

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

October 5, 2015

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 8:01 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 George Patten; to approve the minutes of the last meeting held on September 14, 2015, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	Amount
1814	A12-2	VFIS	4,556.60
1815	A12-3	Adelphia Fire Co.	3,700.34
1816	A12-3	Edwards Tire Company, Inc.	684.04
1817	A12-3	FF1, Professional Safety Services	539.80
1818	A12-3	Front End Shop, Inc.	949.85
1819	A12-3	G & L Lawn Service, Inc.	820.00
1820	A12-3	Grainger	1,485.72
1821	A12-3	Ken's Body Works	833.20
1822	A12-3	Signal Control Products, Inc.	8,195.00
1823	A12-4	Family Practice of CentraState	881.50
1824	A12-4	NetLink	199.00
1825	A12-6	Pedroni Fuel Co.	465.73
1826	A12-7	Xerox Business Services, LLC	2,703.00
1827	A12-8	JCP&L	1,288.34
1828	A12-8	N. J. American Water	167.17
1829	A12-8	N. J. Natural Gas	176.15
1830	A12-8	Verizon	379.15
1831	A12-8	Verizon Communications	65.81
1832	A12-8	Verizon Wireless	804.94
1833	A12-9	N. J. American Water	6,670.80
1834	A12-9	N. J. American Water	7,539.20

1835	A12-10	Complete Security Systems, Inc.	217.00
1836	A12-10	EMR Power Systems, LLC	230.00
1837	A12-10	Freehold Cartage, Inc.	118.90
1838	A12-10	Sakoutis Brothers Disposal	75.00
Electronic	A9-1	Payroll by Paychex (for Sept. 2015)	2,871.18
Electronic	A9-1	Tax Pay by Paychex (for Sept. 2015)	576.75
Electronic	A9-1	Paychex Fee (deducted 10-12-15)	262.44
Electronic	A9-1	September 2015 N. J. Pension Payment	201.42
Total			\$47,658.03

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 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

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 two Service Reports, from EMR Power Systems, for the two service checks completed on our two Emergency Generators. These service checks were completed on September 3, 2015. We received a Fire Alarm Report, from Complete Security Systems, for the fire alarm system inspection at the Route 524 Fire Station. This inspection was completed on September 22, 2015 and a copy of the report was forwarded to the Howell Township Fire Bureau. We received a check, from the Township of Howell, which is our third payment for the 2015 Fire Taxes. The check, in the amount of \$275,000.00, was received and deposited on September 30, 2015.

Legal

Joe gave a report on the schedule and dates for the Fire District Budget and Election. This year's Election will be on Saturday, February 20, 2016. George said that he has the Budget almost completed and will be ready for the November meeting. A discussion was had on the fact that some New Jersey Towns are looking into consolidating their Fire Companies. Joe handed out a corrected resolution from June 1, 2015. This resolution was for the purchase of the New Rescue Pumper. Joe answered some questions about the grant that the Board is applying for. Some Commissioners suggest that it might be better if the Fire Company applies for the grant. This grant is for the replacement of all the SCBA's.

Chief's Report

Chief Bob Tice gave his incident report for the month of September 2015. The Chief said that he was not seeking any purchases this month. He did ask how much money was left in his budget line for the remainder of the year. George informed Chief Tice that there was about \$39,000.00

left in the 2015 Chief's budget for 2015. Chief Tice said that he would work on getting prices for some equipment that will be needed for the New Rescue Pumper.

Captain Greg Player said that some of the equipment has come in for the AV System at the Route 33 Fire Station. Captain Player said that the installation should start by the end of October and should be completed a few weeks into November.

Committees

Frank gave a report on the Executive Board meeting, which was held on September 24, 2015. This meeting was attended by the Mayor, the Town Manager and the Town Chief Financial Officer. The Township is asking the Fire Districts to look into ways of saving money. Some of these ways include joint purchases and investigating the possibility of consolidation.

Frank also gave a report on the trucks as follows.

- 1) 2-66 vehicle was repaired at the Front End Shop for a fuel fill issue.
- 2) 2-67 had new tires installed at Edwards Tire Company.
- 3) The annual pump tests are scheduled for October 29, 2015.
- 4) Clean Air repaired the exhaust drop for 2-78, but it has since broken and they will be coming back out.
- 5) We ordered some hardware for 2-96 from Grainger and might need a few more items.
- 6) Frank ran the license numbers of all the members and said that everyone is in good standing with the State of New Jersey.
- 7) Defender is still waiting for Hale to send them the correct parts for 2-96.
- 8) Frank said that after the pre-construction meeting with Spartan that some change orders will need to be voted on. This will come up under New Business.

Old Business

Chris Pujat said that the cost of installing OPTICOM in the New Traffic Light at the intersection of Route 33 and Colts Neck Road will be about \$21,000.00 including installation. The State of New Jersey is installing the light and did not include us in the construction.

George said that Breeze Mechanical completed the work in the Radio Room of the Route 33 Fire Station. They also made repairs to the boiler.

New Business

Tom asked about the Fire District carrying insurance for the Soft Ball Team. One of the members was injured at the final game and is having trouble paying some bills. George said that the District stopped paying for insurance for all sports some time ago. The Board was told that the Fire District could not carry insurance for sports. Harry said that the Board and that Fire Company would look into carrying some sort of insurance that would cover the sports that the members participate in.

Frank went over the change orders from the pre-construction meeting with Spartan. The total of the changes adds up to \$10,608.00. These changes include an updated air conditioning system and the GPS kit for the OPTICOM System. A resolution was offered by Tom Ward and seconded by Doug Howlett, approving the change orders on the New Rescue Pumper. A roll call vote was taken.

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

George Gravatt said that he has been looking into what could be done with the driveway lights at the Route 33 Fire Station. The current lights do not last very long and the driveway always seems to have one or two lights out. The current bulbs cost around \$200.00 each. George said that Cooper Electric has come up with an LED Light head that would work on our current light poles. The cost of the LED Light heads would be around \$514.00 each plus installation by G&W Electric. After some discussion, a resolution was offered by Tom Ward and seconded by Doug Howlett, to install the LED Light heads on the four front driveway poles for now. 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 9:43 PM.