

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

August 1, 2022

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, Doug Howlett, Robert Tice, and Kathleen Carter 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 Doug Howlett; to approve the minutes of the last meeting held on July 5, 2022, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
		Check # 4357 was issued to RK Electric to replace lost check # 4293. Check # 4357, in amount of \$3,300.00, will only be listed on the June 6, 2022, minutes.	
4358	A11-2	Shore Business Solutions	55.00
4359	A12-2	Benchmark Insurance Company	2,414.00
4360	A12-3	All Green Lawn & Landscaping	903.88
4361	A12-3	Brice's Auto Supply, Inc.	36.70
4362	A12-3	Campbell Supply Company	77.84
4363	A12-3	IIA, Fire Department Testing	4,092.40
4364	A12-3	Signal Control Products, Inc.	2,970.00
4365	A12-3	Service Truck Tire Centers	275.00
4366	A12-4	NetLink	199.00
4367	A12-4	Joseph D. Youssef, Esq.	7,780.00
4368	A12-6	County Line Power Equipment	421.37
4369	A12-6	J Swanton Fuel Oil Company	3,289.47
4370	A12-7	Peter Goldring	180.00
4371	A12-7	United Rentals (North America) Inc.	2,052.00
4372	A12-8	JCP&L	1,314.70
4373	A12-8	N. J. American Water	431.91
4374	A12-8	N. J. Natural Gas	246.93

4375	A12-8	Verizon	752.89
4376	A12-8	Verizon Wireless	469.40
4377	A12-9	N. J. American Water	9,864.80
4378	A12-9	N. J. American Water	7,919.28
4379	A12-10	Freehold Cartage, Inc.	141.59
4380	A12-10	Republic Services #873	101.92
4381	A12-13	M & W Communications, Inc.	1,805.80
4382	A12-13	Electronic Measurement Laboratories, Inc.	25.87
Electronic	A9-1	Payroll by Paychex (for July 2022)	3,231.97
Electronic	A9-1	Tax Pay by Paychex (for July 2022)	658.85
Electronic	A9-1	Paychex Fees (deducted 08-10-22)	154.86
Electronic	A9-1	July 2022 PERS/DCRP Payment	235.88
			\$52,103.31

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 Frank Biddle III, and a roll call vote was taken.

Robert Tice	yes
George Patten	yes
Frank Biddle III	yes
Doug Howlett	yes
Kathleen Carter	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 an email, from the New Jersey State Association of Fire Districts, stating that the September meeting will be in Wildwood on Friday the 16th at 1PM. Several emails were sent back and forth with Terex, to see why we have not received the original Certificate of Origin for the Trailer Mounted Man Lift. The last email stated that we should have everything by the end of August.

We received an email, from Peter Goldring, about helping members get their CDL permits and passing the CDL test. Mr. Goldring, since he was in attendance, read the email to the Board.

Legal

Joe went over the States Mandate about paying prevailing wages for projects the Board has completed using funds collected from the Fire Taxes. Any project over \$2,000.00 falls into this category.

George asked Joe to clarify what the Board should do about reimbursing a Firefighter for expenses he incurred after his Firefighter Physical. This Firefighter was instructed to go to the hospital during taking his Firefighter Physical, because of something Access Health found during his EKG. This Firefighter wants the Board to reimburse him for his co-pay for the hospital visit. The total of which is around \$940.76. Over the years, quite a few Firefighters have had to follow up with Personal Health Care Companies, to get clearance for items found during their Firefighter Physicals. The Board has never paid for any follow up visits because of things found during the Firefighter Physicals. Joe said that if the issue was not work related, and probably a condition that the Firefighter has had, the Board is not obligated to reimburse the Firefighter. After lots of discussion, no action was taken.

Chief's Report

Chief Dan Roth gave his incident report for the month of July 2022.

The Chief asked the Board about reimbursing a Firefighter for a class he completed at Middlesex Fire Academy and books he purchased for the class. The Board said that the class this Firefighter completed was not preapproved and that the subject was not anything that would benefit him for being a Firefighter with the Adelpia Fire Company. The class that this individual completed was for his full-time job as a Fire Official with a local town. A motion was made by George Patten and seconded by Doug Howlett, to not reimburse this Firefighter. Motion passed.

Dan said that will be receiving an invoice from DocTract, to be paid in September.

Committees

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

- 1) Annual Fire Hose Testing was completed on July 8, 2022.
- 2) Annual Pump Testing was completed on July 29, 2022.
- 3) Service Tire Truck Center was called out to repair a tire on 2-90.
- 4) Hoffman replaced the meter on the diesel pump at the Route 33 Fire Station. You could not read the meter.
- 5) Parts came in for 2-96 and Defender will be scheduling soon.
- 6) The Cutoff Saw from 2-85 was repaired at County Line Hardware.
- 7) Twelve (12) Members completed training on the Trailer Mounted Man Lift. The training is good for three (3) years.
- 8) R.K. Electric worked on installing the electric reels in the truck bays at the Route 33 Fire Station. He will also be replacing two (2) attic exhaust fans that no longer work at the same Station. He should be completed in a week or so.
- 9) The State was digging some test holes around the entrance to the Route 33 Fire Station. This would indicate that things are progressing for the Warning Light.

Bob gave a report on the Howell Radio Study and the repair of it. Bob said that things will be happening soon, and we may have to move up the next Joint Board meeting to talk about some things.

Old Business

Someone called from the State about the Warning Light. George said that they were looking for contact information for the project. George said that he did give them everything they asked for.

George said that after we completed the audit for the previous Worker's Compensation Policy, we owed them an additional \$2,414.00. This was being paid in this evening's vouchers.

New Business

New Jersey American Water asked us to verify a Fire Hydrant location. They said that this Fire Hydrant was not listed on our account, and they would like to add it onto our account. Frank went out to the Villages to check and found that this Fire Hydrant was not listed on any of our accounts. George filled out the required paperwork for NJ American to add it to our account. A resolution was offered by Frank Biddle III and seconded by Kathleen Carter, approving this one additional Fire Hydrant. A roll call vote was taken.

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

We received an email, from Norton, that states that we will be charged \$254.99, plus tax, for the renewal of Norton 360 for ten (10) computers. This charge will be on Frank's credit card, which is on file with them. Total with tax will be \$271.90. A resolution was offered by George Patten and seconded by Doug Howlett, approving the renewal with Norton. A roll call vote was taken.

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

We received a Fire Hydrant Authorization Form, from New Jersey American Water, for six (6) New Fire Hydrants being installed at the New Yellowbrook Estates. The new development, on Yellowbrook Road and Route 524, has been on the books for many years and is only now starting. The Chiefs and the Howell Fire Bureau have looked over the plans and approved the locations of the Fire Hydrants. After some discussion, a resolution was offered by Frank Biddle III and seconded by Bob Tice, approving the six (6) New Fire Hydrants. A roll call vote was taken.

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

With no further business to come before the Board, the meeting was adjourned at 9:39 PM.