

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

October 5, 2009

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 8:06 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.

The meeting agenda was changed because of the receiving of Bids for the New Fire Engine. Joe said that he has received only one bid, but another bid packet was picked up. It was decided to open the one bid at 4:00 PM on October 6, 2009. The one bid that was received is from Campbell Supply Company, LLC, for Crimson Fire, from Brandon South Dakota, 57005. Joe thanked the Salesman from Campbell and invited him to attend the October 6, 2009 meeting. Tonight's meeting returned to the original agenda.

A motion was made by Tom Ward and seconded by Doug Howlett; to approve the minutes of the last meeting held on September 14, 2009, motion carried.

The following Vouchers have been submitted for payment.

<b>VOUCHE</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
2663	A12-1	Asbury Park Press	133.28
2664	A12-2	VFIS	4,510.60
2665	A12-3	A. R. Communications	100.00
2666	A12-3	Electronic Measurement Labs., Inc.	130.00
2667	A12-3	G & L Lawn Service, Inc.	2,510.00
2668	A12-4	CMX	500.00
2669	A12-6	Pedroni Fuel Company	437.09
2670	A12-8	JCP&L	1,639.37
2671	A12-8	N. J. American Water	335.75
2672	A12-8	N. J. Natural Gas	129.36
2673	A12-8	Nextel Communications	51.32
2674	A12-8	Verizon	273.08
2675	A12-8	Verizon Wireless	929.40
2676	A12-10	Complete Security Systems, Inc.	105.00
2677	A12-10	EMR Power Systems, LLC	100.00

2678	A12-10	Freehold Cartage, Inc.	118.90
2679	A12-10	Sakoutis Brothers Disposal	75.00
2680	A12-3	Underwriters Laboratories, Inc.	375.00
Electronic	A9-1	Payroll by Paychex ( for 9-30-09 )	2,920.50
Electronic	A9-1	Tax Pay by Paychex ( for 9-30-09 )	569.55
Electronic	A9-1	Paychex Fees ( deducted 10-12-09 )	99.29
Electronic	A9-1	September 2009 N. J. Pension Payment	159.30
Electronic	A9-1	Paychex Fee End of Quarter(deducted 10-12-	9.95
		Total	\$16,211.74

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. We received our 3<sup>rd</sup> payment from the 2009 Fire Taxes from the Township of Howell. The check, in the amount of \$378,437.50, was received and deposited on September 30, 2009. We received the Affidavit of Publication, from the Asbury Park Press, for the publication of the Notice and Invitation to Bidders for the New Fire Engine. We received our Accident and Sickness Policy from VFIS. VFIS wants to know if we want to add an enhancement to our policy for Heart and Illness Impairment. After a brief discussion, a resolution was offered by George Patten and seconded by Frank Biddle III, to add this Heart enhancement to our policy for a cost of \$1,340.00. A roll call vote was taken.

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

### Legal

Joe read a Special Meeting letter for the opening of bids on October 6, 2009 at 4:00 PM. Joe also reported on a letter from VALIC about adopting a resolution allowing Firefighters to remove LOSAP funds from their accounts and still remain an active Firefighter. After a long discussion, it was decided not to take any action because our program already allows for this.

Joe next reported on the Fire Company's application for membership. Joe told the Company that they should revise their application from what they use today. The Company Members present agreed with Joe and will start to rewrite their application. Joe said that he will draft up some changes for the Fire Company's By-Laws. Joe also said that the Board should have an application for membership as a Volunteer Firefighter in Howell Township Fire District No.2. Joe read a prepared resolution of the Board of Fire Commissioners, Howell Twp. Dist.2, adopting a uniform membership application form for membership in the Fire District's Volunteer Fire Company. This resolution was offered by Harry Carter and seconded by Tom Ward. 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 Wayne Gravatt gave his incident report for the month of September, 2009. The Chief would like to purchase the following items.

1. Three Bullard Eclipse Personal Thermal Imaging Units from Continental Fire and Safety for a total of \$13,665.75.
2. One Combination Set of Junk Yard Dog Xtend Rescue Strut System from ESI Equipment for \$2,100.00.
3. Two Gripper Hose System High Rise Straps from All Hands for a total of \$231.98.
4. Ten ANSI III Jacket Systems from American Uniform for a total of \$2,342.00.
5. Twelve RIC/UAC Upgrade Kits for Scott SCBA's from Fire Fighter's Equipment Company for a total of \$6,238.08.
6. Six Air Pak 75 Hardness/Back Frame Assemblies for Scott SCBA's for a total of \$5,570.94 from New Jersey Fire Equipment Company.
7. Ten Minitor V Pagers from ESS for a total of \$4,550.00.

A resolution was offered by Tom Ward and seconded by Frank Biddle III, granting the Chief's request for these purchases. 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 September 24, 2009. Frank said that Chief Hotmar would like to know if each Board wants to change the Township Ordinance to include Fire Districts as not having to pay any Township permit fees. A motion was made by George Patten and seconded by Tom Ward stating that District 2 votes for this change. Motion passed. Frank also gave a report on the trucks, stating that all are up and running with no major problems at this time.

### **Old Business**

Chris gave a report on the progress of the Communications Tower and said that it should be installed before the end of October, 2009. The concrete pad has been poured and they are waiting for it to cure before installing the Tower.

George said that he spoke with New Jersey American Water and the bill is still not correct and we will not pay it until they straighten it out. George also said that the new Cell Phones are working well with no reported problems.

Frank said that Underwriters Laboratories reinspected the Aerial Truck and it has failed for the second time. This time the relief valve for the Water Way opened at 220 lbs. and the spec. calls for it to open at 250 lbs. Frank will have the valve adjusted and will call for another reinspection.

### **New Business**

Frank said that the State Inspection for the Boiler at the New Fire Station runs out on November 5, 2009 and we should call for a new inspection. Doug said that he would call and set up a date for this annual inspection. The cost for this inspection should be \$80.00. A resolution was offered by Frank Biddle III and seconded by Harry Carter, authorizing this annual inspection. 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 our contract with New Jersey Division of Motor Vehicles runs out on December 6, 2009. This contract allows us to look up Drivers License records. Frank will attempt to extend this contract for another year.

George said that Jack called to ask if the Punch List was complete. George told Jack that none of the items on the list have been corrected as of yet. Jack said that he would call Joe to see what we could do. A resolution was offered by Harry Carter and seconded by George Patten, authorizing Joe to write a letter to BurMarc. Joe will do so and report back to us at the November 2, 2009 meeting.

With no further business to come before the Board, the meeting was adjourned at 10:20 PM.