) Four (4) spare batteries for the K-55 Cameras from 1<sup>st</sup> Choice Safety equipment for \$620.00 plus \$15.00 shipping.
- 2) Annual Flow Test of our Forty-Three (43) Scott SCBA's with Firefighter One at a cost of \$35.00 each, with a total of \$1,505.00.

After a brief discussion, a resolution was offered by Bob Tice and seconded by George Patten, approving the Chief's requests. A roll call vote was taken.

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

Second Assistant Chief Tim McKay asked several questions about the New Chief's Command Vehicle, which is included in the 2021 Fire District Budget. This will all have to do with how the Budget makes out on April 20, 2021. We may not have an answer till the end of April.

### **Committees**

Bob gave a report on the Howell Fire Radio study and the progress on the fix. Rich Touroonjian, from Allegiant Wireless, has given the Township a price to see the project through. As of now we are waiting on the Township, to see what they are going to do.

Bob also asked Joe about the JCP&L issue with us babysitting power line until they arrive. There is an ordinance in the town, dating back to 1999, but it does not include JCP&L. We would have to get the Township to add JCP&L to it so we could attempt to deal with the power company.

Bob asked about the Junior Firefighters and what the Insurance Company will cover them doing. George said that the Insurance Company will cover them doing anything that follows New Jersey State Statutes. It would also depend on each Junior's age.

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

- 1) NJ Natural Gas replaced the gas meter at the Route 33 Fire Station on March 12, 2021.
- 2) The repaired Nozzle is back in service and VFIS has given us permission to order the four (4) lengths of hose. They also said that a check is in the mail.
- 3) The cabinet handle for 2-78 came in and was installed.
- 4) The Genie Trailer Mounted Aerial Lift is scheduled to ship on July 30, 2021.
- 5) 19-2-90 had an a few issues while working the structure fire on March 11, 2021. Absolute has been in contact with us and will give us a date to bring the truck to them for repair.
- 6) 19-2-85 had a check engine light and warning buzzer and Campbell Supply came out for the repair. Campbell was thinking the repair and parts are on warranty.
- 7) The New Chassis Cab has been manufactured and is in transit to the dealer.
- 8) The State has approved our Adopted Fire District Budget.
- 9) The asphalt crack repair will be completed sometime in April or May.
- 10) 19-2-93 was taken to Freehold Ford for repair of several items.
- 11) Frank met with the Township and County at the Route 33 Fire Station so they could check the place out for voting.
- 12) 16-1 donated a Clean Air exhaust track for future use at the Route 33 Fire Station.
- 13) R. K. Electric came out and repaired some lights in the men's room at the Route 33 Fire Station.
- 14) We need to repair the rear parking lot lights at the Route 33 Fire Station.
- 15) We will be sending 2-88 out to the Front End Shop on April 19, 2021.

### **Old Business**

The Fire Company received prices on a commercial refrigerator for the engine bays at the Route 33 Fire Station. The Board said that they would recommend the purchase of the better unit from Johnson's Restaurant Equipment for \$1,850.00.

George said that the annual Audit is almost completed, and that Bob Hulsart is waiting on the State for final numbers.

**New Business**

Captain Stephen Smith said that the Gym Committee would like to add a few more weights. They have recommended purchasing the added weights from Fitness Lifestyles for around \$1,712.00. After a long discussion, a resolution was offered by Frank Biddle III and seconded by Bob Tice, granting the purchase request from Fitness Lifestyles with a limit of \$1,800.00. 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 8:53 PM.