

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

March 6, 2023

RE-ORGANIZATION 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.

The meeting agenda was changed in order for the Re-Organization and the Fire District Election results.

Frank read the results of the February 18, 2023, Fire District Election as follows. Note: Only one three-year term was up for Commissioner.

Total Election Results

George Patten	204
Peter Goldring	102
Budget Yes	182
Budget No	149

Chairman Tice conducted the swearing in of re-elected Commissioner George Patten. It was time for the re-organization of the Board of Fire Commissioners of Howell District #2. A motion was made by George Patten and seconded by Doug Howlett; to appoint the positions as listed below for the year 2023. Motion passed.

Chairman – Robert Tice, Vice-Chairman – Doug Howlett, Treasurer – George Patten, Clerk/Secretary – Frank E. Biddle III, Commissioner at Large – Kathleen Carter.

George passed out several resolutions for the Board to act on at this time. These resolutions were received from Richard M. Braslow. George read each resolution as follows.

A resolution was offered by George Patten, seconded by Frank Biddle III, scheduling the meeting dates for the year 2023-2024 as follows: April 3, May 1, June 5, July 3, August 7, September 5, October 2, November 6, December 4, January 2, February 5, and March 4, 2024, which shall serve as the annual reorganization meeting of the Board. A roll call vote was taken.

Robert Tice

yes

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

A resolution was offered by George Patten, seconded by Frank Biddle III, designating Citizens Bank and the Bank of America as the Official Depositories of the Fire Districts funds for the year 2023-2024. A roll call vote was taken.

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

A resolution was offered by George Patten, seconded by Doug Howlett, designating The Asbury Park Press and The Newark Star Ledger, as the Official Newspapers of the Board for the year 2023-2024. A roll call vote was taken.

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

A resolution was offered by George Patten, seconded by Frank Biddle III, appointing Robert A. Hulsart and Company, District Auditor for the year 2023-2024. A roll call vote was taken.

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

A resolution was offered by Kathleen Carter, seconded by George Patten, appointing Richard M. Braslow, Esq., Board Attorney for the year 2023-2024. A roll call vote was taken.

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

A resolution was offered by George Patten, and seconded by Kathleen Carter, Authorizing the Approval and Payment of Claims by check. These checks shall be signed by the

Chairman or Vice Chairman, the Treasurer, and the Clerk/Secretary of the Board. A roll call vote was taken.

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

This concluded the re-organization of the Board of Fire Commissioners of Howell Township, District #2, and the meeting returned to the regular agenda.

A motion was made by Doug Howlett and seconded by George Patten; to approve the minutes of the last meeting held on February 6, 2023, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
4569	A12-7	Joseph Doyle The above replaces lost check #4558, dated February 6, 2023. (Will not be in total)	492.00
4570	A11-1	Frank E. Biddle III	365.27
4571	A11-1	Jeffrey Digratis	200.00
4572	A11-1	Mike Hubert	200.00
4573	A11-1	Carmelo LaMarca	200.00
4574	A11-2	Quill Corporation	24.99
4575	A12-2	Am Trust North America	27,207.00
4576	A12-3	Absolute Fire Protection Company, Inc.	6,425.94
4577	A12-3	Clean Air Company, Inc.	3,153.52
4578	A12-3	County Line Power Equipment	81.77
4579	A12-3	Electronic Measurement Laboratories, Inc.	30.25
4580	A12-3	Fire & Safety Services, LTD	7,511.40
4581	A12-3	Fire Dex, GW LLC	1,302.00
4582	A12-3	Grainger	328.06
4583	A12-3	M & W Communications, Inc.	69.00
4584	A12-3	Sea Coast	56.80
4585	A12-3	Van Wickle Auto Supply	447.08
4586	A12-4	Richard M. Braslow, Esq.	750.00
4587	A12-4	NetLink	199.00
4588	A12-7	Dan Roth	2,222.35
4589	A12-8	JCP&L	1,052.91
4590	A12-8	N. J. American Water	301.40
4591	A12-8	N. J. Natural Gas	2,655.14
4592	A12-8	Verizon	775.61
4593	A12-8	Verizon Wireless	508.89

