

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

July 1, 2024

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 7:00 PM.

A Roll call was taken showing George Patten, Frank Biddle III, Robert Tice, Kathleen Carter, and Peter Goldring present. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by George Patten and seconded by Peter Goldring; to approve the minutes of the last meeting held on June 3, 2024, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
5082	A12-1	Asbury Park Press	47.25
5083	A12-3	Allied Diesel Service, Inc.	113.94
5084	A12-3	Nolze Garage Door	780.00
5085	A12-3	Campbell Supply Company	329.98
5086	A12-3	Fresh Cut Lawns	1,140.00
5087	A12-3	Hughes Environmental Services, Inc.	150.00
5088	A12-3	MyFleetCenter.com	254.63
5089	A12-3	R. K. Electric, LLC	988.66
5090	A12-3	Bill Leary A/C & Heating	250.00
5091	A12-3	Van Wickle Auto Supply	116.38
5092	A12-4	Access Health Systems	7,725.00
5093	A12-4	Richard M. Braslow, Esq.	1,500.00
5094	A12-4	Robert A. Hulsart & Company	6,000.00
5095	A12-4	NetLink	199.00
5096	A12-6	J Swanton Fuel Oil Company	1,154.45
5097	A12-8	JCP&L	1,646.03
5098	A12-8	N. J. American Water	292.20
5099	A12-8	N. J. Natural Gas	653.28
5100	A12-8	Verizon	846.82
5101	A12-8	Verizon Wireless	469.92
5102	A12-9	N. J. American Water	12,258.00

5103	A12-9	N. J. American Water	9,130.09
5104	A12-10	Complete Security Systems, Inc.	600.00
5105	A12-10	Freehold Cartage, Inc.	144.78
5106	A12-10	Republic Services, #873	149.06
5107	A12-13	Skylands Area Fire Equipment & Training	47,607.71
5108	A12-2	USG Insurance Services, Inc.	788.10
5109	See *	N. J. Department of Transportation	25,250.00
*	*	The Above is from 2023 Encumbered Funds	
Electronic	A9-1	Payroll by Paychex (for June 2024)	3,700.12
Electronic	A9-1	Tax Pay by Paychex (for June 2024)	751.57
Electronic	A9-1	Paychex Fees (deducted 07-10-24)	175.78
Electronic	A9-1	June 2024 PERS/DCRP Payment	285.69
		Total	\$100,248.44
		2023 Encumbered	\$25,250.00
		Grand Total	\$125,498.44

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 Peter Goldring, and a roll call vote was taken.

George Patten	yes
Frank Biddle III	yes
Kathleen Carter	yes
Peter Goldring	yes
Robert Tice	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 statement from the N. J. Motor Vehicle Services, for all abstract retrievals completed in May 2024. We received the New Fire Service Standards from the Monmouth County Fire Marshal's Office. We received and sent many emails with the Insurance Company about the accident we had with 19-2-90. We received the minutes of the June 1, 2024, New Jersey State Association of Fire Districts meeting. We received a check, from Glatfelter Claims Management, for the damage to 19-2-90. The check, in the amount of \$150,760.35, was received and deposited on June 17, 2024.

Chief's Report

First Assistant Chief Stephen Smith gave his incident report for the month of June 2024. The Chief's would like to purchase the following items.

- 1) FAST Board training, from Eckert Fire Tactics, for a total of \$2,500.00.
- 2) Ropes & Knots Class, from Central Jersey Compliance, for a total of \$1,600.00.

After some discussion, a resolution was offered by Peter Goldring, and seconded by Kathleen Carter, approving these two training items. A roll call vote was taken.

George Patten	yes
Frank Biddle III	yes
Kathleen Carter	yes
Peter Goldring	yes
Robert Tice	yes

The Chiefs are looking into purchasing Five New Laptops for the vehicles. When the Spillman system goes live, some of our current laptops and iPads will no longer work.

The Chief's asked the Board to investigate opening a UPS Account for shipping items.

Committees

Bob gave a report on the Radio Upgrades. The New Tower has been installed at the Route 33 Fire Station. Some of the equipment has been mounted and the Electrical Room Equipment has started to be installed. The Aldrich Road Site is about 90% completed. The Ramtown Site is just starting. The Equipment that each Fire District ordered, as part of this project, will be programmed and handed out soon. As soon as the Districts receive their equipment, the warranty will start.

Bob said that the Route 33 Warning Light project is moving along nicely. We should be receiving an invoice from the State shortly. A discussion was held on adding that invoice to these evenings Vouchers, so we do not hold the project up. A resolution was offered by Bob Tice, and seconded by Peter Goldring, to pay the State \$25,250.00 if the invoice is received before our August 5, 2024, meeting. A roll call vote was taken.

George Patten	yes
Frank Biddle III	yes
Kathleen Carter	yes
Peter Goldring	yes
Robert Tice	yes

Peter gave a report on the Recruitment and Retention meeting. A long discussion was held on benefits, of the possible several types of Fire Company Membership.

