

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

February 7, 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 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 Doug Howlett; to approve the minutes of the last meeting held on January 3, 2022, motion carried.

George said that the New Jersey State approved increase for the LOSAP contribution is now up to a maximum of \$1,804.00 per qualified Firefighter for 2021. After a brief discussion, a resolution was offered by George Patten and seconded by Doug Howlett, to increase our 2021 LOSAP contribution to the New Jersey State approved maximum of \$1,804.00 per qualified Firefighter. A roll call vote was taken.

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

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
4142	E-7	VALIC (LOSAP) The above is final voucher being paid from the 2021 Fire District Budget.	84,788.00
4143	E-9	Hertrich Fleet Services The above is being paid from a 2018 Capital Appropriation.	103,278.00
4144	A11-2	New Jersey Motor Vehicle Commission	60.00
4145	A11-2	Shore Business Solutions	55.00
4146	A12-3	Absolute Fire Protection Company, Inc.	23,756.16
4147	A12-3	Barg's Lawn & Garden Shop, Inc.	22.56
4148	A12-3	Breeze Heating & Air Conditioning Co, Inc.	145.50

4149	A12-3	Brice's Auto Supply, Inc.	37.87
4150	A12-3	Campbell Supply Company	4,608.66
4151	A12-3	Clean Air Company, Inc.	1,694.72
4152	A12-3	County Line Power Equipment	42.64
4153	A12-3	Grainger	1,152.45
4154	A12-3	New Jersey Emergency Vehicles	982.50
4155	A12-3	SeaCoast	230.95
4156	A12-4	Hartford Steam Boiler	105.00
4157	A12-4	NetLink	199.00
4158	A12-4	Joseph D. Youssef, Esq.	6,391.00
4159	A12-6	Allied Diesel Service, Inc.	51.80
4160	A12-6	J Swanton Fuel Oil Company	655.76
4161	A12-7	Team Life, Inc.	1,800.00
4162	A12-8	JCP&L	1,131.18
4163	A12-8	N. J. American Water	224.69
4164	A12-8	N. J. Natural Gas	4,047.29
4165	A12-8	Verizon	738.56
4166	A12-8	Verizon Wireless	589.65
4167	A12-9	N. J. American Water	9,864.80
4168	A12-9	N. J. American Water	7,919.28
4169	A12-10	Electronic Measurement Laboratories, Inc.	1,601.70
4170	A12-10	EMR Power Systems, Inc.	734.01
4171	A12-10	Freehold Cartage, Inc.	132.06
4172	A12-10	Sakoutis Brothers Disposal	101.92
4173	A12-13	Continental Fire & Safety, Inc.	467.20
4174	A12-13	CPR Cell Phone Repair	160.00
4175	A12-13	Firehouse ID	425.56
4176	A12-13	Skylands Area Fire Equipment & Training	391.93
4177	A12-13	Witmer Safety Group, Inc.	1,742.50
Electronic	A9-1	Payroll by Paychex (for Jan. 2022)	3,269.41
Electronic	A9-1	Tax Pay by Paychex (for Jan. 2022)	658.85
Electronic	A9-1	Paychex Fees (deducted 02-10-22)	191.07
Electronic	A9-1	January 2022 PERS/DCRP payment	180.44
		E-7 LOSAP	\$84,788.00
		E-9 Capital Appropriation	\$103,278.00
		February 2022	\$76,563.67
		Grand	\$264,629.67

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	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 statement, from the New Jersey Motor Vehicle Services, for all abstract retrievals completed in December 2021.

We received a check, from Glatfelter Claims Management, for the repair of the 2015 Chief's Vehicle that struck a deer while responding to a call. The check, in the amount of \$2,984.25, was received and deposited on January 21, 2022. We received a second check, from the Township of Howell, for the use of the Route 33 Fire Station during 2021 as a polling place for all elections. The check, in the amount of \$1,300.00, was received and deposited on January 21, 2022. We received four more checks, from VALIC, which are returned LOSAP funds for Firefighters that left the Fire Company before becoming vested in the system. The checks, in the amounts of \$1,770.61, \$6,861.95, \$2,364.38 and \$1,652.25, were received and deposited on January 21, 2022.

We received a letter, from G & L Lawn Service, stating that they will be retiring and suggested using All Green Lawn and Landscaping for our Route 33 Fire Station. We received a notice of Non-Renewal of Insurance, from our Workers' Compensation carrier. They will be looking to find another Insurance Company that will insure us.

### **Legal**

Joe handed out the resolution that established a temporary Budget for 2022. This resolution was approved at the January 3<sup>rd</sup> meeting. Joe went over the upcoming Fire District Elections and Budget Referendum. The voter lists and the voting machine have been ordered. Frank said that we are scheduled for voting machine training on February 15, 2022. Joe said that the absentee ballots have been sent out already. Joe said that the March 7, 2022 meeting will be the Re-Organization meeting and he will prepare all the resolutions.

Joe also gave a short report on the Junior Firefighter Program and the Rules and Operating Guidelines.

### **Chief's Report**

Chief Dan Roth gave his incident report for the month of January 2022. The Chief asked to purchase the following items.

- 1) Four (4) Flir Batteries from 1<sup>st</sup> Choice Safety Equipment for a total of \$615.00, including shipping.
- 2) CEVO Classroom Training from CertUp for a total of \$1,000.00.
- 3) Middlesex Fire Academy for one (1) Firefighter to attend RIC Operations, ICS-300 and ICS-400.