4594	A12-6	J Swanton Fuel Oil Company	448.04
4595	A12-7	Central Jersey Compliance Company	400.00
4596	A12-9	N. J. American Water	11,772.00
4597	A12-9	N. J. American water	9,011.70
4598	A12-10	Continental Fire & Safety, Inc.	2,166.00
4599	A12-10	EMR Power Systems, LLC	1,122.91
4600	A12-10	Freehold Cartage, Inc.	143.06
4601	A12-10	Republic Services, #873	101.92
4602	A12-12	New Jersey State Association of Fire Districts	300.00
4603	A12-12	Robert Tice	117.29
4604	A12-13	Skylands Area Fire Equipment & Training	4,266.95
Electronic	A9-1	Payroll by Paychex (for February 2023)	3,646.81
Electronic	A9-1	Tax Pay by Paychex (for February 2023)	757.77
Electronic	A9-1	Paychex Fees (deducted 03-10-23)	160.64
Electronic	A9-1	February 2023 PERS/DCRP Payment	273.70
			\$90,757.17

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 two Service Reports, from EMR Power System, for the major service and testing with load, on our Emergency Generators. EMR also replaced the battery in the Route 33 unit. We received an email from the New Jersey DCA, stating that our 2023 Adopted Fire District Budget has been approved. The DCA also said that they received the Election Results from the February 18, 2023, Fire District Election.

Chief's Report

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

1) One (1) Motorola IMPRES 2, six (6) bank charger for Motorola APX6000 Portable Radios, from M & W Communication for a total of \$1,016.80, which includes a wall mount.

2) Ten (10) Motorola IMPRES 2 Batteries, from M & W Communications, for a total of \$1,278.90.

3) Seven (7) GMI, GT Fire O2, Gas Detectors, from Electronic Measurement Laboratories, for a total of \$10,023.79. The price includes a universal charger and a package of three (3) rechargeable batteries for each unit.

4) Six (6) Round trip airline tickets to FDIC 2023, for a total of \$2,222.35.

5) Reimburse one Firefighter \$244.00 for online Hazwoper Class from CTO.

After a short discussion, a resolution was offered by George Patten, and seconded by Kathleen Carter, granting the Chiefs purchase requests. 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 had about the Mutual Aid Response Plan, MARPS, in Howell Fire District #2. The Board has not discussed this at any time during a meeting. The Chairman has been trying to get the Fire Company Officers to update this plan for some time. On one side of town, there seems to be three (3) companies responding to certain calls, versus two (2) companies responding to certain calls on the other side of town. This will come back up at the April meeting.

A discussion was had on the LOSAP, and when a Firefighter can start to withdraw funds. The State says that a Firefighter must leave the Fire Company in order to withdraw funds. But a Life Member of the Fire Company will always still be a member. This subject will also be coming up again.

Committees

Bob gave a report on the Howell Township Radio Upgrade and what needs to be completed next. The Township wants to revisit the Route 33 Fire Station, to look over the new Tower Site again. The Township may ask for Fire District #2's portion of the project before the next meeting on April 3, 2023. As of today, it appears that we will have to pay \$725,000.00.

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

1) One of the CO Sensors in the Truck Bays of the Route 33 Fire Station has been replaced. We will be replacing the second one as soon as possible.

2) We are still having an issue with the Light Tower on 2-85. Campbell is working on it.

3) 2-98 has an issue with the Drivers Door. Frank will be taking it to the dealer.

4) All the LED Lights came in from Fire & Safety.

5) 2-90 is back in service.

6) Two new door locks have been installed in the Route 524 Fire Station.

7) Clean Air serviced both Fire Stations.

8) County Line Power Equipment repaired one saw from 2-90.

The Truck Committee asked the Board for some guidance. They said that they have not been meeting ever since the Board turned down moving forward with the Aerial Truck replacement back in September of 2022. A lot of discussion was had on what the Truck

Committee should be working on. The Board asked the Truck Committee to come up with a plan for 2-96 by the April 3, 2023, meeting. The Board said that they still have \$400,000.00 approved to replace the Tractor of 2-96. The Board also said that they joined the Sourcewell Co-Op and that should have trucks listed that could be useful.

Old Business

George said that our Workers' Compensation insurance went down to below \$28,000.00.

George said that he has been in contact with Foley about replacing the Emergency Generator at the Route 524 Fire Station. He is waiting to hear back from them. He also said that we would be able to go through the Sourcewell Co-Op to purchase the package.

George said that the Books are at the Auditors.

Frank said that the Boiler Certificate was supposed to be mailed out to us but has not arrived yet.

New Business

George said now that we have officially hired Richard M. Braslow as our Attorney, that we need to decide what we will pay him. George said that Braslow offers a set monthly fee of \$1,500.00, or he would charge us by the hour, which could end up being more than that. Bob said that with all the work he will be doing with the Howell Radio Upgrade, that we should go with the set monthly fee. A resolution was offered by George Patten and seconded by Kathleen Carter, to go with the \$1,500.00 monthly fee for now. 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 10:05 PM.