Frank said that the Fire Company Truck Committee has finished the specifications and received a price for the New Tractor with Pump to replace the existing 19-2-96 Tractor. The Price is Sourcewell Contract price is \$497,551.42. Frank reminded the Board that we have already received voter approval to spend up to \$500,000.00. The price stated includes some upgrades to the trailer to work with the New Tractor. After some discussion, a resolution was offered by George Patten, and seconded by Bob Tice, to make this Purchase with Liberty Kenworth of South Jersey. A roll call vote was taken.

George Patten	yes
Frank Biddle III	yes
Kathleen Carter	yes
Peter Goldring	yes
Robert Tice	yes

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

- 1) The Station Air Compressor has been relocated out of the Electrical Room at the Route 33 Fire Station. This was to make room for the equipment for the Radio Upgrade.
- 2) R. K. Electric removed the old Air Compressor disconnect in the Electrical room. This was to make room for the equipment for the Radio Upgrade.
- 3) The New Radio Tower has been installed and work continues at the site.
- 4) Our New Weather Stations have been ordered and should arrive before the end on July.
- 5) R. K. Electric replaced the defective manual time clock in the Boiler Room with an intermatic time clock. This timer controls the rear parking lot lights. They also replaced several bulbs around the building which were out.
- 6) The 2015 Chevrolet Suburban Chief's vehicle is scheduled for repair at Kens Auto Body later this week.
- 7) Four members of the Truck Committee will be traveling to E-One for the scheduled Pre-Construction meeting July 8 to July 10, 2024.
- 8) The Annual Certification of the Genie Lift is scheduled for July 16th with United Rentals.
- 9) Nolze Garage Doors came out to repair the door for 2-78.
- 10) 2-68 had his vehicle serviced at Jiffylube.
- 11) Bill Leary came out for an issue with the Air Conditioning unit for the Radio Room.

Kathleen said that we still had some issues with Access Health and Firefighter Physicals. A discussion was held on switching to Atlantic Medical Group. Atlantic just opened a location at Route 33 and Colts Neck Road. After a brief time, a motion was made by Bob Tice, and seconded by Peter Goldring, to switch to Atlantic Medical Group. Motion passed.

Old Business

A discussion was held on two Proposed SOP's, which have been introduced over the past couple of months. The Treatment and Transfer Guidelines of Burned Injured Personnel, and the Fire Apparatus Operator Training. After some discussion, a motion was made by Bob Tice, and seconded by Kathleen Carter, adopting both SOP's. Motion passed.

Kathleen started the conversation on Lawn Care. A long talk was held on the current vendor, and not many good things were mentioned. We have been talking about this for some time now, several months, with hopes for improvement. A resolution was offered by Bob Tice, and seconded by Frank Biddle III, to contract with Brothers Landscaping to take care of the Route 33 Fire Station. The cost for each cutting, edging of sidewalks, and line trimming would be \$200.00 per service. A roll call vote was taken.

George Patten	yes
Frank Biddle III	yes
Kathleen Carter	yes
Peter Goldring	yes
Robert Tice	yes

New Business

Frank received an email from Glatfelter Claims Management, on Friday, June 14, 2024. This email stated that Glatfelter was sending us a check for the repair of 19-2-90. Frank forwarded that email to the rest of the Board. Frank also talked to Absolute about the estimate, and they told him that the new Bucket was ordered with E-One. The Board Members started talking about why the Bucket was ordered when we had not discussed anything yet. Frank asked Absolute to put the Bucket on hold until we meet on July1, 2024.

Fast forward to now. A long discussion was held on why we would repair the truck and why we would not repair the truck. The repair money is most likely more than we would be able to sell the truck for once the New Aerial Truck arrives. Some said that we should just keep the repair money and wait the estimated 30 more months for the already ordered New Aerial Truck. Others said that 30 months is a long time, and we should repair the truck so we can use it till the New Aerial Truck comes in. After some time, a resolution was offered by Frank Biddle III, and seconded by George Patten, to repair the truck. A roll call vote was taken.

George Patten	yes
Frank Biddle III	yes
Kathleen Carter	yes
Peter Goldring	no
Robert Tice	no

Frank said that he would let Absolute know that we will be repairing the truck.

We were invited to 16-1 for a discussion on different topics on July 9, 2024. Peter said that he would attend the meeting.

Peter has been in contact with PTS Support. This is an Emergency Network Company.

George said that he would like to send our Salary Resolution over to the Township early this year. George said that he would like to round everyone’s salary up to the next even dollar amount. He proposed the following as annual salaries. \$8,400.00 for Commissioner, \$10,800.00 for Chairman, \$13,200 for Treasurer, and \$13,200 for Clerk/Secretary. After some discussion, a resolution was offered by George Patten, and seconded by Kathleen Carter, to round the salaries up to the proposed new salaries. A roll call vote was taken.

George Patten	yes
Frank Biddle III	yes
Kathleen Carter	yes
Peter Goldring	yes
Robert Tice	yes

With no further business to come before the Board, the meeting was adjourned at 8:57 PM.