

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

July 5, 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 Doug Howlett and seconded by George Patten; to approve the minutes of the last meeting held on June 6, 2022, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
4326	A11-2	Postmaster of Adelphia	348.00
4327	A11-2	Thomson Reuters-West	174.00
4328	A12-2	VFIS	801.77
4329	A12-3	All Green Lawn & Landscaping	903.88
4330	A12-3	Alpine Software Corporation	4,820.76
4331	A12-3	A. R. Communications	355.50
4332	A12-3	Brice's Auto Supply, Inc.	204.70
4333	A12-3	Campbell Supply Company	802.24
4334	A12-3	Electronic Measurement Laboratories, Inc.	252.03
4335	A12-3	Fardale Emergency Lighting	300.00
4336	A12-3	Firefighter One, LLC	1,505.00
4337	A12-3	Grainger	267.97
4338	A12-3	M & W Communications, Inc.	66.21
4339	A12-3	MyFleetCenter.com	268.99
4340	A12-3	Signal Control Products, Inc.	5,830.00
4341	A12-3	Team Life, Inc.	334.00
4342	A12-3	Techna-Pro Electric, LLC	422.00
4343	A12-4	NetLink	199.00
4344	A12-6	J Swanton Fuel Oil Company	1,612.95
4345	A12-8	JCP&L	1,221.07
4346	A12-8	N. J. American Water	242.69

4347	A12-8	N. J. Natural Gas	235.81
4348	A12-8	Verizon	743.49
4349	A12-8	Verizon Wireless	469.33
4350	A12-9	N. J. American Water	9,864.80
4351	A12-9	N. J. American Water	7,919.28
4352	A12-10	Complete Security Systems, Inc.	769.50
4353	A12-10	Freehold Cartage, Inc.	141.59
4354	A12-10	Republic Services	101.92
4355	A12-12	Kirk Florist, LLC	212.00
4356	A12-13	Continental Fire & Safety, Inc.	124.00
Electronic	A9-1	Payroll by Paychex (for June 2022)	3,231.97
Electronic	A9-1	Tax Pay by Paychex (for June 2022)	658.85
Electronic	A9-1	Paychex Fees (deducted 07-10-22)	154.86
Electronic	A9-1	June 2022 PERS/DCRP Payment	235.88
			\$45,796.04

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.

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 a check, from VFIS Claims Management, for the OPTICOM equipment damaged during a motor vehicle accident at Route 9 and Strickland Road. The check, in the amount of \$5,450.00, was received and deposited on June 10, 2022. They will also reimburse us for the labor to install the parts once we know what that figure is. We received a check, from the Township of Howell, which is payment number two for the 2022 Fire Taxes. The check, in the amount of \$247,500.00, was received and deposited on June 30, 2022.

We received a check, from VFIS Claims Management, for a special meeting we had with the OPTICOM Contractor for the repair of the system at Route 9 and Strickland Road. The check, in the amount of \$422.00, was received and deposited on July 2, 2022. An email was sent to the Chairman of the Board, of Howell Fire District Five, asking to please repair the OPTICOM System at the intersection of Route 9 and West Farms Road.

Legal

Joe handed out the notice of the Joint Board Meeting scheduled for July 21st at the Southard Fire Company starting at 7:30pm. Joe also gave a report of the Prevailing Wage Act and how that affects the Board of Fire Commissioners.

Chief's Report

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

1) Policy Management Software System. Doc Tract for fifty (50) users at a cost of \$1,725.00 annually, plus a onetime implementation fee of \$950.00.

2) Repair of some wind damage to the Training Prop at the Route 33 Fire Station by D & D Contractors for a total of \$1,970.00.

3) Turnout Gear. Five (5) sets of Turnout Gear, from SAFE-T, on State Contract for \$4,266.95 each. Total of \$21,334.75.

4) Two (2) pair of XXXL Pro-Tech 8 Fusion, Structural Firefighting Gloves, from Continental Fire & Safety for a total of \$124.00.

5) Advanced Vehicle Extrication Class (8 hours) from ESI Equipment, for up to thirty students, for a total of \$2,755.00.

6) High Voltage Vehicle Battery Fire Awareness (3 hours), from ESI Equipment, for a total of \$595.00.

7) High Voltage Vehicle Battery Fire Operations, from ESI Equipment, for a total of \$1,640.00.

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

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

Committees

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

1) Three of our vehicles were serviced at Jiffy Lube. 2-67, 2-68 and 2-98.

2) Hose testing is scheduled for July 8, 2022.

3) Pump testing is scheduled for July 25, 2022.

4) Route 33 Fire Station house air system was out of service for several days while we replaced a totally rotted out piece of pipe. This system needs to be upgraded as soon as possible.

5) Campbell Supply repaired the 12-volt power issue on 2-75.

6) Campbell Sully also replaced the broken turn signal switch on 2-85.

7) Defender said that the gearbox parts for 2-96 might ship next week.

Bob gave a report on the Howell Radio System and the repair of it. Bob also said that this will be the topic of discussion at the July 21 Joint Board Meeting at District #3.

Old Business

Bob said that the State is still working on the Warning Light at the entrance to the Route 33 Fire Station.

George said that he is working with Benchmark to complete a Workers' Compensation Audit for our 2020 and 2021 Policies.

New Business

George asked if we need to keep renewing with Thomson Reuters-West every year. Joe said that he has all the same updates and that we do not need to keep updating. Frank said that he would enclose a letter to that fact with this evening's payment.

George said that the Air Conditioning at the Route 33 Fire Station is still being repaired. This work is still on warranty.

With no further business to come before the Board, the meeting was adjourned at 9:07 PM.