

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

November 5, 2012

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 8:07 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 Tom Ward and seconded by Doug Howlett; to approve the minutes of the last meeting held on October 1, 2012, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
3789	A12-3	Brice's Auto Supply, Inc.	236.94
3790	A12-3	Defender Emergency Products	2,585.00
3791	A12-3	G & L Lawn Service, Inc.	1,420.00
3792	A12-3	Grainger	1,546.62
3793	A12-3	Knox Co.	751.00
3794	A12-3	My Fleet Center. Com	34.19
3795	A12-3	Pine Belt	137.66
3796	A12-4	Centra State Medical Associates, PC	130.00
3797	A12-4	Net Link	199.00
3798	A12-6	Pedroni Fuel Co.	1,408.45
3799	A12-8	AmeriGas	5,396.62
3800	A12-8	JCP&L	1,845.83
3801	A12-8	N. J. American Water	136.47
3802	A12-8	N. J. Natural Gas	152.33
3803	A12-8	Verizon	342.81
3804	A12-8	Verizon Communications	59.98
3805	A12-8	Verizon Wireless	718.02
3806	A12-9	N. J. American Water	6,670.80
3807	A12-9	N. J. American Water	6,065.15
3808	A12-10	ESI Equipment, Inc.	1,838.00
3809	A12-10	Freehold Cartage, Inc.	118.90

3810	A12-10	Sakoutis Brothers Disposal	75.00
3811	A12-13	Skylands Area Fire Equipment & Training	2,300.00
3812	E-9	Cede & Company	18,250.00
3813	E-9	Cede & Company	270,000.00
3814	A12-3	Fire One	1,350.00
Electronic	A9-1	Payroll by Paychex (for 10-31-12)	2,941.29
Electronic	A9-1	Tax Pay by Paychex (for 10-31-12)	517.98
Electronic	A9-1	Paychex fees (deducted 11-12-12)	229.80
Electronic	A9-1	October 2012 N. J. Pension Payment	190.08
Total			\$327,647.92

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 Thomas Ward, seconded by George Patten, 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 read a resolution Prohibiting First Responders from Photographing Persons Being Assisted. This resolution was offered by Harry Carter and seconded by Tom Ward and a roll call vote was taken.

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

Joe also read a letter addressed to the State of New Jersey, dated July 2, 2012, which included the resolution accepting the audit report for the year ended December 31, 2011, and the fully executed Group Affidavit. The State said that they had not received any of this information.

Joe went over the schedule of dates for the 2013 Budget and the dates for filing for the position of Commissioner.

Chief's Report

Chief Brian Prochnow gave his incident report for the month of October, 2012. This report included a short report on Hurricane Sandy. Chief Prochnow said that we responded to 69 calls from October 29, 2012 and November 2, 2012. Chief Prochnow said that we may be going to some shore towns to help out during the next few weeks. The chiefs would like to purchase the following items.

- 1) Five (5) Bullard Eclipse Thermal Imaging Camera batteries from Continental Fire & Safety, for a total of \$320.25.
- 2) One (1) Junkyard Dog Rescue Strut System from ESI Equipment for a total of \$2,841.00.
- 3) Seventy Five (75) pair of work gloves from Grainger with a total to be determined after sizes and quality is decided on.

After some discussion, a resolution was offered by Tom Ward and seconded by Doug Howlett, granting the Chief's purchase requests. 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 25, 2012. Frank said that the Fire Bureau's 2013 Budget will be ready to vote on at the December 6, 2012, Joint Board of Fire Commissioners Meeting, to be held at Fire District #5 at 8:00 PM.

Frank also gave a report on the trucks as follows.

- 1) The Pump Tests were completed on October 23, 2012, and all trucks passed.
- 2) Both 19-2-74 and 19-2-75 were serviced by Defended Emergency Products.
- 3) Defender will be taking the Tanker for some repairs as soon as they received some parts that were ordered for the truck.
- 4) The Bus was repaired at Pine Belt.
- 5) Frank took the Bus for service at Jiffy Lube.
- 6) Frank took the Bus for State Inspection and it passed.

Old Business

George said that the Route 33 Fire Station conversion to Natural Gas should be completed in the next couple weeks. The company was waiting for the conversion kits to arrive. The Natural Gas line was completed a couple months ago. When they come to complete the conversion, George will call EMR Power Systems to come and convert the emergency generator the same day. George also said that when the conversion is completed, that he would call AmeriGas to come and pump out the propane and remove the tanks. Even with the cost related to the removal of the remaining propane, we should have a credit coming back to us for the gas.

New Business

Chief Prochnow asked if he could schedule the annual Firefighter SCBA fit tests for the next couple meeting dates. The vendor would be the same one that we have used for the last ten years

or so, CNP Fit Testing. A resolution was offered by Harry Carter and seconded by George Patten, approving the fit testing. A roll call vote was taken.

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

George said that he called the insurance company about the life insurance for deceased Firefighter Richard (Dickey) Gibson.

Chief Prochnow said that we had several Firefighters staying at the two Fire Stations during the week after Hurricane Sandy. With the amount of people we did not have enough beds to sleep on. Chief Prochnow asked to purchase several more mattresses and also an air pump for each station. A resolution was offered by Tom Ward and seconded by Harry Carter, to purchase twelve (12) additional mattresses and two (2) air pumps. A roll call vote was taken.

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

Bill Goffe was asked to look at the Boards new computer and see why we are having trouble downloading some e-mail attachments. Bill said that he did look at the new computer and he suggests purchasing WinZip. Frank said that he would also ask NetLink in the next few days and get his opinion.

With no further business to come before the Board, the meeting was adjourned at 9:25 PM.