

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

October 7, 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 Vice-Chairperson, Kathleen Carter, at 7:00 PM.

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

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

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
5170	A11-2	George D Patten	28.78
5171	A12-2	VFIS	7,134.55
5172	A12-3	Alpine Software Corporation	1,190.00
5173	A12-3	Brothers Landscaping	1,000.00
5174	A12-3	Campbell Supply Company	2,856.04
5175	A12-3	Defender Emergency Products	3,032.16
5176	A12-3	Grainger	201.55
5177	A12-3	SeaCoast	3,536.16
5178	A12-3	Tim McKay	9,312.94
5179	A12-4	Atlantic Medical Group	600.00
5180	A12-4	Richard M. Braslow, Esq.	1,500.00
5181	A12-4	NetLink	199.00
5182	A12-6	J. Swanton Fuel Oil Company	794.25
5183	A12-8	JCP&L	1,386.21
5184	A12-8	N. J. American Water	200.88
5185	A12-8	N. J. Natural Gas	382.88
5186	A12-8	Verizon	849.11
5187	A12-8	Verizon Wireless	468.08
5188	A12-9	N. J. American Water	12,258.99
5189	A12-9	N. J. American Water	9,259.96
5190	A12-10	Complete Security Systems, Inc.	120.00

5191	A12-10	E. M. R. Power Systems, LLC	4,878.27
5192	A12-10	Freehold Cartage, Inc.	144.78
5193	A12-10	Republic Services, #873	149.06
5194	A12-10	Shore Business Solutions	33.81
5195	A12-12	Peter Goldring	14.35
Electronic	A9-1	Payroll by Paychex (for September 2024)	3,700.13
Electronic	A9-1	Tax Pay by Paychex (for September 2024)	751.56
Electronic	A9-1	Paychex Fees (deducted 10-10-24)	170.08
Electronic	A9-1	September 2024 PERS/DCRP Payment	285.69
		Total	\$66,439.27

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.

Let the record show that Chairperson Tice arrived at 7:10pm and took over for Vice-Chairman Carter.

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 third Fire Tax check for 2024. The check, in the amount of \$361,180.05, was received and deposited on October 4, 2024. We received a second check, from Glatfelter Insurance Group, for a premium refund of our VFIS Accident & Sickness policy. The check, in the amount of \$850.34, was received and deposited on September 27, 2024.

We received a bill from Verizon, for the damaged telephone pole and related work incurred after our accident with 19-2-90. This bill was forwarded to Glatfelter Claims Management. We received confirmation, from NJ Pensions, that our 3rd IROC was submitted.

Legal

Chairperson Tice introduced two members of the 911 Fund Charity Foundation. These members gave us a rundown of what they do. They take used equipment and trucks and ship them to South America to be repurposed. They are looking for us to donate 19-2-90 to them and they would see that the truck is shipped to Argentina. The main speaker was John Beslanovitz, the Chairperson of the Donations Committee. Chairperson Tice thanked them for all the information and told them that we would let them know what our plans will be.

Chief's Report

Chief Tim McKay gave his incident report for the month of September 2024. The Chief asked if he could start to make reservations for FDIC 2025. Chief McKay is asking for a cost not to exceed \$25,000.00 in total for everything. After some discussion, a resolution was offered by George Patten, and seconded by Peter Goldring, approving the Chief's request. A roll call vote was taken.

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

Committees

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

- 1) We were able to repair the flagpole at the Route 33 Fire Station. We will need some replacement parts at some point.
- 2) Both Emergency Generators have been repaired and are in good working order.
- 3) Campbell Supply came out twice to repair 19-2-85.
- 4) Defender serviced and repaired 19-2-78.
- 5) Defender ordered a new backup camera screen for 19-2-75. Defender quoted a price of \$734.70.
- 6) SeaCoast repaired both the 2011 and 2015 Command Vehicles.
- 7) Frank asked for approval to replace the four rear tires on 19-2-78. Service Tire truck Centers quoted a price of \$3,024.28.
- 8) The truck Committee met with New Jersey Emergency Vehicles and Marco Equipment sales, for the preconstruction of the New Tractor for 19-2-96. The Chassis is scheduled to be built in the first quarter of 2025. The truck would then go to Marco for the pump install and upfit. The Committee asked the Board to approve \$33,739.06, for upgrades to the 96 Trailer. Most of the cost would be covered with leftover funds in the original Tractor Price.
- 9) Hoffman came out twice to repair diesel fuel leaks at both Fire Stations.
- 10) Frank asked if we were going to repair 19-2-93. We received an estimate to repair all the rust and rot to the body and running boards from ERS Fleet Repair for \$14,765.53 a couple of months ago. We chose to go with ERS because one of their employees actually built 19-2-93 back in 1995. He is familiar with the way it was assembled. We would be able to make these repairs with funds left in the maintenance line of the 2024 Budget.

