

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

July 3, 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 June 5, 2023, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
4714	A11-2	Forefront Web Technologies, LLC	200.00
4715	A12-2	USG/ AAU	600.00
4716	A12-3	County Line Power Equipment	57.99
4717	A12-3	Defender Emergency Products	2,740.99
4718	A12-3	Electronic Measurement Laboratories, Inc.	268.85
4719	A12-3	Firefighter One, LLC	381.39
4720	A12-3	Fire-Dex, GW LLC, dba Gear Wash	852.82
4721	A12-3	Grainger	163.35
4722	A12-3	Hughes Environmental Services, Inc.	150.00
4723	A12-3	TJ Lawn & Landscape	200.00
4724	A12-3	Van Wickle Auto Supply	60.49
4725	A12-3	Weilgus & Sons, Inc.	553.80
4726	A12-4	Richard M. Braslow, Esq.	1,500.00
4727	A12-4	NetLink	199.00
4728	A12-6	J Swanton Fuel Oil Company	2,026.17
4729	A12-7	Tim McKay	84.38
4730	A12-8	JCP&L	1,214.77
4731	A12-8	N. J. American Water	333.84
4732	A12-8	N. J. Natural Gas	431.21
4733	A12-8	Verizon	776.36
4734	A12-8	Verizon Wireless	508.77

4735	A12-9	N. J. American Water	11,883.60
4736	A12-9	N. J. American Water	9,011.70
4737	A12-10	Complete Security Systems, Inc.	525.00
4738	A12-10	Freehold Cartage, Inc.	143.06
4739	A12-10	Jersey Coast Fire Equipment, Inc.	1,324.00
4740	A12-10	Republic Services, #873	127.40
4741	A12-13	Motorola	1,218.00
4742	A12-13	M & W Communications, Inc.	41.59
Electronic	A9-1	Payroll by Paychex (for June 2023)	3,643.86
Electronic	A9-1	Tax Pay by Paychex (for June 2023)	757.78
Electronic	A9-1	Paychex Fees	None
Electronic	A9-1	June 2023 PERS/DCRP payment	274.09
Total			\$42,254.26

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 the Township of Howell, which is our second 2023 Fire Tax payment. The check, in the amount of \$287,775.00, was received and deposited on June 30, 2023. Howell Fire District #1 has donated two (2) Echo Quick Vent Saws to us. We are one of the only Fire Districts left that use these saws.

Chief's Report

Chief Dan Roth gave his incident report for the month of June 2023. The Chief asked to purchase the following items.

- 1) Seven (7) sets of Turn-out Gear, from SAFE-T. Waiting on new State Contract pricing.
- 2) EMT Class by Hackensack Meridian, for one (1) Firefighter, at a cost of \$2,500.00.

After some discussion, a resolution was offered by George Patten, and seconded by Kathleen Carter, approving the Chiefs 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) Defender replaced the arrow stick on the rear of 2-78.
- 2) Defender ordered both cab lift cylinders for 2-78. They have been leaking.
- 3) Defender came back out and replaced the air filter and belts on 2-96.
- 4) A regen was completed on 2-85.
- 5) Two new Fire Hydrants are in service on Fairfield Road.
- 6) The entrance to the Route 33 Fire Station was repaved by the State.
- 7) Testing was completed around the tower site at the Route 33 Fire Station for the installation of the new tower.
- 8) The lock parts came in for the interior doors at the Route 33 Fire Station.
- 9) Fire District #1 donated two (2) old Quick Vent Saws that we can use for parts.
- 10) We replaced both headlights on 2-78.
- 11) We will be meeting with another Generator Vendor at the Route 524 Fire Station on July 5, 2023.
- 12) United Rentals will be conducting the annual inspection of the Genie Lift on July 7, 2023.
- 13) We replaced the battery on the Ford Tractor.
- 14) We had an issue with the rear tires on 2-75 and removed the dual fill equipment.

Bob gave a report on the Radio Upgrade. Bob said that the Township seems to not want to come to a rent or lease agreement with us for the Tower Site.

Bob also said that the Township wants the Fire Districts to join a lawsuit about the PFAS. We agreed to participate with the Township.

Bob said that the Warning Light at the entrance to the Route 33 Fire Station is in the final phase.

Kathleen gave a report on the Lawn Care of the Route 33 Fire Station. The company that we contracted with has stopped service and we need to hire a new company. Fresh Cut Lawns, out of Freehold said that they would do the job for \$185.00 per occasion. After some discussion, a resolution was offered by Frank Biddle III and seconded by Bob Tice, to contract with Fresh Cut Lawns for the remainder of 2023. A roll call vote was taken.

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

Kathleen said that the GovDeals online auction has ended for several of our excess equipment listings. She asked the Board if she should accept the final bids on this equipment. A motion was made by George Patten and seconded by Bob Tice to accept the bids. Motion passed. Kathleen said that she will list a few more items this month.

Old Business

George said that Braslow is still working on the un-deposited checks with Brice's Auto supply.

Bob said that we still need more Drivers for our Emergency Equipment. We have not had much luck with getting people through any CDL Classes. A long discussion was held about what to do with this issue. After a while, a motion was made by Frank Biddle III and seconded by George Patten, to drop the CDL requirement for all Fire Trucks except 2-96. Motion passed. The Chiefs were asked to set up the training requirements by the August 7, 2023 Commissioners Meeting.

In order to move forward with the replacement of our 1996 Aerial Platform Truck, we will need to hold a Special Election to gain voter approval. After some discussion, a resolution was offered by George Patten and seconded by Kathleen Carter, authorizing a Special Election to be held on September 9, 2023, between the hours of 2:00 pm and 9:00 pm. The sole purpose of this Special Election is to gain voter approval. A roll call vote was taken.

Robert Tice	no
George Patten	yes
Frank Biddle III	yes
Doug Howlett	no
Kathleen Carter	yes

The Special election will be held at the Route 33 Fire Station.

New Business

We received a subscription renewal from DocTract. The renewal gives three (3) choices for length, one to three years. The choice with the best savings is the three year term at a cost of \$4,843.80. After some discussion, a resolution was offered by George Patten and seconded by Doug Howlett, to enter into the three year agreement with DocTract. 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 quote, from Mistras Group, to complete our Annual Pump Tests. The cost for this service would be \$290.00 per truck and we would have Five (5) trucks to do. After some discussion, a resolution was offered by Bob tice and seconded by George Patten, to have Mistras Group complete this annual requirement. A roll call vote was taken.

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

During the Public Comment portion of the meeting, it was stated that our meeting dates were not listed on our Website. Frank said that he would send them an email to get the meeting dates listed.

With no further business to come before the Board, the meeting was adjourned at 9:18 pm.