

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

January 2, 2023

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. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by George Patten and seconded by Kathleen Carter; to approve the minutes of the last meeting held on December 5, 2022, motion carried.

The meeting agenda was changed in order for the adoption of the 2023 Fire District Budget to take place.

Frank read the results of the Special Meeting, which was held on December 20, 2022. This Special Meeting was held to gain voter approval for two (2) Capital Projects in the Proposed 2023 Fire District Budget. The two (2) Project questions were as follows.

1) Shall the Commissioners of Fire District No. 2, in the Township of Howell, County of Monmouth, be authorized to expend not to exceed of \$60,000.00 for the purchase and installation of New Station Air Systems at Both Fire Stations?

2) Shall the Commissioners of Fire District No. 2, in the Township of Howell, County of Monmouth, be authorized to expend not to exceed of \$140,000.00 for the purchase and installation of a replacement Emergency Generator for the Route 524 Fire Station?

The results for both questions were 23 voters for and 0 voters against. These results were uploaded to the New Jersey FAST System.

George read the Proposed 2023 Fire District Budget as follows.

Total 2023 Fire District Budget	\$2,409,000.00
Less from Surplus	\$330,000.00
Less from Capital Reserve	\$800,000.00
Total to be Raised by Taxation	\$1,279,000.00

After some discussion, a resolution was offered by George Patten and seconded by Doug Howlett, adopting the 2023 Fire District Budget as read. A roll call vote was taken.

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

The meeting agenda returned to the regular schedule.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
4509		Fast Rescue Solutions The above replaces lost check #4465 dated 11-7-22 from line A12-13 and will not be Included in the total.	2,740.00
4510		Reliance Graphics, Inc. The above replaces lost check #4467 dated 11-7-22 from line A11-1 and will not be Included in the total	1,512.50
4511	A11-2	Alconic, LLC	500.00
4512	A11-2	New Jersey Motor Vehicle Commission	150.00
4513	A12-1	Asbury Park Press	108.72
4514	A12-3	Breeze Heating & Air Conditioning Company	155.00
4515	A12-3	Brice's Auto Supply, Inc.	22.98
4516	A12-3	Campbell Supply Company	2,876.46
4517	A12-3	Freehold Ford	597.50
4518	A12-3	Lester Glenn Auto Group	1,148.28
4519	A12-3	Underwriters Laboratories, Inc.	835.25
4520	A12-3	Weilgus & Sons	117.00
4521	A12-3	Wireless Communications & Electronics	780.00
4522	A12-4	NetLink	199.00
4523	A12-8	JCP&L	1,140.37
4524	A12-8	N. J. American Water	179.60
4525	A12-8	N. J. Natural Gas	3,518.02
4526	A12-8	Verizon	756.31
4527	A12-8	Verizon Wireless	468.80
4528	A12-9	N. J. American Water	12,204.00
4529	A12-9	N. J. American Water	9,011.70
4530	A12-10	Complete Security Systems, Inc.	105.00
4531	A12-10	Freehold Cartage, Inc.	143.06
4532	A12-10	Jersey Coast Fire Equipment, Inc.	159.00
4533	A12-10	Precision Art, LTD	1,848.00
4534	A12-10	Republic Services #873	101.92

4535	A12-13	Firefighter One, LLC	614.50
Electronic	A9-1	Payroll by Paychex (for Dec. 2022)	3,239.47
Electronic	A9-1	Tax Pay by Paychex (for Dec. 2022)	651.35
Electronic	A9-1	Paychex fees for Nov. 22 (deducted 01-10-23)	155.64
Electronic	A9-1	Dec. 2022 PERS/DCRP Payment	235.88
			\$45,307.81

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 Kathleen Carter, 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 GovDeals, for the sale of the 2009 Chevrolet Suburban. The check, in the amount of \$6,800.00, was received and deposited on December 19, 2022. We received a letter, from Corebridge Financial, explaining some updates to our LOSAP Program. Corebridge Financial has taken over VALIC, which was our LOSAP Program Provider.

We received some communications from the County Election Division about the upcoming Fire District Election. Frank filled out all the paperwork requested and returned to the County. After January 23<sup>rd</sup>, Frank will let the County know the names of the Candidates running for the office of Fire Commissioner and also the Budget Question.

We received the minutes from the last Joint Board Meeting, which was held on December 1, 2022.

### **Legal**

Frank said that we should establish a Temporary Budget for 2023. Frank said that last year we set the Temporary Budget at \$170,000.00. This would be used from January 1, 2023 thru March 6, 2023. After some discussion, a resolution was offered by George Patten and seconded by Frank Biddle III, establishing a Temporary 2023 Budget in the amount of \$170,000.00. 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 Howell Radio System upgrade. The Township Ordinance passed and things are moving forward at a slower pace than we would like. The Township still says that they are waiting for our Budget to pass on February 18, 2023, before moving forward.

### **Chief's Report**

Chief Dan Roth gave his incident report for the month of December, 2022. He also gave the yearend report for all of 2022. The Chief said that we still have some credit at FDIC from the pandemic years. This credit will be used for FDIC 2023. Chief Roth would like the Board to look into updating the meal stipend given to Firefighters attending FDIC. A discussion was also held on Workers Compensation injuries.

### **Committees**

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

- 1) Continental came out to both Fire Stations to look at the proposed Station Air Systems.
- 2) Campbell Supply was here and made repairs to 2-75 and 2-78.
- 3) 2-88 was taken to Freehold Ford for an issue with the engine.
- 4) 2-66's vehicle was taken to Lester Glenn for a starter issue.
- 5) The CO Sensors in the truck bays of the Route 33 Fire Station are past their lifespan and are in need of replacement. We are looking into the replacement.
- 6) Absolute will be coming out to repair the two front light bars on 2-90.
- 7) The two new Electronic Locks were ordered. We also asked them to send us four new battery packs for some of our locks. These were delivered.

### **Old Business**

Bob asked the Board to come up with a list of things that need to get completed around both Fire Stations.

### **New Business**

George asked the Board about recovering the unvested LOSAP funds for the Firefighters that Chief Dan Roth said were let go from the Fire Company. George also asked the Board if he should cancel the Life Insurance for all the Firefighters that Chief Dan Roth said were let go from the Fire Company. After some discussion, a motion was offered by Doug Howlett and seconded by Frank Biddle III, to recover the LOSAP funds of the Firefighters that were not vested and to also cancel the Life Insurance of the Firefighters that were let go. Motion passed.

We received a contract proposal, from Continental Fire & Safety, for the care of the Breathing Air Compressor at the Route 524 Fire Station. The quote is for a total of \$1,998.00. After a short discussion, a resolution was offered by Bob Tice and seconded by George Patten, to enter into this contract with Continental Fire & Safety for 2023. 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 request, from the Township of Howell and the Monmouth County Board of Elections about using the Route 33 Fire Station for voting in 2023. This would include the June 6th Primary, the General Election on November 7, and early voting for both. After some discussion and some requests of our own, a resolution was offered by George Patten and seconded by Bob Tice, to allow the use of the Route 33 Fire Station as a polling place for 2023. A roll call vote was taken.

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

This is the year that Fire District No. 2 has to advertise the Joint Board Meeting dates. A resolution was offered by Frank Biddle III and seconded by Doug Howlett, to advertise the meeting dates and pay for the advertisement of such. 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 9:20 PM.