A resolution was offered by George Patten, and seconded by Kathleen Carter, to have ERS Fleet Repair make the repairs to 19-2-93 for the estimated \$14,765.53. A roll call vote was taken.

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

A second resolution was offered by Bob Tice, and seconded by Peter Goldring, approving the tires for 19-2-78, the repairs to 19-2-93, and the backup screen for 19-2-75. A roll call vote was taken.

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

Bob gave a report on the Howell radio upgrade and said that we should be up and running by the end of the year. They will be programming all the radios shortly and distributing them to the Fire Districts. Peter added to Bob's report by stating that he trimmed down the needed Radio Equipment list from last month. The current cost to finish our Fire Stations is \$60,000.00. After some discussion, a resolution was offered by George Patten and seconded by Kathleen Carter to make these purchases that Peter asked for. A roll call vote was taken.

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

Old Business

Bob asked the Board what they thought about the 911 Fund Charity Foundation and 19-2-90. After a while, a motion was made by Bob Tice, and seconded by Peter Goldring, to donate 19-2-90 to the 911 Fund. After a long discussion, the motion was tabled. It was decided to list the truck with GovDeals for one more month, with a minimum price of \$40,000.00.

Kathleen said that she received a quote from Brothers Landscaping to remove all the dead and dying shrubs and trees, and to replace the rear parking lot concrete bumpers and install yellow plastic bumpers. After some discussion, a resolution was offered by Frank Biddle III, and seconded by George Patten, to have Brothers Landscaping complete the items for a price not to exceed \$5,000.00. A roll call vote was taken.

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

Kathleen said that a planned meeting with Atlantic Medical Group has been pushed back. No new date was given.

New Business

We received a Service Agreement Proposal, from ESI Equipment, for the care of our Rescue Tools. The cost of this agreement is \$2,470.00, and would run from January 1, 2025, to December 31, 2025. A resolution was offered by Bob Tice, and seconded by George Patten, to enter into this agreement with ESI. A roll call vote was taken.

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

Bob asked the Board what they wanted to do about the Stipend Program. Features of this program would include the following.

- 1) \$10.00 per call per qualified Firefighter. (Up to date firefighters physical, have turnout gear and make attempt to get on trucks)
- 2) \$1,000.00 additional annual stipend for Captain and Lieutenant.
- 3) Stipend is based on Fire Calls Only.
- 4) Must make 25% of total Fire Calls.
- 5) Program to run from November 1 to October 31, each year.
- 6) Qualified participants would receive a 1099 tax form.
- 7) Check would be issued at the December Board meeting.
- 8) The Chief's would be responsible for tracking the program.

After some discussion, a resolution was offered by Bob Tice, and seconded by Peter Goldring, putting this stipend program into action starting November 1, 2024. A roll call vote was taken.

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

Lots of discussion followed the stipend vote between the Board and the Chief's.

Peter asked about ordering and installing a Knox Box at the Route 33 Fire Station. The cost of the Knox Box would be \$521.00. This is probably something we should have done when the building was first built. After a bit, a resolution was offered by George Patten, and seconded by Peter Goldring, to purchase and install a Knox Box at the Route 33 Fire Station. A roll call vote was taken.

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

A discussion was held on the 2025 Fire District Budget. Peter said that he would be in favor of replacing the Route 33 Fire Station driveway sign with an electronic sign. More information would be able to get out to the public. Bob said that we should replace the garage doors at the Route 524 Fire Station on the next year or so. This project should be completed before the Fire Companies 100th anniversary, which is in 2027.

Frank said that at the Workshop Meeting, on September 16, 2024, the Majority of the Board was in favor of replacing the 2003 Ford Utility Vehicle. We will need voter approval before the end of 2024 to purchase a new vehicle next year. And since we plan to introduce the 2025 Fire District Budget at the November 4, 2024, meeting, we can hold a Special Meeting on October 29, 2024. If approved by the voters, we can add the estimated cost to the 2025 Fire District Budget. Frank said the maximum cost of the vehicle would be \$120,000.00, which would include a new Snowplow Attachment, Bed Cap, Warning Lights, and Radios. The funds for this would come from Capital Reserve. After some discussion, a resolution was offered by Kathleen Carter, and seconded by Peter Goldring, to hold a Special Meeting on October 29, 2024, to gain voter approval to purchase this vehicle with a cost not to exceed \$120,000.00. A roll call vote was taken.

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

With no further business to come before the Board, the meeting was adjourned at 8:45 PM.