

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

June 7, 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, 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 May 3, 2021, motion carried.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
3893	A11-1	Monmouth County Clerk	1,479.71
3894	A11-2	Cory Biddle	100.00
3895	A12-2	USG/AAU	911.44
3896	A12-3	Absolute Fire Protection Company, Inc.	13,228.75
3897	A12-3	Allied Diesel Service, Inc.	25.90
3898	A12-3	Alpine Software Corporation	5,648.59
3899	A12-3	Brice's Auto Supply, Inc.	285.23
3900	A12-3	Campbell Supply Company	2,823.01
3901	A12-3	Clean Air Company, Inc.	79.44
3902	A12-3	Electronic Measurement Laboratories, Inc.	11.00
3903	A12-3	Firefighter One	26.40
3904	A12-3	G & L Lawn Service, Inc.	1,134.00
3905	A12-3	Minerva Cleaners	1,897.15
3906	A12-3	TASC Fire Apparatus, Inc.	98.46
3907	A12-4	NetLink	199.00
3908	A12-5	Howell Township Fire Company #1	60,000.00
3909	A12-6	Mike Hubert	150.00

3910	A12-6	Stephen Smith	150.00
3911	A12-6	County Line Power Equipment	209.97
3912	A12-6	J Swanton Fuel Oil Company	406.69
3913	A12-7	All Hands Fire Equipment, LLC	375.00
3914	A12-7	Fitness Lifestyles, Inc.	45.00
3915	A12-7	William Kruse	70.37
3916	A12-7	Peter Goldring	93.98
3917	A12-7	George Gravatt Jr.	160.00
3918	A12-8	Michael Banasz	270.00
3919	A12-8	Tim McKay	270.00
3920	A12-8	Greg Player	270.00
3921	A12-8	Dan Roth	270.00
3922	A12-8	Robert Tice	270.00
3923	A12-8	JCP&L	1,094.49
3924	A12-8	N. J. American Water	180.98
3925	A12-8	N. J. Natural Gas	493.86
3926	A12-8	Verizon	740.90
3927	A12-8	Verizon Wireless	603.30
3928	A12-9	N. J. American Water	9,058.32
3929	A12-9	N. J. American Water	7,392.96
3930	A12-10	Michael Banasz	700.00
3931	A12-10	Frank E. Biddle III	1,375.00
3932	A12-10	William Goffe	285.00
3933	A12-10	Complete Security Systems, Inc.	351.96
3934	A12-10	Freehold Cartage, Inc.	131.42
3935	A12-10	Jersey Coast Fire Equipment, Inc.	600.65
3936	A12-10	Sakoutis Brothers Disposal	101.92
3937	A9-1	Greg Player	250.00
Electronic	A9-1	Payroll by Paychex (for May 2021)	3,266.08
Electronic	A9-1	Tax Pay by Paychex (for May 2021)	662.18
Electronic	A9-1	Paychex Fees (deducted 06-10-21)	133.69
Electronic	A9-1	May 2021 PERS/DCRP Payment	180.44
			\$118,562.24

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 letter, from the New Jersey Motor Vehicle Commission, regarding an abstract retrieval on a New Member. Frank said that he responded to them with permission letter from the New Member. We received the minutes from the last New Jersey Association of Fire Districts meeting, which was held on March 6, 2021. We received a request, from the Township of Howell, for a certification of the 2021 Fire District Budget. Frank sent a certification to the Township as a response.

### **Legal**

Joe gave a report on the latest COVID-19 restrictions. The State has lifted most of the requirements. Joe also said that Harry has been moved to a rehab facility in Monroe. Joe said that he will try and talk to Harry tomorrow. Joe also said that the DCA has extended the deadline for completing the 2020 Fire District Budget.

Joe was asked if he prepared the resolution to the State that says we will pay at least 25% of the cost of the warning light at the entrance to the Route 33 Fire Station. Joe said that he did not prepare this resolution. The Board asked Joe to please get this completed before our next meeting in July.

