

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

October 4, 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.

The meeting was called to order by Chairman Robert Tice at 8:00 PM.

A Roll call was taken showing George Patten, Frank Biddle III, Harry Carter (via telephone), Doug Howlett and Robert Tice present. Also in attendance was Joseph Yousseuf, Board Attorney. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by George Patten and seconded by Doug Howlett; to approve the minutes of the last meeting held on September 7, 2021, motion carried. The Clerk made two corrections to the minutes before sending them to NetLink for posting.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
4019	A11-2	Alconic, LLC	300.00
4020	A11-2	Dell Marketing L. P.	2,147.75
4021	A12-2	VFIS	4,840.00
4022	A12-3	Absolute Fire Protection Company, Inc.	1,641.28
4023	A12-3	Accurate Line Striping, LLC	2,475.00
4024	A12-3	Brice's Auto Supply, Inc.	74.95
4025	A12-3	County Line Power Equipment	102.16
4026	A12-3	Diversified Inspections / ITL Inc.	1,004.25
4027	A12-3	Edwards Tire Company, Inc.	588.76
4028	A12-3	G & L Lawn Service, Inc.	1,200.00
4029	A12-3	TASC Fire Apparatus, Inc.	215.58
4030	A12-3	Wireless Communications & Electronics	128.71
4031	A12-4	NetLink	199.00
4032	A12-6	J Swanton Fuel Oil Company	898.86
4033	A12-8	JCP&L	639.14
4034	A12-8	N. J. American Water	176.07
4035	A12-8	N. J. Natural Gas	158.99
4036	A12-8	Verizon	750.04
4037	A12-8	Verizon Wireless	590.01
4038	A12-9	N. J. American Water	9,170.63

4039	A12-9	N. J. American Water	7,701.49
4040	A12-10	Complete Security Systems, Inc.	105.00
4041	A12-10	Freehold Cartage, Inc.	131.58
4042	A12-10	Jersey Coast Fire Equipment, Inc.	1,023.00
4043	A12-10	Sakoutis Brothers Disposal	101.92
Electronic	A9-1	Payroll by Paychex (for September 2021)	3,266.08
Electronic	A9-1	Tax Pay by Paychex (for September 2021)	662.18
Electronic	A9-1	Paychex Fees (deducted 10-12-21)	137.62
Electronic	A9-1	September 2021 PERS/DCRP Payment	180.44
			\$40,610.44

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 Doug Howlett, 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 recall notice from Chevrolet, stating that parts are now available for the 2009 Suburban air bag recall. We received a check, from the Township of Howell, which is our third 2021 Fire Tax payment. The check, in the amount of \$275,000.00, was received and deposited on September 27, 2021.

### Legal

Joe gave a report on Local Finance Notice 2021-16, which pertains to the 2022 Fire District Budgets and Elections. The State now requires each Fire District to report all Commissioners salaries to the Governing Body of the Township. Joe read a prepared resolution that details the Fire Districts Commissioner Compensation. This resolution details compensation by title. After some discussion, the resolution was offered by George Patten and seconded by Doug Howlett, and a roll call vote was taken.

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

An original copy of this resolution is being sent to the Township.

Joe went over the upcoming Fire District Election and Budget Referendum. He said that it will take place the third Saturday in February 2022.

### **Chief's Report**

First Assistant Chief Dan Roth gave his incident report for the month of September 2021. The Chief said that we are almost completed with the SCBA Bottle hydro testing with Jersey Coast Fire Equipment. The Chief would like to purchase or schedule the following items.

- 1) ESI Equipment for a two (2) day Rescue Class in November.
- 2) Twenty-three name plates for the Route 33 Fire Station Gear Racks from Firefighter One for a total of \$115.00.
- 3) Two (2) Gated Y's, from TASC Fire Apparatus, for a total not to exceed \$1,000.00.
- 4) FDIC 2022 in Indianapolis for Eight (8) Firefighters, which will be taking place in April 2022.

After a brief discussion, a resolution was offered by George Patten and seconded by Bob Tice, approving 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

Second Assistant Chief said that the New Command Vehicle should be completed around the end of October 2021.

### **Committees**

Bob gave a report on the Howell Township Radio Study and the repair to the system. He said that things are progressing very well.

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

- 1) The New Command Vehicle is at Elite Vehicle Solutions for the upfit and should be completed by the end of October.
- 2) Frank went to Motor Vehicle Services for the plates and registration for the New Suburban.
- 3) The Truck Committee met with Dejana to go over the New Utility Vehicle before they get started on it. They are still waiting on some back ordered items.
- 4) We will be replacing the batteries on 19-2-90 sometime this week.
- 5) 19-2-88 was taken to Edwards for new tires.
- 6) The 2011 Suburban (2-66) will need tires before winter.
- 7) Campbell was called to check a few issues with 2-75.
- 8) We picked 19-2-85 up from Campbell Supply after the completion of the Warranty paint work.

9) The gearbox for the pump on 2-96 is now at Defender. Defender has been in touch with Hale and said that the two (2) shafts and the one (1) gear, that they think should be replaced, could be available by the end of January 2022. The cost for just these parts could end up being around \$12,000.00. The Engineers think that we can repair the two shafts and the gear and get a few more years out of the truck. This truck is forty-one (41) years old.

10) The Quick Vent Saw off 2-90 was repaired at County Line Power Equipment.

11) Diversified Testing completed the Annual on 2-90.

12) Accurate Line Striping repaired all the cracks in the driveway at the Route 33 Fire Station. They said that we have two (2) potholes that need to be repaired with new asphalt. The cost for this repair would be around \$2,500.00.

After some discussion, a resolution was offered by George Patten and seconded by Harry Carter, to have Accurate Line Striping repair the potholes at a cost not to exceed \$3,000.00. A roll call vote was taken.

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

### **Old Business**

George said that the new office computer came in and he will set it up in the next week or so.

Frank asked what we wanted him to do with 19-2-96. If we get the old parts repaired, we will save some money and buy us a few years. If we have them order the new parts, we will be spending a lot more money and must wait several more months for the truck to be back in service. Either way we go, the truck is still forty-one years old. Frank thinks the way to go for the future of the Fire District, is to replace the tractor on 2-96. We have fewer drivers for this truck because of the manual transmission, and a New Tractor could be built with an automatic transmission. After a lengthy discussion, a resolution was offered by George Patten and seconded by Doug Howlett, to repair the shafts and gear, if we can, and have Defender put the unit back together. A roll call vote was taken.

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

### **New Business**

Frank said that we needed to look over the Cell Phone reimbursement policy we currently have in place. With all the changes to the Verizon charges over the past several years, we currently pay around \$40.00 a month for phone on our account. Our policy says that if an Officer or Commissioner does not want to have a Board Cell Phone, we will reimburse them \$45.00 a month for the use of their personal phones. After some discussion, a resolution was offered by George Patten and seconded by Doug Howlett to lower the reimbursement to \$40.00 per month. A roll call vote was taken.

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

PM. With no further business to come before the Board, the meeting was adjourned at 9:12