

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

September 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.

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 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 August 2, 2021, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
3986	E-9	Brannings Freehold Auto Body	3,000.00
3987	E-9	Precision Art, Ltd.	1,515.00
3988	A11-2	Frank E. Biddle III	271.90
3989	A11-2	New Jersey Motor Vehicle Commission	60.00
3990	A11-2	Paymaster Office Products Company	94.95
3991	A12-2	VFIS	1,697.12
3992	A12-3	County Line Power Equipment	140.46
3993	A12-3	Edwards Tire Company, Inc.	799.60
3994	A12-3	Freehold Ford	71.20
3995	A12-3	G & L Lawn Service, Inc.	1,134.00
3996	A12-3	Mistras Group, Inc.	1,250.00
3997	A12-3	Motorola	312.00
3998	A12-3	PL Custom	660.00
3999	A12-3	Polar Service Centers	990.00
4000	A12-3	Signal Control Products, Inc.	14,795.00
4001	A12-3	TASC Fire Apparatus, Inc.	447.05
4002	A12-3	Underwriters Laboratories, Inc.	1,504.50
4003	A12-4	NetLink	199.00
4004	A12-4	Joseph D. Youssef, Esq.	9,599.00
4005	A12-6	J Swanton Fuel Oil Company	1,995.62
4006	A12-7	Fitness Lifestyles, Inc.	1,898.97

4007	A12-7	Middlesex County Fire Academy	341.00
4008	A12-8	JCP&L	871.74
4009	A12-8	N. J. American Water	184.13
4010	A12-8	N. J. Natural Gas	275.52
4011	A12-8	Verizon	764.81
4012	A12-8	Verizon Wireless	644.35
4013	A12-9	N. J. American Water	9,058.32
4014	A12-9	N. J. American Water	7,392.96
4015	A12-10	Freehold Cartage, Inc.	131.53
4016	A12-10	Sakoutis Brothers Disposal	101.92
4017	A12-13	GearGrid Corporation	22,903.00
4018	A12-13	Jersey Coast Fire Equipment, Inc.	3,300.28
Electronic	A9-1	Payroll by Paychex (for August 2021)	3,266.08
Electronic	A9-1	Tax Pay by Paychex (for August 2021)	662.18
Electronic	A9-1	Paychex Fees (deducted 09-10-21)	137.62
Electronic	A9-1	August 2021 PERS/DCRP Payment	180.44
		E-9	\$4,515.00
		September	\$88,136.25
		Grand	\$92,651.25

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	absent
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 statement, from the New Jersey Motor Vehicle Services, for all abstract retrievals completed in July 2021. We received the minutes from the last New Jersey State association of Fire Districts meeting, which was held on June 5, 2021. The next meeting will be in Wildwood on September 17, 2021. This meeting will also be available on Zoom.

We received an email, from One Source Equipment, stating that the Genie TZ34 DC is scheduled to ship on October 19, 2021. This machine was ordered early in 2021.

Legal

Joe said that he sent the annual Legal Letter to Bob Hulsart. Joe handed out a resolution Accepting the Audit Report for 2020. This resolution was certified at the July 2021 meeting. Joe also handed out the Annual Audit Review Group Affidavit for all Commissioners to sign. Frank said that he would get all the signatures needed. This form needs to be sent to the State with the Annual Audit before the end of September.

Joe handed out copies of a prepared Shared Services Agreement between the Board and the Howell Police EMS. We will look this over and make any needed changes before adopting it.

Chairman Tice asked Joe to follow up on the resolution he sent to the State about the warning light at the entrance to the Route 33 Fire Station.

Chief's Report

Chief Greg Player gave his incident report for the month of August 2021. The Chief would like permission for the following three items.

1) Three (3) TIC chargers for the three (3) Command Vehicles, from 1st. Choice Safety Equipment, for a total of \$675.00.

2) Opticom Equipment, for the New Traffic Light at West Farms Road and Squankum Yellowbrook Road, from Signal Control Products, for an estimated \$12,000.00.

3) Declare the old gear racks at the Route 524 Fire Station as surplus. Station 14-1 has asked for several at this time.

After some discussion, a resolution was offered by George Patten and seconded by Frank Biddle III, granting the Chief's requests. A roll call vote was taken.

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

The Chief was asked to follow up on the Annual Firefighter Physicals. It still appears that several Firefighters have not completed their physical, including one Line Officer. The Chief said that he would follow up.

A discussion was had as to who would pay for COVID related testing of Members. After a long discussion, the Board said that it would pay for any testing that involves a Firefighter that may have been exposed at any Firematic Fire Company Function. This would not include any social gatherings or non Firematic events. More discussion followed about COVID vaccinations and if the Board could require the vaccine.

Committees

Bob gave a report on the Howell Radio Study and the repair or upgrade of such.

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

- 1) The New Chief's Command Vehicle was painted at Brannings.
- 2) The New Chief's Command Vehicle is scheduled to go to Elite on September 9, 2021.
- 3) All items came in from Precision Art.
- 4) 2-88 was completed at Brannings and PL Custom.
- 5) All the items ordered for the New Utility Vehicle have come in.
- 6) The truck Committee will be meeting with Dejana down in Cinnaminson New Jersey on September 9, 2021. This will be a kind of pre-construction meeting.
- 7) UL completed the Annual Ground Ladder testing on September 1, 2021.
- 8) Campbell picked up 19-2-85 for warranty paint work on August 23, 2021. This work will take several weeks.
- 9) Campbell came out to check a possible steering issue with 19-2-78.
- 10) 2-96 was taken to Allied Diesel for what appeared to be a transmission issue. They found the problem was in the pump gearbox. The gearbox was removed and sent out for rebuilding.
- 11) Edwards replace all four tires on 2-67's vehicle.
- 12) The Quick Vent Saw off 2-75 was repaired at County Line Power Equipment.
- 13) We purchased a new tailgate protector for 2-88 from Freehold Ford.
- 14) The two (2) new suction hoses came in for 2-96 from Polar Service Center.
- 15) 2-90 will be going to Absolute on September 8, 2021, for Annual Aerial Testing. This testing will be completed by Diversified Inspections.

Old Business

George said that the new ribbon was installed in the check writing machine, and it works like new. We should be getting a small refund for shipping the old ribbon back.

George also said that the new computer for the office has been ordered, with a delivery estimated at the end of October or early November.

A discussion was had on getting all the Board members a separate Email Address. Everyone now uses their Personal Email to conduct Board Business. This could be set up to help provide the protection of information. No action was taken at this time.

New Business

We received a notice, from the New Jersey Division of Pensions & Benefits, stating that we need to renew our Annual Membership Certification. Both George and Frank completed the recertification in the first week of September 2021.

We received a notice, from the New Jersey Motor Vehicle Services, that our access to the CAIR Program will expire on October 4, 2021. Frank asked if this was something we wanted to continue with. After some discussion, a resolution was offered by George Patten and seconded by Bob Tice, to renew our contract with Motor Vehicle. A roll call vote was taken.

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

PM. With no further business to come before the Board, the meeting was adjourned at 9:25