4) FDIC 2022 Airfare. This may be using the credit we have from 2020. Will have another report for the March meeting.

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

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

The Chief asked what the Board is doing with the 2009 Suburban. This vehicle was replaced by the 2021 Chevrolet Suburban, which is now in service, and was to be removed from inventory in some way. At this time, a letter was read from Firefighter George Gravatt Sr. This letter asks to purchase the 2009 Chevy Suburban at a cost of \$4,000.00. A discussion was held on the proper way to dispose of this vehicle. It was decided that the Board would investigate what the vehicle is worth before acting on it.

### **Committees**

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

1) The New Utility Vehicle (19-2-98) was delivered on January 13, 2022, and the two trade vehicles were picked up. After inspection of the vehicle, a punch list was made and sent to Hertrich Fleet Services. After several conversations, the truck was taken back to Dejana for completion. At this point, it will be a few weeks before going in service.

2) The two trades were removed from our insurance and the new vehicle was added.

3) Chief Roth struck a deer while responding to a call. An estimate was received from Branning and our insurance company has approved the repair.

4) The New 2021 Chiefs Vehicle was reprogrammed by Seacoast Chevrolet. This was done to keep the vehicle from timing out after ten minutes and shutting off.

5) 19-2-90 is back from repairs at Absolute and is in service.

6) Allied Diesel came out and reassembled 2-96 and the truck is back in service.

7) Campbell was asked to check out a few issues with 2-78.

8) Hoffman was called out to repair a leak on the Diesel Pump at the Route 524 Fire Station. They also replaced the Diesel Nozzle at the Route 33 Fire Station.

9) The 2011 Suburban was completed at New Jersey Emergency Vehicles but will be going back for a couple more items. We are waiting on two lights to come in at Jersey Coast.

10) The 2015 Suburban will be going to East Coast Emergency Lighting for a few items in the next month or so.

11) The winch cable came in for 2-93 and might be installed this week.

12) Clean Air came out for the Annual Service on January 28, 2022. They had to come back out on February 5, 2022, and repaired the drop for 19-2-75.

13) 2-75 went to Campbell Supply for a rear brake job and is back in service.

14) Frank met with First Choice about repairing the house air system at the Route 33 Fire Station and installing a house air system at the Route 524 Fire Station.

15) I will be going to Motor Vehicle in Lakewood for the title and registration for the new 19-2-98.

16) We had to purchase some shear pins for the snow blower from both Bargs and County Line.

17) The latest on the Genie Lift is late February.

Bob gave a report on the Radio Study and the proposed repair. Bob also gave a report on the Warning Light for the entrance to the Route 33 Fire Station.

### **Old Business**

George said that the boiler inspection was completed at the Route 33 Fire Station. He also said that Bill Leary was coming out to check the HVAC System at the Route 33 Fire Station.

George said that he is still waiting on Benchmark Insurance to see about a Workers Compensation Policy. He also called VFIS to see if they could get us a quote for a new policy.

### **New Business**

Bob said that he would be getting some prices for the repair of the hallway and other items at the Route 33 Fire Station.

We received a request, from the Township of Howell, to use the Route 33 Fire Station as a polling place for the 2022 Primary and General Elections. After some discussion, a motion was made by Bob Tice and seconded by Doug Howlett, approving the Townships request. Motion Carried.

We received a quote, from IIA Fire Department Testing, for our 2022 Hose Testing. The quote is for an estimated \$4,192.50, which was calculated by the total footage tested last year. After a quick discussion, a resolution was offered by Bob Tice and seconded by Doug Howlett, to enter into a contract with IIA Fire Department Testing to complete our hose testing in 2022. A roll call vote was taken.

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

We received a letter from the Adelpia Fire Company, requesting the Board to pay for a pallet of salt the Fire Company purchased for the latest snowstorm. The Board has always purchased this item in the past, but it was picked up at the last minute due to the approaching storm. The cost of the salt was \$838.80. After some discussion, a resolution was offered by Bob tice and seconded by Frank Biddle III, to pay for the salt. A roll call vote was taken.

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

A second letter was received from the Adelpia Fire Company, asking the Board to help complete some repairs on the 1982 Mack Pumper that the Board passed over to the Fire Company. The truck needs a set of batteries and maybe also needs a repair company to check the charging system for an issue. After a long discussion, a resolution was offered by George Patten and seconded by Bob Tice, to purchase the batteries and have Allied Diesel check out the charging system after the batteries are installed. A roll call vote was taken.

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

Frank said that he received quotes for the repair of the house air system at the Route 33 Fire Station and the installation of a house air system at the Route 524 Fire Station. These quotes, from First Choice Auto Equipment, are as follows.

- 1) Repair the air system at the Route 33 Fire Station for \$21,174.11.
- 2) Install a house air system at the Route 524 Fire Station for \$16,002.47.

We have asked two other companies to come check our Fire Stations for this work, with no response. Graga Construction closed shop and no longer does this work and Compressed Air Systems has not showed up for two scheduled appointments.

After some discussion, a resolution was offered by George Patten and seconded by Bob Tice, to have First Choice install a system at the Route 524 Fire Station. A roll call vote was taken.

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

Mike Whitehill gave a report on the tractor for 2-96. The truck committee will be meeting with a company in the next week or so to discuss the project. At this point, not many companies will build a truck that resembles the way the current truck operates.

With no further business to come before the Board, the meeting was adjourned at 9:47 PM.