

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

September 13, 2010

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 8:04 PM.

A Roll call was taken showing George Patten, Frank Biddle, III, Harry Carter, Thomas Ward, and Doug Howlett present. 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 August 2, 2010, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
2955	A12-2	Zurich	848.00
2956	A12-3	Electronic Measurement Labs, Inc.	175.00
2957	A12-3	G & L Lawn Service, Inc.	1,645.00
2958	A12-3	Jersey Coast Fire Equipment Co.	103.50
2959	A12-3	J. Ford Electric	314.25
2960	A12-3	Kempton Flag	64.90
2961	A12-3	Pine Belt	2,279.78
2962	A12-3	RSI Fire	1,132.00
2963	A12-3	TASC Fire Apparatus, Inc.	50.18
2964	A12-4	Family Practice of Central Jersey / OHS	460.00
2965	A12-6	Pedroni Fuel Co.	999.19
2966	A12-8	JCP&L	2,584.94
2967	A12-8	N. J. American Water	165.94
2968	A12-8	N. J. Natural Gas	71.25
2969	A12-8	Verizon	284.56
2970	A12-8	Verizon Communications	67.97
2971	A12-8	Verizon Wireless	537.96
2972	A12-9	N. J. American Water	10,885.94
2973	A12-10	EMR Power Systems, LLC	200.00
2974	A12-10	Fail Safe Tasting, Inc.	2,773.76
2975	A12-10	Freehold Cartage	118.90

2976	A12-10	Sakoutis Brothers Disposal	75.00
2977	A12-13	A. R. Communications	192.50
Electronic	A9-1	Payroll by Paychex (for 8-31-10)	2,920.50
Electronic	A9-1	Taxpay by Paychex (for 8-31-10)	569.55
Electronic	A9-1	Paychex Fees (deducted 9-10-10)	102.08
Electronic	A9-1	August 2010 N. J. Pension Payment	159.30
		Total	\$29,781.95

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 a letter from PEOSHA stating that all hazards and/or violations identified were abated, at the Route 33 Fire Station. We received the Fire Hose Test Report from Fail Safe Testing, Inc... We received a check, from VFIS, for the repair of 19-2-76. The check, in the amount of \$9,329.00, was received and deposited on August 11, 2010. 19-2-76 is scheduled to be repaired at First Priority very soon.

We received the June 5, 2010 meeting minutes from the New Jersey State Association of Fire Districts. The next meeting will be held September 17, 2010, in Wildwood. We received a letter, from Clean Air Company, which included a Certified Payroll for the installation of the Vehicle Exhaust Removal System at the Route 33 Fire Station. We received a Certificate of Liability Insurance for J. Ford Electric, the vendor used to install and repair our OPTICOM System.

Legal

Harry gave a report on a meeting he had with the representative from POSHA at the Route 524 Fire Station today. Harry said that a few things still need to be addressed and he would write a letter asking for a 30 day extension.

Chief's Report

Chief Brian Prochnow gave his incident report for the month of August, 2010. The Chief's would like to purchase the following items;

- 1) 100 feet of 3" white supply hose for 2-93.
- 2) 600 feet of 1-3/4" light weight hose for high rise pacs.
- 3) 300 feet of 2-1/2" light weight hose for high rise pacs.
- 4) One 2-1/2" to 1-1/2" gated wye for high rise pac.
- 5) Two smooth bore nozzles for high rise pacs.

- 6) Ten Minitor V pagers from ESS for \$4,050.00.
- 7) Six SCBA masks from Firefighter's Equipment Company for \$1,432.08.
- 8) Five portable chargers, including installation, from A. R. Communications for \$1,935.00.
- 9) One assortment of tools for the New Engine from Snap-on for around \$1,300.00

A resolution was offered by Tom Ward and seconded by Harry Carter, granting the Chief's request. The Chief's will determine the lowest price on the hose. The tools from Snap-on are on state contract. A roll call vote was taken.

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

Wayne Gravatt went over the list of all the equipment needed for the New Engine. The Chief's asked if they could order this equipment soon, so that it would be in here when the Truck arrives. The list is attached to these minutes and the Chief's would decide what equipment is needed and the vendor with the lowest price. A resolution was offered by Tom Ward and seconded by Harry Carter, granting the Chief's request for this equipment. The total of all equipment should not exceed \$70,000.00. 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 from August 26, 2010. Frank gave a report on the trucks.

- 1) Went over the estimate on the repair of 19-2-76.
- 2) 19-2-90 passed the Annual Aerial Truck Test.
- 3) Bob's Chief's car had a 100,000 mile service and repair at Pinebelt.
- 4) 19-2-98 had the front brakes repaired at Pinebelt.

Old Business

George said that we received a bill from Zurich for the Fuel Storage Tank policy. We had to pay the bill as soon as it came in, so the check was mailed out a couple of weeks ago. This was approved a couple of months ago.

Tom said that the Silverton Fire Company would like to use the Route 33 Fire Station parking lot as a pit stop for a motorcycle poker run on October 16, 2010. They do not want to use anything except the parking lot. A motion was made by George Patten and seconded by Doug Howlett, giving them permission. Motion Passed.

New Business

George said that the roofs on the Old Fire House, Pole Barn and Kitchen are in need of replacement. The Fire Company has only received 2 quotes so far and the Board would need 3 quotes in order to act on this request. The Board decided to table this discussion until more quotes were received. It was also mentioned that it is getting a little late in the season to replace any roofs.

Frank asked if he could purchase 500 forever stamps from the Post Office. Frank said that the Post Office is getting ready to up the price of a 1st class stamp and we should beat this increase. A resolution was offered by Harry Carter and seconded by Doug Howlett, granting Frank's request. A roll call vote was taken.

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

At this time Frank said that the Board needs to go into Executive Session to discuss matters relating to Administrative Employees at the Fire Bureau. A resolution was offered by Frank Biddle and seconded by Harry Carter to go into Executive Session at 9:41 PM. A roll call vote was taken.

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

A resolution was offered by Frank Biddle and seconded by Doug Howlett to come out of Executive Session at 10:11 PM. 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 10:12 PM.