

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

September 12, 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, Thomas Ward, and Doug Howlett present. Joseph Youssouf, Board Attorney, was absent. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by Doug Howlett and seconded by Harry Carter; to approve the minutes of the last meeting held on August 1, 2016, motion carried.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
2122	A11-2	Frank E. Biddle III	256.79
2123	A11-2	New Jersey Motor Vehicle Commission	60.00
2124	A12-3	Allied Diesel Service	29.98
2125	A12-3	A. R. Communications	396.00
2126	A12-3	Atlantic Detroit Diesel – Allison	14,611.67
2127	A12-3	Brice's Auto Supply, Inc.	519.85
2128	A12-3	Campbell Supply Co.	1,666.68
2129	A12-3	Defender Emergency Products	4,844.73
2130	A12-3	EMR Power Systems, LLC	230.00
2131	A12-3	ESI Equipment, Inc.	338.15
2132	A12-3	FF1 Professional Safety Services	201.96
2133	A12-3	G & L Lawn Service, Inc.	1,845.00
2134	A12-3	Graga Construction, Inc.	118.00
2135	A12-3	The Knox Co.	607.00
2136	A12-3	MyFleetCenter.com	40.48
2137	A12-3	Precision Art, Ltd.	521.00
2138	A12-4	Family Practice of CentraState	165.00
2139	A12-4	Hartford Steam Boiler	55.00
2140	A12-4	NetLink	199.00
2141	A12-6	Pedroni Fuel Co.	564.80
2142	A12-8	JCP&L	1,802.40
2143	A12-8	N. J. American Water	1,115.14

2144	A12-8	N. J. Natural Gas	166.08
2145	A12-8	Verizon	376.82
2146	A12-8	Verizon Communications	65.81
2147	A12-8	Verizon Wireless	647.90
2148	A12-9	N. J. American Water	6,900.30
2149	A12-9	N. J. American Water	7,719.70
2150	A12-10	Freehold Cartage, Inc.	118.90
2151	A12-10	Sakoutis Brothers Disposal	75.00
2152	A12-13	Continental Fire & Safety	9,858.00
Electronic	A9-1	Payroll by Paychex (for August, 2016)	2,866.77
Electronic	A9-1	Tax Pay by Paychex (for August, 2016)	577.38
Electronic	A9-1	Paychex Fee (deducted 09-10-16)	272.08
Electronic	A9-1	August 2016 N. J. Pension Payment	205.20
Total			\$60,038.57

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 Harry Carter, 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 two service reports, from EMR Power System, for the two service checks on our Emergency Generators. These service checks were completed on August 1, 2016. We received two air system inspection reports, from Continental Fire & Safety, for the inspection of our two Breathing Air Compressors. These inspections were completed on August 11, 2016. We received two statements, from the New Jersey Motor Vehicle Services, for all abstract retrievals completed in the months of July and August, 2016.

We received a letter, from Glatfelter Claims Management, stating that a claim has been closed. This claim was for the accident 19-2-78 had on August 12, 2016. The reason the claim was closed was that the damage was less than the \$500.00 deductible. A copy of the Police Report is on file. We received the meeting minutes, from the New Jersey State Association of Fire Districts, for the last meeting held on June 4, 2016. The next meeting will be held on September 16, 2016 at 9:30 AM in Wildwood, New Jersey. We received an email stating that we were not approved for the grant that we applied for. This grant was intended to pay for the replacement of our SCBA's. The current SCBA's date back to the early 1990's.

We received an email, from Norton, stating that our subscription for Norton 360 will be running out soon. This subscription is set to automatically renew each year.

### **Legal**

Due to Mr. Youssouf's absence, there will not be a legal report this evening.

### **Chief's Report**

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

1) One (1) Flammable Storage Cabinet for the Route 524 Fire Station from Grainger on State Contract for \$1,057.60.

2) One (1) Tool Backpack with several tools, for the New Rescue Pumper, from Grainger on State Contract for a total of \$317.91.

3) Two (2) Flir Thermal Imaging Camera's, for the New Rescue Pumper, from Defender Emergency Products. As of this evening, Defender was the only company that returned a quote for the cameras.

A resolution was offered by Tom Ward and seconded by Doug Howlett, to purchase the items the chief requested from Grainger. 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 III and seconded by Harry Carter, to purchase the two Flir Thermal Imaging Camera's from the vendor with the lowest price. If no other vendors supply any prices then the award would go to Defender Emergency Products. 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 August 25, 2016. Frank also gave a report on the trucks as follows.

1) 19-2-90 came back from having the radiator replaced and the fuel issue repaired at Atlantic Detroit Diesel.

2) 19-2-90 developed a transmission problem and had to be towed back to Atlantic Detroit Diesel for repair.

3) The Knox Box has come in for the New Rescue Pumper.

4) Chief Banasz had his vehicle serviced at Jiffylube.

5) 19-2-96 was serviced and repaired by Defender Emergency Products.

6) The air conditioner was repaired on 19-2-85 by Campbell Supply. This is the only service scheduled for this truck due to the New Rescue Pumper getting close to going in service.

7) Graga Construction serviced the house air compressor at the Route 33 Fire Station.

8) We would like to upgrade some lights on the Cab of 19-2-96 to LED. A quote from Allied Diesel is for \$834.65.

9) We received a quote, from Snap-On Tools, for needed tools for the New Rescue Pumper. The quote is for \$1,080.53.

10) ESI came out and repaired the Rescue Tool Pump on 19-2-75. This repair was on contract.

11) 19-2-68's vehicle has a gas leak and will be taken to The Front End Shop tomorrow.

A resolution was offered by Tom Ward and seconded by Harry Carter, to purchase the lights for 19-2-96 from Allied. 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 Tom Ward and seconded by George Patten, to purchase to needed tools from Snap-On. A roll call vote was taken.

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

After some discussion, a resolution was offered by Frank Biddle III and seconded by George Patten, to have Atlantic Detroit Diesel repair the transmission in 19-2-90. Atlantic Detroit Diesel specializes in Allison Transmissions and this is also an emergency repair. A roll call vote was taken.

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

### **Old Business**

George said that he is still working on the internet issue at the Route 33 Fire Station. He said that it is hard to find someone to talk about a Government account.

Frank read the results of the Bid Opening for the three acre piece of land next to the Bobcat Dealership. Only one bid was received for the sale of this property. Garden State Bobcat was the only bidder and bid \$455,000.00. After some discussion, a resolution was offered by George Patten and seconded by Tom Ward, to sell the property to Garden State Bobcat for \$455,000.00. A roll call vote was taken.

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

We will wait for Mr. Youssouf's guidance before continuing with this. Chairman Carter said that he would contact Joe to inform him of our decision to sell.

A resolution was offered by Harry Carter and seconded by Tom Ward, to go into Executive Session at 9:24 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 George Patten and seconded by Doug Howlett, to come out of Executive Session at 9:36 PM. A roll call vote was taken.

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

### **New Business**

A resolution was offered by George Patten and seconded by Tom Ward, to raise the Commissioners salaries to the following starting in 2017. Base Commissioners salary to go from \$540.00 per month to \$600.00 per month. Additional for Clerk/Secretary and Treasurer from \$270.00 per month to \$400.00 per month. 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 9:41 PM.