

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

September 14, 2011

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, and Harry Carter present. Also in attendance was Joseph Youssouf, Board Attorney.

A motion was made by George Patten and seconded by Harry Carter; to approve the minutes of the last meeting held on August 1, 2011, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
3351	A11-2	E. J. Schuster Office Supplies	130.00
3352	A12-2	VFIS	779.95
3353	A12-3	Absolute Fire Protection Company, Inc.	8,295.18
3354	A12-3	A. R. Communications	202.00
3355	A12-3	Area Wide Protective	384.00
3356	A12-3	Brice's Auto Supply, Inc.	30.94
3357	A12-3	Campbell Supply Company, Inc.	126.06
3358	A12-3	ESI Equipment, Inc.	292.90
3359	A12-3	Fire One	1,350.00
3360	A12-3	G & L Lawn Service, Inc.	1,500.00
3361	A12-3	My Fleet Center . com	37.78
3362	A12-3	Peet Brothers Company, Inc.	656.75
3363	A12-3	Ramco	255.40
3364	A12-3	Superglass Windshield Repair	800.00
3365	A12-6	Howell Township, DPW	96.20
3366	A12-6	Pedroni Fuel Co.	2,245.12
3367	A12-8	JCP&L	2,079.26
3368	A12-8	N. J. American Water	160.70
3369	A12-8	N. J. Natural Gas	155.90
3370	A12-8	Verizon	312.35
3371	A12-8	Verizon Communications	58.98
3372	A12-8	Verizon Wireless	572.00

3373	A12-9	N. J. American Water	6,605.01
3374	A12-9	N. J. American Water	5,733.52
3375	A12-10	Clean Air Company, Inc.	716.00
3376	A12-10	Electronic Measurement Labs, Inc.	1,498.00
3377	A12-10	Fail Safe Testing, Inc.	3,108.82
3378	A12-10	Freehold Cartage, Inc.	118.90
3379	A12-10	Sakoutis Brothers Disposal	75.00
3380	A12-10	Shore Business Solutions	200.00
Electronic	A9-1	Payroll by Paychex (for 08-31-11)	2,966.88
Electronic	A9-1	Tax Pay by Paychex (for 08-31-11)	523.17
Electronic	A9-1	Paychex Fees (deducted 09-12-11)	208.30
Electronic	A9-1	August 2011 N. J. Pension Payment	159.30
Total			\$42,434.37

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 Harry Carter, and a roll call vote was taken.

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

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 System, for the service checks completed on our two emergency generators on September 12, 2011. We received an apparatus service report, from Absolute Fire Protection, for repair work completed on 19-2-90. We received a letter, from the New Jersey Motor Vehicle Commission, stating that needed Frank to call them with information needed to continue our on-line access for driver license checks. Frank said that he did call them on August 4, 2011 with the information they needed. We received our updated Radio Station License, from the Federal Communications Commission, with the addition of narrow banding included. The license has been placed in the radio room at the Route 524 Fire Station.

We received two service reports, from Clean Air Company, for the annual Vehicle Exhaust System inspections completed on August 9, 2011. The service at the Route 33 Fire Station was complimentary because the system is only one year old. We received a letter, from Devino Used Trucks and Parts, inquiring what was decided on his bid for the old 19-2-75. George called him back and told him that all bids were rejected on April 4, 2011. We received a Certificate of Liability Insurance for Four Directions, Inc., d/b/a J. Ford Electric. We received a check, in the amount of \$22,770.27, from VFIS for the repair of 19-2-78. The check was received and deposited on August 31, 2011.

We received a claim acknowledgement from Glatfelter Claims Management for the injury to Brian Prochnow on August 27, 2011. We received a bid, from Chris Wojcicki, of \$4,500.00 for the old 19-2-75. No action was taken at this time. George faxed a statement that we received from Joan Farkas, a witness to the truck hitting the planter at the Route 524 Fire Station, to Glatfelter Claims. We received six Fire Pump Performance Test Reports, from Fire One, for the pumps tests completed on our six trucks. The reports state that all of our trucks passed their pump tests. We received our 2011 Fire Hose Test Record, from Fail Safe Fire Hose Testing, for hose testing completed on September 2, 2011.