### **Chief's Report**

Chief Greg Player gave his incident report for the month of May 2021. The Chief asked to purchase the following items.

- 1) New Gear Racks for the Route 524 Fire Station from Geargrid Corporation for a total of \$23,011.00. This would be a sole source purchase and a letter is attached.
- 2) New RIT Pack for 19-2-75 and an up fit of existing RIT Packs from Firefighter One for a total of \$5,328.76.
- 3) Two (2) Dell Inspiron Laptop Computers on State Contract from Dell for a total of \$1,079.98.
- 4) Annual Hose Testing from IIA Fire Department Testing for an estimated \$3,470.70. IIA Fire Department Testing is the new name, which used to be Fail Safe Testing.
- 5) One (1) 50 foot length of 1 ¾ inch red hose, to replace a damaged length from a fire on Darien Road, from TASC Fire Apparatus for no more than \$300.00.

After a long discussion, a resolution was offered by Frank Biddle III and seconded by George Patten, granting the Chief's request. The Board said that they would like to add one more of the Dell Laptop Computers to the list because they needed one new laptop. That would bring that total to three at a cost of \$1,619.97. A roll call vote was taken.

Harry Carter	absent
George Patten	yes
Frank Biddle III	yes
Doug Howlett	no
Robert Tice	yes

Chief Player said that Howell EMS, 19-8, has asked about stationing a rig at one of our Fire Station several days a week as a response to an increased call volume in the northern part of the Township. After some discussion, a motion was made by Bob Tice and seconded by Frank Biddle III, to allow the Township to station a rig in one of our Fire Stations. Motion carried.

### **Committees**

Bob gave a report on the Howell Township Fire Radio System upgrade. Rich, from Allegiant Wireless, was given the go ahead by the Township.

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

- 1) 19-2-90 has been put back in service after repairs at Absolute.
- 2) The New Chassis Cab has been painted and should be shipped to Dejana soon.
- 3) Campbell Supply came out and replaced a gauge cluster in 19-2-78.
- 4) Clean Air came out to repair the 2-85 drop, but will be coming back for some more issues.
- 5) We need to schedule the Annual Pump Tests.
- 6) We also need to schedule the Annual Aerial and Ground Ladder tests.
- 7) We found a new local supplier of Tool Fuel at a lower price.

After some discussion, a resolution was offered by Bob Tice and seconded by George Patten, to schedule the Annual Pump Tests and also the Annual Aerial and Ground Ladder testing. A roll call vote was taken.

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

Chairman Howlett asked if we could get a price to repair the body damage on 19-2-88. This damage occurred during one of the snow storms during the winter.

### **Old Business**

Since most of the COVID-19 restrictions have been lifted, a discussion was held about returning the meeting start time to 8:00 PM and also about ending the Facebook Live taping. Following this discussion, a resolution was offered by George Patten and seconded by Bob Tice, to stop the Facebook Live and to return the meeting start times back to 8:00 PM. This would take effect starting with the July 2021 meeting. A roll call vote was taken.

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

**New Business**

We had another Firefighter leave the Fire Company before becoming vested in the LOSAP Program. This Firefighter only had one year of vesting in the system. A resolution was made by Bob Tice and seconded by Frank Biddle III, to recover the LOSAP funds of the Firefighter that left the Fire Company. A roll call vote was taken.

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

George said that he would like to see if we could get an Amazon account. This would save us a few dollars over the year when we purchase items online. We would be able to set it up so we would not be charged tax with every purchase. After some discussion, a resolution was offered by Bob Tice and seconded by Doug Howlett, to set up an account with Amazon. A roll call vote was taken.

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

George said that the ribbon in our check writing machine needs to be replaced. He thinks that this ribbon is still available. A resolution was offered by Bob Tice and seconded by Doug Howlett, to purchase the needed ribbon for the check writing machine. 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 8:21 PM.