

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

September 10, 2018

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. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by Doug Howlett and seconded by Tom Ward; to approve the minutes of the last meeting held on August 6, 2018, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
2855	A11-2	Frank E. Biddle III	261.23
2856	A12-3	Absolute Fire Protection Co.	4,632.56
2857	A12-3	Allied Diesel Service	25.90
2858	A12-3	Batteries + Bulbs	39.90
2859	A12-3	Brice's Auto Supply, Inc.	681.87
2860	A12-3	Circle Auto Group	46.99
2861	A12-3	Cooper Electric Supply Co.	708.06
2862	A12-3	Cutter, Drill and Machine, Inc.	1,426.75
2863	A12-3	Defender Emergency Products	658.39
2864	A12-3	East Coast Emergency Lighting, Inc.	48.60
2865	A12-3	Edwards Tire Company, Inc.	170.00
2866	A12-3	Electronic Measurement Labs.	124.00
2867	A12-3	Fail Safe Testing, LLC	3,407.80
2868	A12-3	G & L Lawn Service, Inc.	1,371.00
2869	A12-3	The Hose Shop	89.22
2870	A12-3	Stewart & Stevenson Power Products	5,386.53
2871	A12-3	Team Life, Inc.	1,264.00
2872	A12-3	Underwriters Laboratories, Inc.	1,353.55
2873	A12-3	Wireless Communications & Electronics	600.00
2874	A12-4	Family Practice of CentraState	425.00
2875	A12-4	NetLink	199.00
2876	A12-6	Pedroni Fuel Co.	413.37

2877	A12-8	JCP&L	1,491.56
2878	A12-8	N. J. American Water	195.54
2879	A12-8	N. J. Natural Gas	181.00
2880	A12-8	Verizon	450.38
2881	A12-8	Verizon Communications	65.75
2882	A12-8	Verizon Wireless	602.28
2883	A12-9	N. J. American Water	7,295.04
2884	A12-9	N. J. American Water	8,504.10
2885	A12-10	Freehold Cartage, Inc.	118.90
2886	A12-10	Sakoutis Brothers Disposal	81.45
Electronic	A9-1	Payroll by Paychex (for August 2018)	3,411.82
Electronic	A9-1	Tax Pay by Paychex (for August 2018)	667.36
Electronic	A9-1	Paychex Fees (deducted 09-10-18)	168.84
Electronic	A9-1	August 2018 N. J. Pension Payment	173.00
		Total	\$46,740.74

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 communication, from the New Jersey State Association of Fire Districts, informing us of the passing of the Association President, Roger Potts. We received two Safety Recalls, from Spartan Motors, for our 19-2-75 and 19-2-85. We received a ground ladder inspection report, from Underwriters Laboratories, for the Annual Ground Ladder Inspections, completed on August 13, 2018. We received an email, from Norton, stating that our Norton 360 has been renewed.

We received an Apparatus Service Report, from Absolute Fire Protection, for the service and repairs completed on 19-2-78. We received a Fire Hose Test Report, from Fail Safe Testing, for the Annual Fire Hose Testing completed on August 10, 2018.

Legal

Due to the absence of Joseph Youssouf, there was no legal report.

Chief's Report

Chief Michael Whitehill gave his incident report for the month of August, 2018. The Chief gave a report on a missing Motorola APX8000 Portable Radio off 19-2-85. The Chief said that a Police Report was completed with the Howell Township Police Department. The Chief asked to purchase the following items.

1) Five (5) sets of Turn Out Gear from SAFE-T, on State Contract #80948, for a total of \$16,463.70.

2) One (1) Motorola APX8000 Portable Radio from Motorola Solutions, thru Wireless Communications and Electronics, on State Contract #83909, for a total of \$7,298.00. This is to replace the missing radio off 19-2-85.

After some discussion, a resolution was offered by Tom Ward and seconded by Doug Howlett, to purchase the Chief's requested items. A roll call vote was taken.

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

The Chief asked about next year's Chief's Budget, and when he needs to have it completed. George said that it should be in by the October meeting. The Chief ask what the Board thought about replacing all remaining old Portable and Mobile Radios. A long heated discussion followed as to where the future radio system should be in Howell Township. The Chief said that replacing all the old radios would cost several hundred thousand dollars. He is working on getting a cost figure together so we would have a better idea for the budget. A resolution was offered by George Patten and seconded by Harry Carter, to go with the Chief's recommendation to put all the upgraded Radios in the 2019 Fire District Budget. A roll call vote was taken.

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

The Chief also asked the Board about him taking his Chief's Vehicle to work. He said that on several occasions he has either been late to work or was not able to take command of the Fire Ground because of having to go to his residence to get either his personal vehicle of the Chief's Vehicle. He said that having the Chief's Vehicle with him at all times would work out better for everyone. The Board said that he could take the Chief's Vehicle to work when the need exists.

Committees

Frank gave a report on the Executive Board meeting, which was held on August 23, 2018.

Frank also gave a report on the Trucks and equipment as follows.

- 1) Frank replaced the front brake pads on 2-66's vehicle.
- 2) 2-98 is at the Front End Shop for repairs. Estimate of \$1,200.00.
- 3) 19-2-78 was serviced and repaired at Absolute.
- 4) 19-2-78 has the turbo replaced at Atlantic Detroit.
- 5) Safety recall was completed on 19-2-67's vehicle at Circle Chevrolet.
- 6) 19-2-68's vehicle had an exhaust leak. It was repaired temporally and a new part has been ordered from Circle Chevrolet.
- 7) Edwards Tire replaced two bad tire pressure sensors on 19-2-68's vehicle.
- 8) 19-2-68's vehicle needs rear brakes. Parts have been purchased and repairs should be completed this week.
- 9) Parts and a tool have been purchased for the repair of the House Fire Hydrant at the Route 524 Fire Station. Repair should be completed in the next week.
- 10) Defender is still working on 19-2-96.
- 11) 19-2-90 Annual Aerial Test set for September 24 by UL.
- 12) Ground ladder testing was completed on August 13. Two ladders need repair.
- 13) Campbell Supply is still working on 19-2-85 warranty list. The warranty runs out in October of 2018.

Old Business

New Business

Chief Whitehill asked about moving one of the parking lot lights in the rear of the Route 33 Fire Station. The one light is close to the training prop and it is difficult to use the Aerial Truck around the light. The job would be completed in house with just a few electrical supplies. After some discussion, a resolution was offered by Frank Biddle III and seconded by Harry Carter, approving the relocation of the parking lot light in the rear of the Route 33 Fire Station. 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 9:29PM.