

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

October 3, 2016

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 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 12, 2016, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
2153	C-2	Startan ERV (from capital reserve)	13,451.00
2154	A12-2	VFIS	5,253.40
2155	A12-3	Allied Diesel Service	796.83
2156	A12-3	Continental Fire & Safety	6,572.00
2157	A12-3	Front End Shop, Inc.	983.83
2158	A12-3	G & L Lawn Service, Inc.	1,020.00
2159	A12-3	Grainger	1,375.51
2160	A12-3	Snap-On Industrial	1,080.53
2161	A12-3	Stewart & Stevenson Power Products	19,257.29
2162	A12-3	Wireless Communications	1,079.36
2163	A12-4	Family Practice of CentraState	165.00
2164	A12-4	NetLink	199.00
2165	A12-6	Pedroni Fuel Co.	481.11
2166	A12-7	Xerox Business Services, LLC	2,703.00
2167	A12-8	JCP&L	1,291.40
2168	A12-8	N. J. American Water	469.78
2169	A12-8	N. J. Natural Gas	163.08
2170	A12-8	Verizon	387.39
2171	A12-8	Verizon Communications	65.81
2172	A12-8	Verizon Wireless	647.90
2173	A12-9	N. J. American Water	6,900.30

2174	A12-9	N. J. American Water	7,719.70
2175	A12-10	Complete Security Systems, Inc.	105.00
2176	A12-10	Freehold Cartage, Inc.	118.90
2177	A12-10	Sakoutis Brothers Disposal	75.00
2178	A12-13	All Hands Fire Equipment, LLC	71.38
2179	A12-2	VFIS	2,523.53
Electronic	A11-2	Deluxe	124.81
Electronic	A9-1	Payroll by Paychex (for September 2016)	2,866.78
Electronic	A9-1	Tax Pay by Paychex (for September 2016)	577.37
Electronic	A9-1	September 2016 N. J. Pension Payment	205.20
		Total from Capital Reserve	\$13,451.00
		Total from 2016 Budget	\$65,280.19
		Grand Total All Bills	\$78,731.19

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	absent
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 a check, from the Township of Howell, which is the third payment for the 2016 Fire Taxes. The check, in the amount of \$275,000.00, was received and deposited on September 28, 2016. George deposited the Bid Bond check from Garden State Bobcat. This check, in the amount of \$5,000.00, was deposited on September 15, 2016. This Bid Bond check was for the sale of three acre parcel of land on Route 33. We received the warranty, from Pro Poly, for the water tank on our New Rescue Pumper. We received two communications from Verizon. Each notice was to inform us about the retirement of copper lines for both Fire Stations. They will be switching to fiber optic technology on or after September 15, 2017. We received a notification, from the New Jersey Motor Vehicle Commission, stating that our 2002 Chevrolet Suburban is no longer required to go through State Inspection.

Legal

Joe handed out the resolution Accepting the Audit Report for the Year Ended December 31, 2015. This resolution was approved at the August 1, 2016 meeting. Joe also handed out the Annual Audit review Group Affidavit. All Commissioners must sign four copies. The Commissioners present did sign four copies. Frank said that he would have Commissioner Ward sign the four Affidavits. Frank said that he would send two copies to the Auditor and keep two

on file in the Commissioner's office. Joe also handed out the resolution Accepting the Bid from 999 Route 33 LLC, Garden State Bobcat, for the purchase of lot 25.01, block 183, as shown on the tax map of Howell Township. This purchase is for the sum of \$455,000.00. Joe said that if all goes well, the closing on the property should take place around November 15, 2016.

Chief's Report

Chief Michael Banasz gave his incident report for the month of September, 2016. The Chief would like to purchase the following items.

1) Six (6) Unication G1 Pager from M & W Communications for \$455.00 each. M & W Communications will grant a promotional \$100.00 rebate, which ended September 30, if we order by October 4, 2016. This would total \$2,130.00.

2) One (1) Motorola APX8500 Mobile Radio and all needed supplies for the New Rescue Pumper, on State Contract #83909, from Wireless Communications for a total of \$8,162.25.

3) One (1) East Coast Forcible Entry Door Simulator with the East Coast Rescue Solutions All-In-One Prop and shipping for a total of \$9,125.00.

After some discussion, a resolution was offered by Frank Biddle III and seconded by George Patten, granting the Chief's purchase requests. A roll call vote was taken.

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

The Chief said that he has received four quotes to finish the siding and close in all exterior portions of the training structure at the Route 33 Fire Station. They are listed below.

- 1) Stephen Graga Construction \$6,600.00.
- 2) A. I. N. Home Improvement \$6,475.00.
- 3) Torres Roofing, LLC \$5,350.00.
- 4) John Vuoso \$5,100.00.

After some discussion, a resolution was offered by George Patten and seconded by Harry Carter, to have John Vuoso finish the exterior and siding of the Training Structure. A roll call vote was taken.

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

Committees

Frank gave a report on the Executive Board Meeting which was held on September 22, 2016. Frank also gave a report on the trucks as follows.

1) 19-2-90 has been put back in service. The new transmission is operating very well after being installed at Atlantic Detroit Diesel.

- 2) 19-2-90 is having some jack issues and Absolute has ordered four relief valves. The truck is still in service.
- 3) 19-2-75 was taken to Campbell Supply for service and repairs.
- 4) 19-2-76 is first due out of Station Two while 19-2-75 is out.
- 5) Art has been installing the new lights on 19-2-96.
- 6) Art is also waiting on parts for the K-12 saw off of 19-2-75.
- 7) All of the tools have arrived for the New Rescue Pumper. The new truck will use the same number as the old truck, 19-2-85.
- 8) 19-2-68 vehicle was repaired at the Front End Shop for a fuel leak issue.
- 9) The New Rescue Pumper, 19-2-85, was on display down in Wildwood. We received lots of positive comments.
- 10) The New Rescue Pumper was delivered to us. George put insurance on it and Frank went to Motor Vehicle and registered it. We are currently mounting tools and other items on the truck. Projected in service date would be first or second week in November.
- 11) We would like to purchase a dremil tool from Grainger for \$133.40.
- 12) We need some spare OPTICOM parts. Signal Control Products is the only vendor and the total parts needed add up to \$8,195.00. This would give us enough parts to repair one intersection.

After some discussion, a resolution was offered by George Patten and seconded by Doug Howlett, to purchase items #11 and #12 from Grainger and Signal Control Products. A roll call vote was taken.

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

New Business

George said that the Commissioner's office is always in need of some supplies. George would like to get these small items when needed without having to wait for the next meeting. A resolution was offered by Doug Howlett and seconded by Harry Carter, allowing George to purchase small office items, checks and office supplies when needed. A roll call vote was taken.

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

Doug asked about the battery in his phone needing charge a couple times a day. George said that he would show Doug how to make the battery last longer.

Frank asked about the 2017 Budget and if we were going to replace all the SCBA's. If we are going forward with this purchase we will have to gain voter approval before the end of 2016. After some discussion, a resolution was offered by George Patten and seconded by Harry Carter, to hold a special meeting on November 7, 2016 at 7:30 PM, at the Route 33 Fire Station for the purpose of gaining voter approval for the purchase of new SCBA's and spare bottles in 2017 with the funding to come from Surplus. A roll call vote was taken.

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

With no further business to come before the Board, the meeting was adjourned at 9:20 PM.