Legal

Joe said that he looked over the rules concerning LOSAP Plan Amendments and feels that we can not change our point system at this time. Joe said that we would have to place the point changes on the ballot in order for the public to approve them. Joe then gave a short report on the 2012 budget and the upcoming elections to be held on Saturday February 18, 2012.

Chief's Report

Chief Jason Howlett gave his incident report for the month of August, 2011. The Chief's would like to purchase the following items.

- 1) Installation of mirrors in the Fitness Room at the Route 524 Fire Station from Frank's Aluminum, Glass and Mirror. Six sheets approx. 50 inches by 60 inches for \$1,000.00.
- 2) Two, 3" gas powered Honda Pumps, from Major Tool for a total of \$2,592.00.
- 3) Two, 2" electric submersible Multiquip Pumps, from Major Tool for a total of \$640.64.
- 4) Two small generators with one light. No price or vendor at this time.
- 5) Five, Junior Helmet Frontals from Continental Fire & Safety for a total of \$190.00.
- 6) To attend a Drive To Survive safety seminar at Sea Bright Fire Department on September 29, 2011. Cost would be \$30.00 for each attendee.
- 7) Twelve blow up air mattresses from Dick's Sporting Goods for a total of \$300.00.

A resolution was offered by George Patten, and seconded by Frank Biddle, to purchase the seven items the Chief's requested. A roll call vote was taken.

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

The Chief's stated that during the hurricane standby, the air conditioning upstairs at the Route 524 Fire Station was not running. A discussion was had on the Emergency Generator and if it had enough power to run the air conditioner. Frank said that he was told that the Emergency Generator did not have enough power to run the AC, and that the AC was never hooked up to the generator. After some more discussion, a resolution was offered by Frank Biddle and seconded by Harry Carter, to hire an Electrical Engineer to tell us what kind of power we need to run the entire complex at the Route 524 Fire Station. A roll call vote was taken.

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

Committees

Frank gave a report on the Executive Board Meeting, held on August 25, 2011. Frank also gave a report on the trucks as follows.

- 1) All trucks passed pump tests on August 8, 2011.
- 2) The Aerial Truck passed it's annual certification on September 2, 2011
- 3) The New Chief's Suburban was taken to New Jersey Emergency Vehicles on August 16, 2011.
- 4) 19-2-75 has been picked up by Campbell Supply for display in Wildwood this week.
- 5) 19-2-78 will be going out for bodywork and repairs to First Priority after 19-2-75 comes back.
- 6) 19-2-68's Suburban needs tires bad.
- 7) 19-2-88 will need tires before winter.

A resolution was offered by George Patten and seconded by Harry Carter, to have Edwards Tire replace the tires on Chief Tice's Suburban. A roll call vote was taken.

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

Old Business

George said that he looked over the fitness room rules and stated that they look ok to him. We would just need to change the name to the Fire Company. After a short discussion, a motion was made by Frank Biddle and seconded by Harry Carter to accept the fitness room rules as read. Motion passed.

New Business

Frank said that we need to purchase a lot of bulbs and ballasts for the lights at the Route 33 Fire Station. Frank said that we can get all the supplies we need at Cooper Electric Supply, whom we have an account with. A resolution was offered by George Patten and seconded by Harry Carter, to purchase what we need at Cooper. A roll call vote was taken.

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

Frank said that he needs some supplies for the files in the office. A resolution was offered by George Patten and seconded by Harry Carter, to purchase these supplies at E. J. Schuster's. A roll call vote was taken.

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

Chris Pujat said that M & W Communications has removed the radio room console from the Route 33 Fire Station and that they have ordered the parts needed to repair the unit. A resolution was offered by Harry Carter and seconded by Frank Biddle, authorizing this repair by M & W Communications. A roll call vote was taken.

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

Chris also said that he is getting prices on needed parts for the OPTICOM System.

With no further business to come before the Board, the meeting was adjourned at 9:48 PM.