

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

July 2, 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, 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 June 4, 2018, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
2795	A12-3	Allied Diesel Service	25.00
2796	A12-3	Barg's Lawn & Garden Shop, Inc.	35.70
2797	A12-3	Brice's Auto Supply, Inc.	272.91
2798	A12-3	Front End Shop, Inc.	329.63
2799	A12-3	G & L Lawn Service, Inc.	1,252.00
2800	A12-3	Grainger	218.24
2801	A12-3	Hughes Environmental Services, Inc.	150.00
2802	A12-3	MyFleetCenter.com	71.07
2803	A12-3	Nolze Garage Door	152.00
2804	A12-4	Access Health Systems	4,070.00
2805	A12-4	NetLink	199.00
2806	A12-6	Pedroni Fuel Company.	1,611.01
2807	A12-7	Fitness Lifestyles	8,978.75
2808	A12-7	Power DMS	4,602.00
2809	A12-7	Stephen Smith	60.00
2810	A12-7	Bob Tice	60.00
2811	A12-8	JCP&L	1,363.55
2812	A12-8	N. J. American Water	197.94
VOID	A12-8	N. J. Natural Gas (no bill, Tax Act Credit)	0.00
2814	A12-8	Verizon	451.79
2815	A12-8	Verizon Communications	65.75

2816	A12-8	Verizon Wireless	601.98
2817	A12-9	N. J. American Water	6,520.66
2818	A12-9	N. J. American Water	7,571.52
2819	A12-10	Complete Security Systems, Inc.	525.00
2820	A12-10	Freehold Cartage, Inc.	118.90
2821	A12-10	Jersey Coast Fire Equipment, Inc.	49.75
2822	A12-10	Sakoutis Brothers Disposal	81.45
2823	A12-13	Continental Fire & Safety, Inc.	8,259.00
2824	A12-13	M & W Communications, Inc.	336.92
Electronic	A9-1	Payroll by Paychex (for June 2018)	3,415.35
Electronic	A9-1	Tax Pay by Paychex (for June 2018)	667.35
Electronic	A9-1	Paychex Fees (deducted 07-10-18)	145.22
Electronic	A9-1	June 2018 N. J. Pension Payment	169.48
Total			\$52,628.92

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. One email stated that the contribution rate will increase with the July payment. This will be the last increase as the provisions of Chapter 78. 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 our second of four for the 2018 Fire Taxes. The check, in the amount of \$247,500.00, was received and deposited on June 29, 2018. We received a letter from G & L Lawn Service asking if we wanted to receive our invoices through email. We received a letter, from the Township of Howell, stating that we were in compliance with our backflow preventer at the Route 33 Fire Station.

We received last month's bill from N. J. Natural Gas. Because of a Tax Act Refund, we did not owe anything. We received a notice, from the Howell Township Fire Bureau, stating that there will be a Special Meeting of the Joint Board of Fire Commissioners on July 19, 2018. This meeting will be at Fire District # 3 and start at 7:30 PM. The purpose of this meeting will be to discuss radio communication issues. Representatives from Wireless Communications will be on hand to answer any questions. The County of Monmouth held two informational meetings on June 14, 2018 to discuss the proposed roadway improvements to Halls Mill Road and Route 524.

Legal

Joe gave a report on the Fire Districts harassment policy and the need to conduct this training at least annually. Joe also told the Board about OPRA requests and the need to keep records up to date. Joe also told a story about Workers Compensation and temporary disability benefits.

Chief's Report

Chief Michael Whitehill gave his incident report for the month of June 2018. The Chief said that there were no purchase requests this month, but they are getting prices together for Turn Out Gear and Ice & Water Rescue Equipment.

Committees

Tom was absent from the meeting and could not give a report on the Executive Board Meeting, which was held on June 28, 2018.

Frank gave a report on the trucks and equipment as follows.

- 1) We are making a list of repairs needed on 19-2-85. The warranty runs out in the next 3 months.
- 2) UL has cancelled the dates for the Aerial and Ground Ladder testing. Should have new dates soon.
- 3) We have a demo Aerial Truck coming in on July 7, 2018. The Truck Committee is just getting started.
- 4) The Honda Water Pump was repaired at Barg's Lawn & Garden Shop.
- 5) 19-2-98 was repaired at the Front End Shop. They found a broken wire by the frame.
- 6) Having issues with the low beam headlight on 2-68's vehicle. Frank ordered a new pigtail.
- 7) The fuel tanks at the Route 524 Fire Station were cleaned and painted by the Fire Company. Frank ordered some new stickers for the tanks.
- 8) The repairs are complete on the exercise equipment.
- 9) Defender was called to replace the pump panel throttle control and also the 6" suction hose on 19-2-96.
- 10) 19-2-68 had his vehicle serviced at Jiffy Lube.
- 11) Nolze Garage Doors repaired the rear door for 19-2-96 at the Route 33 Fire Station.
- 12) Clean Air was called to adjust the exhaust hose drop for 19-2-85 at the Route 524 Fire Station.
- 13) The OPTICOM System was being installed at the intersection of Colts Neck Road and Route 33. The system should be up and running by the end of the week.
- 14) 19-2-90 broke all the alternator belts while on a call in Freehold. Frank picked up the needed parts today and will put it back together tomorrow.

New Business

Chief Whitehill asked to have the Station Exhaust System at the Route 33 Fire Station redesigned so it will attach to 19-2-96. A discussion was had about how that could be done. The Board said that they would look into it.

With no further business to come before the Board, the meeting was adjourned at 8:52 PM.