

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

June 3, 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 May 6, 2024, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
5041	A11-2	A. R. Communications	270.00
5042	A12-2	VFIS	66,057.66
5043	A12-3	Campbell Supply Company	1,650.53
5044	A12-3	Firefighter One, LLC	1,935.00
5045	A12-3	Freehold Ford	280.00
5046	A12-3	Fresh Cut Lawns	555.00
5047	A12-3	MyFleetCenter.com	112.45
5048	A12-3	Van Wickle Auto Supply	433.60
5049	A12-3	Wireless Communications	375.00
5050	A12-4	Atlantic Medical Group	400.00
5051	A12-4	Richard M. Braslow, Esq.	1,500.00
5052	A12-4	NetLink	199.00
5053	A12-6	John DePinto	150.00
5054	A12-6	Johannes Smit	150.00
5055	A12-6	Allied Diesel Service, Inc.	25.98
5056	A12-6	County Line Power Equipment	439.96
5057	A12-6	J Swanton Fuel Oil Company	1,591.52
5058	A12-7	Catherine Barnes	2,024.00
5059	A12-8	Mike Banasz	240.00
5060	A12-8	Kathleen Carter	240.00
5061	A12-8	Peter Goldring	160.00

5062	A12-8	Mike Hubert	240.00
5063	A12-8	Tim McKay	240.00
5064	A12-8	Johannes Smit	240.00
5065	A12-8	Stephen Smith	240.00
5066	A12-8	Robert Tice	240.00
5067	A12-8	JCP&L	1,310.88
5068	A12-8	N. J. American Water	167.57
5069	A12-8	N. J. Natural Gas	568.77
5070	A12-8	Verizon	847.36
5071	A12-8	Verizon Wireless	467.93
5072	A12-9	N. J. American Water	12,042.00
5073	A12-9	N. J. American Water	9,129.50
5074	A12-10	Mike Banasz	700.00
5075	A12-10	Frank E. Biddle III	1,375.00
5076	A12-10	William Goffe	285.00
5077	A12-10	E. M. R. Power Systems, LLC	297.88
5078	A12-10	Freehold Cartage, Inc.	144.78
5079	A12-10	Republic Services, #873	149.06
5080	A9-1	Tim McKay	250.00
5081	A12-2	Glatfelter Specialty Benefits	14,298.80
Electronic	A9-1	Payroll by Paychex (for May 2024)	3,716.64
Electronic	A9-1	Tax Pay by Paychex (for May 2024)	751.52
Electronic	A9-1	Paychex Fees (deducted 06-10-24)	170.08
Electronic	A9-1	May 2024 PERS/DCRP Payment	85.37
Total			\$126,747.84

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 check, from Glatfelter Claims Management, for the damage to our 2015 Chevrolet Suburban while responding to an incident. The check, in the amount of \$2,695.23, was received and deposited on June 1, 2024.

Purchase Order #1165 was issued to Pellegrino Chevrolet for the Chevrolet Pickup for the New Chief Command Vehicle. This purchase was made through the ESCNJ 23/24-04 Co-Op. Several emails were exchanged about the Box 201 Mutual Aid Response as we continue to make changes that will improve response in that area. Several emails were exchanged between the State and the Board about the Route 33 Warning Light that is to be installed at the entrance to the Route 33 Fire Station. We received an email for a Construction Kick-Off get together at the Route 33 Fire Station on May 20, 2024, at 9am.

Legal

The Truck Committee is working with New Jersey Emergency Vehicles for the New Tractor for our 19-2-96 Tanker. NJEV is working with both Marco Equipment Sales, out of Pennsylvania, and Liberty Kenworth of South Jersey, for the vehicle. We were told that both the Kenworth Tractor and the Marco upfit would be available on the Sourcewell Co-Op. The contract number will be 060920-KTC.

A discussion was held on the New Tower Lease Agreement with the Township. Our copy of the agreement does not look like it is filled out all the way. Bob said he would ask the Township to complete it.

Chief's Report

Chief Tim McKay gave his incident report for the month of May 2024. The Chief has had questions about cancer screenings and who would be paying for them. The Chief asked when we would be able to get the Radio's we ordered as part of the Township wide upgrade. It was said that all the radios would be programmed first and then distributed to all the Fire Districts.

Chief Smith said that the New Command Pickup should be in sometime in July 2024. He will be working with East Coast Emergency Lighting for the upfit of the vehicle. All East Coast work is on State Contract.

Committees

Bob went over the latest with the Township Radio Upgrade. The old tower has been taken down and the New Tower is coming soon. Work on the entire project is moving along surprisingly good.

Bob gave a report on the Route 33 Warning Light. The State has found all the paperwork that we returned to them and is in the process of reviewing it.

Peter gave a report on the New Jersey State Association of Fire Districts meeting, which was held on Saturday, June 1, 2024.

Peter gave a report on Treatment and Transfer Guidelines of Burn Injured Personnel. These guidelines were adopted by the Burn Center at Saint Barnabas Hospital.

Peter gave a report on the Recruitment and Retention meeting.

Peter gave a report on the latest updates to the Driver Training Program. Chief McKay asked who would be qualified to be instructors for the Driver Training Program. The Board would like to act on this program at the July 1, 2024, meeting.

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

- 1) Freehold Ford finished work on 19-2-88. The vehicle is running a lot better.
- 2) The Station Air Compressor at the Route 33 Station will be moved by the end of this week. It could be a few days before it would be up and running.
- 3) The Truck Committee did look at several units that Marco Equipment Sales built while at the Harrisburg show. The Committee was impressed by the workmanship.
- 4) Frank took 19-2-98 for service at Jiffy Lube.
- 5) Campbell Supply came out and repaired three trucks. The AC System on 19-2-75, officer door inside handle on 19-2-78, and water tank level lights on 19-2-96.
- 6) The old Radio Tower has been removed and they will be starting on the foundation for the New Radio Tower this week.
- 7) The Lawn Service Contractor for the Route 33 Fire Station only cut the lawn three times during the month of May 2024. His invoice states that he cut more times than we documented. The grounds were looking a lot overgrown during May. It may be time to look for a New Contractor.
- 8) The Trailer Mounted Genie Lift is due for Annual Certification. Frank will call and schedule this service.
- 9) Wireless was working on some radio issues on 19-2-90 today. While the truck was being driven around to see if the radio would act up, the Driver failed to negotiate a turn and struck a telephone pole with the bucket of the apparatus. Howell Police were called to complete a report and the utility companies were called to replace the pole. Our Insurance Company was notified.
- 10) 19-2-68 was involved in an accident with the 2015 Chief Command vehicle while responding to an incident. Our Insurance Company was notified.
- 11) The Company that was contracted to take down the Old Radio Tower removed what was left of our weather station. The unit is beyond repair. We received a quote to two new weather stations for both Fire Stations. The total would be \$1,756.75, from Peet Brothers Company, for both units.

After some discussion, a resolution was offered by Frank Biddle III, and seconded by George Patten, to order the two (2) New Weather Stations from Peet Brothers. A roll call vote was taken.

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

Peter said that he has taken over the Security Cameras at both Fire Stations. They should work a little faster now.

Old Business

The Backflow Valve on the Boiler at the Route 33 Fire Station was inspected by Hughes Environmental last month. They will notify the Township and will be submitting an invoice sometime in July.

George said that he filled out an application for Fuel Tank Insurance with VFIS. We will be getting Insurance with a new company.

George said that he would be putting together some cost figures for Worker's Compensation Insurance and LOSAP. The Fire Company is looking into adding additional membership categories to boost membership.

With no further business to come before the Board, the meeting was adjourned at 8:22 PM.