

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

May 2, 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 April 4, 2022, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
4251	A11-2	Alconic, LLC	576.00
4252	A11-2	Shore Business Solutions	55.00
4253	A12-3	All Green Lawn & Landscaping	903.88
4254	A12-3	Brannings Freehold Auto Body	4,818.39
4255	A12-3	Brice's Auto Supply, Inc.	21.33
4256	A12-3	Campbell Supply Company	3,716.99
4257	A12-3	East Coast Emergency Lighting, Inc.	3,000.00
4258	A12-3	Fire Hooks Unlimited, Inc.	542.40
4259	A12-3	Grainger	12.13
4260	A12-3	One Source Equipment, LP	31,363.78
4261	A12-4	NetLink	199.00
4262	A12-5	Howell Township Fire Company #1	60,000.00
4263	A12-6	J Swanton Fuel Oil Company	1,681.58
4264	VOID	VOID	VOID
4265	A12-7	Dan Roth	6,504.64
4266	A12-7	Witmer Public Safety Group, Inc.	383.17
4267	A12-8	JCP&L	1,086.29
4268	A12-8	N. J. American Water	242.67
4269	A12-8	N. J. Natural Gas	961.96
4270	A12-8	Verizon	734.75
4271	A12-8	Verizon Wireless	146.72

4272	A12-9	N. J. American Water	9,864.80
4273	A12-9	N. J. American Water	7,919.28
4274	A12-10	Freehold Cartage, Inc.	137.82
4275	A12-10	Jersey Coast Fire Equipment, Inc.	632.45
4276	A12-13	Continental Fire & Safety, Inc.	308.00
Electronic	A9-1	Payroll by Paychex (for April 2022)	3,269.41
Electronic	A9-1	Tax Pay by Paychex (for April 2022)	658.85
Electronic	A9-1	Paychex Fees (deducted 05-10-22)	158.07
Electronic	A9-1	April 2022 PERS/DCRP Payment	235.88
			\$140,135.24

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 Frank Biddle III, seconded by George Patten, 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 audit, from the New Jersey Motor Vehicle Commission, asked why we completed an abstract retrieval for a certain Driver's License. Frank responded with the required paperwork. We also received a statement for all retrievals completed in March 2022. We received some emails, from the Howell Township Fire Bureau and New Jersey American Water, about some proposed New Fire Hydrants on Vanderveer Road and Industrial Court.

We received an email, from the Howell Township Deputy Clerk, reminding the Board Members about filling out the Financial Disclosure Statements. Several emails were exchanged between All Green Lawn & Landscaping and the Board Members. We received a letter, from the Adelpia Fire Company, asking the Board to please address the rear parking lot lights at the Route 33 Fire Station. Most or all of the seven lights have been out for the last year or so. We received a notice, from Investors Bank, indicating that they were acquired by Citizens. We received a notice, from Sakoutis Brothers Disposal, that they are now Republic Services.

We received a Notice of Nonrenewal of Insurance, from Ace American Insurance Company, for our above ground fuel storage tanks. They are looking for a new company for us. We received a 2022 Census of Governments, Survey of Public Employment & Payroll request, from the United States Department of Commerce. This request was completed by Frank before the April 26, 2022, deadline.

Legal

Joe read a letter he sent to the Howell Township Manager, Brian Geoghegan. This letter asked for clarification on a few items contained in the Radio Study Repair Project.

Chief's Report

Chief Dan Roth gave his incident report for the month of April 2022. The Chief also asked if the Board would add a data plan to one more Laptop Computer and the one Jetpack we have on hand. After some discussion, a resolution was offered by George Patten and seconded by Bob Tice, to add a data plan to these two items. 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) 2-98 is back from East Coast and is close to going in service.
- 2) 2-78 was repaired by Campbell Supply at a lower cost than quoted.
- 3) 2-67's vehicle was repaired by Branning Auto Body.
- 4) 2-67's vehicle went back to Elite Vehicle Solutions for some graphics on the right front fender. This was due to the fender bender it was involved in.
- 5) 2-76 was repaired by Allied Diesel and was picked up.
- 6) The Genie Trailer Boom Lift was delivered on April 28th. We will be setting up training on the machine soon.
- 7) We are looking to upgrade the eight (8) twelve-volt scene lights on 2-78. A LED replacement would cost a total of \$1,132.08 from Major Police Supply.
- 8) Need to order four (4) Kussmaul Battery Saver Filters for 2-98. These would fix the issue with the Portable Radios charging when the truck is plugged in. These would cost around \$500.00 from TASC Fire Apparatus.

A discussion was had on the three purchase requests. After a bit, a resolution was offered by George Patten and seconded by Kathleen Carter, approving the Genie Training, the scene lights from Major Police Supply and the Battery Savers from TASC. A roll call vote was taken.

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

Bob gave a report on the Radio Study. He said that it looks like the cost for our Fire District will be around \$1,000,000.00. This price includes the estimated \$350,000.00 cost of the Radio Tower needed at the Route 33 Fire Station. This total cost would be included in the Townships Bond for the entire project. Details of which are ongoing.

Old Business

Bob said that he emailed the State for an update on the Warning Light for the Route 33 Fire Station but has not received a response.

Chris Pujat asked if we had the funds to install the OPTICOM System in the New Traffic Light at the intersection of West Farms Road and Squankum Yellowbrook Road. He also asked to purchase some spare heads that we should have on hand. The cost for the install at the intersection would be around \$22,000.00 and the cost for the spare heads is around \$2,970.00. After some discussion, a resolution was offered by Bob Tice and seconded by George Patten, to purchase the spare heads only at this time. A roll call vote was taken.

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

A discussion was held on the seven (7) Rear Parking Lot Lights at the Route 33 Fire Station. Frank said that when he asked to replace them in February 2021, the total cost was \$7,135.02. Frank did ask R. K. Electric to update his quote and now the total cost is \$7,440.99. The cost of the light heads has gone up about \$45.00 each. R. K. Electric said that he would purchase the lights on our account, so we received the best price. A resolution was offered by Bob Tice and seconded by Kathleen Carter, to have R. K. Electric replace the seven (7) lights. A roll call vote was taken.

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

George said that the Auditor brought back the books and said that there are no issues with the 2021 Audit. He did say that he is still waiting for the State in order to finalize the 2021 Audit.

New Business

Doug said that three members of the Fire Company are still receiving bills for COVID 19 tests they had back in December of 2020. Doug asked why the Board has not paid these bills. A discussion followed about how these three people were not at any Fire District activity when they may have come into contact with the person that tested positive for COVID 19. The Board paid for every member that responded to a Fire Call with the infected person but felt that these three should pay for their tests by themselves. Doug said that the three were told to get tested by the Chief of the Fire Company and the Board should pay the cost of the tests. After some bickering back and forth, a resolution was offered by Bob Tice and seconded by Frank Biddle III, to reimburse these three people after they pay for the tests they received. A roll call vote was taken.

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

Mike Whitehill asked about using 2-96 for filling pools. The Board responded by saying that the truck can be used for members only at this time. This decision will probably change after the pump gearbox parts are replaced.

With no further business to come before the Board, the meeting was adjourned at 9:42 PM.