

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

November 3, 2014

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 Harry Carter, at 8:00 PM.

A Roll call was taken showing George Patten, Frank Biddle, III, Harry Carter, Thomas Ward, and Doug Howlett present. Also in attendance was Joseph Youssouf, Board Attorney. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by Doug Howlett and seconded by Tom Ward; to approve the minutes of the last meeting held on October 6, 2014, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
1451	A11-2	Shore Business Solutions	210.00
1452	A12-3	A. R. Communications	92.00
1453	A12-3	Brice's Auto Supply, Inc.	57.48
1454	A12-3	Cooper Electric Supply Co.	36.35
1455	A12-3	Electronic Measurement Laboratories, Inc.	381.60
1456	A12-3	Front End Shop, Inc.	491.07
1457	A12-3	Signal Control Products, Inc.	5,990.00
1458	A12-3	G & L Lawn Service, Inc.	1,110.00
1459	A12-4	Family Practice of CentraState	130.00
1460	A12-4	NetLink	199.00
1461	A12-6	Pedroni Fuel Co.	531.77
1462	A12-7	Penn Well – FDIC 2015	5,012.00
1463	A12-8	JCP&L	1,271.63
1464	A12-8	N. J. American Water	166.28
1465	A12-8	N. J. Natural Gas	244.81
1466	A12-8	Verizon	373.55
1467	A12-8	Verizon Communications	61.98
1468	A12-8	Verizon Wireless	613.10
1469	A12-9	N. J. American Water	6,670.80
1470	A12-9	N. J. American Water	6,926.01
1471	A12-10	ESI Equipment, Inc.	1,893.00

1472	A12-10	Freehold Cartage, Inc.	118.90
1473	A12-10	Sakoutis Brothers Disposal	75.00
1474	A12-13	Motorola	3,011.50
1475	A12-13	M & W Communications, Inc.	1,481.18
1476	E-9	Cede & Company	7,250.00
1477	E-9	Cede & Company	290,000.00
Electronic	A9-1	Payroll by Paychex (for October 2014)	2,872.21
Electronic	A9-1	Tax Pay by Paychex (for October 2014)	579.50
Electronic	A9-1	Paychex Fee (deducted 11-10-14)	134.03
Electronic	A9-1	October 2014 N. J. Pension Payment	197.64
Total			\$338,182.39

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.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	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.

Legal

Joe informed the Board about two Bills in the State that deal with the moving of the Commissioners Elections and Budget Approval.

Joe said that we should be ready for the introduction of the 2015 Fire District Budget. Some discussion was had on whether or not we would be ready to go out to bid in 2015 for the purchase of a New Rescue Pumper. Joe said that the best way to handle this was to hold a Special Meeting to gain voter approval for the purchase of the New Rescue Pumper. Joe also said that this voter approval would need to be before the end of 2014. After some more discussion, a resolution was offered by Harry Carter and seconded by Tom Ward, authorizing a Special Meeting be held on December 1, 2014 at 7:30 PM. The purpose of this Special Meeting would be to gain voter approval for a Capital Reserve Appropriation for the purchase of a New Rescue Pumper with a total not to exceed \$800,000.00. The funds for this purchase are available in Capital Reserve. The meeting would be held at 993 Route 33, Howell, New Jersey before the Fire Districts regular meeting at 8:00 PM. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Joe said that we needed to advertise this meeting in at least 6 locations in the Fire District. George said that he would help out with the advertising of the meeting. Joe said that he would also advertise this in the Asbury Park Press.

Joe asked the Board if they were now ready for the Introduction of the 2015 Budget. After some discussion, George said that the Board was ready. A resolution was offered by Frank Biddle and seconded by Harry Carter, Introducing the 2015 Fire District Budget as follows.

Total Fire District Budget	\$2,189,700.00
Less from Capital Reserve	- \$800,000.00
Less from Surplus	- \$289,700.00
Amount to be Raised by Taxation	\$1,100,000.00

A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Chief's Report

Chief Bob Tice gave his incident report for the month of October 2014. The Chief said that the Radio Console at the Route 33 Fire Station was not working. Wireless Communications and Electronics have provided a quote to repair the unit and to replace the unit. The Chief asked to purchase the following items.

- 1) Repair the radio console for \$1,800.00 from Wireless Communications.
- 2) Replace the radio console for \$14,208.50 from Wireless Communications.
- 3) FDIC registration for six (6) Firefighters in Indianapolis \$6,107.00.
- 4) Twenty four (24) pair of Pro-Tech Structural Firefighting Gloves from Continental Fire & Safety on State Contract #80956 for a total of \$1,571.28.
- 5) One (1) Fire Hooks model #RH-6, 6 foot New York Hook with gas shutoff from Continental Fire & Safety for \$103.50.
- 6) Annual SCBA Mask fit testing from CNP Fittest of New Jersey for \$25.00 for the first mask and an additional \$15.00 for any Firefighter that has more than one mask.

7) One (1) Echo Quick Vent 6700 Ventilation Saw from Barg's Lawn & Garden Shop for between \$700.00 and \$1,000.00. This saw is no longer made and Barg's said that they found one if we wanted it.

Some discussion was had on the Radio Console from the Route 33 Fire Station. A resolution was offered by George Patten and seconded by Harry Carter, granting the Chief's purchase requests. This included the repair of the Radio Console, not the replacement. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Committees

Frank gave a report on the Executive Board Meeting which was held on October 23, 2014. Frank also gave a report on the trucks as follows.

- 1) 19-2-85 was put back in service without the needed part for the generator operation. As soon as this part comes available, First Priority will install it.
- 2) 19-2-66's vehicle was serviced and repaired at The Front End Shop.
- 3) Pinebelt Chevrolet of Freehold has been sold to Action Chevrolet and they will not work on our equipment until we file a credit application.
- 4) 19-2-78 was sent to First Priority Emergency Vehicles for the replacement of the front bumper and a major service.
- 5) 19-2-90 will be going for service and repair as soon as 19-2-78 is back in service.
- 6) Frank took 19-2-66's vehicle to Edwards Tire Service to have the front tires rebalanced.

Old Business

George asked for some assistance in filling out a new questionnaire that the State wants with the 2015 Budget. Frank said that he would help George with the questionnaire.

New Business

Frank said that we received a new service contract, from Shore Business Solutions, for the copier in the Board's office. The cost of this service contract is \$210.00. A resolution was offered by George Patten and seconded by Harry Carter, to enter into this service contract with Shore Business Solutions. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Frank said that the Breathing Air Compressor at the Route 524 Fire Station is getting tired and we are starting to have issues with it as the main SCBA refill compressor. Frank said that the unit is about twenty years old and might be better used as a backup compressor at the Route 33 Fire

Station. Frank also said that we do have funds available in this year's budget to pay for a new complete compressor and refill station. After some discussion, a resolution was offered by Frank Biddle and seconded by George Patten, to go out to bid for a New Complete Breathing Air Compressor and Refill Station. Also as part of the resolution it was decided to receive bids on Tuesday, November 25, 2014 at 2:00 PM at the Route 33 Fire Station. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

With no further business to come before the Board, the meeting was adjourned at 10:01 PM.