

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

June 1, 2020

**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.

Note: Due to the outbreak of COVID-19, this meetings starting time was moved up to 7:00 PM. The meeting also is being held without the admittance of the Public. The meeting is being live streamed to the Board's Facebook page at Howell Fire District # 2. A link on the Board's website, howellfiredistrict2.com, will route anyone to the Facebook page

The meeting was called to order by Chairman Harry Carter, at 7:00 PM.

A Roll call was taken showing George Patten, Frank Biddle III, Harry Carter, Doug Howlett and Robert Tice 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 Bob Tice; to approve the minutes of the last meeting held on May 4, 2020, motion carried.

Chairman Carter asked Richard Touroonjian, from Allegiant Wireless, to give a report on the completed Howell Township Fire Radio Study. Rich went into lots of detail about the Radio Study and the four choices listed for fixing the system. Lots of questions were asked and answered and about an hour went by before this discussion concluded. The Board decided to bring this up at the next Joint Board Meeting, which is scheduled for this Thursday June 4. This will be a Zoom meeting and we are not sure if we will have enough time to discuss the Radio Study completely.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
3520	A11-2	Cory Biddle	100.00
3521	A11-2	Grainger	257.53
3522	A12-3	Barg's Lawn & Garden Shop, Inc.	52.19
3523	A12-3	Brannings Freehold Auto Body	365.40
3524	A12-3	Brice's Auto Supply, Inc.	77.88
3525	A12-3	G & L Lawn Service, Inc.	812.00
3526	A12-3	Lester Glenn Auto Group	705.53
3527	A12-3	MyFleetCenter.com	68.37
3528	A12-3	Pete's Pruning & Tree Service	700.00
3529	A12-3	Signal Control Products, Inc.	3,695.00

3530	A12-4	Hartford Steam Boiler	55.00
3531	A12-4	NetLink	199.00
3532	A12-6	Mike Hubert	150.00
3533	A12-6	Stephen Smith	150.00
3534	A12-6	J Swanton Fuel Oil Co.	272.11
3535	A12-8	JCP&L	1,073.84
3536	A12-8	N. J. American Water	142.10
3537	A12-8	N. J. Natural Gas	549.39
3538	A12-8	Mike Banasz	270.00
3539	A12-8	Tim McKay	270.00
3540	A12-8	Greg Player	270.00
3541	A12-8	Dan Roth	270.00
3542	A12-8	Robert Tice	270.00
3543	A12-8	Verizon	1,016.19
3544	A12-8	Verizon Wireless	606.89
3545	A12-9	N. J. American Water	8,205.12
3546	A12-9	N. J. American Water	7,038.00
3547	A12-10	Mike Banasz	700.00
3548	A12-10	Frank E. Biddle III	1,375.00
3549	A12-10	William Goffe	285.00
3550	A12-10	Complete Security Systems, Inc.	566.96
3551	A12-10	EMR Power Systems, LLC	561.42
3552	A12-10	Freehold Cartage, Inc.	130.96
3553	A12-10	Sakoutis Brothers Disposal	101.92
3554	A9-1	Greg Player	250.00
Electronic	A9-1	Payroll by Paychex (for May 2020)	3,264.00
Electronic	A9-1	Tax Pay by Paychex (for May 2020)	664.26
Electronic	A9-1	Paychex Fees (deducted 06-10-20)	147.58
Electronic	A9-1	May 2020 PERS/DCRP Payment	180.44
			\$35,869.08

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
Doug Howlett	yes
Robert Tice	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 check, from Liberty Mutual Insurance, which is the result of a final audit and assessment on our Workers Compensation Policy. The check, in the amount of \$261.00, was received and deposited on May 26, 2020. We received the minutes from the March 7, 2020 New Jersey State Association of Fire Districts Meeting. The next meeting, which will be online, is scheduled for this Saturday, June 6, 2020 at 9:30AM.

We received two service reports, from EMR Power System, for the two service checks completed on our two Emergency Generators on May 8, 2020. We received an email from the Division of Local Government Services, stating that the Township of Howell did not send them a copy of the resolution approving our 2020 Fire District Budget. Frank sent them a copy and also the revised pages of the 2020 Budget. These documents were also sent to NetLink to post on our website.

## Legal

Joe said that the State is starting to open things up, but in person meeting will still be a while. Joe said that we should continue to have limited attendance at our meetings and we should still live stream to our Facebook site.

## Chief's Report

Chief Greg Player gave his incident report for the month of May 2020. Chief Player said that he would like permission for the following.

- 1) To send up to four members to the RIT Certification Course at All Hands Fire Training. The cost would be \$250.00 per student.
- 2) To reimburse members that sign up and attend the Boardwalk Fire Conference in Asbury Park on October 16 thru the 18, 2020. The cost for this conference is \$190.00 per student.

After some discussion, a resolution was offered by Frank Biddle III and seconded by Bob Tice, approving the Chief's requests. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Doug Howlett	yes
Robert Tice	yes

Chief Player also said that FDIC 2020 has been officially cancelled. Our deposit will be rolled over to FDIC 2021. This would include seven members.

## Committees

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

- 1) Pump tests are scheduled for June 2, 2020. Fire One is now owned by Mistras Group.
- 2) Still working with UL to get some dates to test our Ground Ladders and Aerial Truck.

- 3) Pete's Pruning and Tree Service took care of the trees. They will come back and grind the stumps in the retention basin.
- 4) We have several more trees that could use some pruning or removal. We will put a list together so we can get several prices.
- 5) Barg's Lawn & Garden Shop repaired the cut off saw from 19-2-85.
- 6) 19-2-68's vehicle was repaired at Lester Glenn Chevrolet. The Suburban had a driver's window issue and a bad fuel gauge.
- 7) Jersey Coast hydro tested the breathing air cylinders mounted on 19-2-90.
- 8) 19-2-67's vehicle was repaired at Brannings Freehold Auto Body.
- 9) 19-2-68's vehicle was serviced at Jiffylube.
- 10) Defender Emergency Products has been called to repair several issue on 19-2-96. They have ordered some parts and will call when they are ready to work on it.
- 11) Frank said that the parking lot striping at the Route 33 Fire Station need to be repainted. Doug said that he would get some prices.
- 12) Frank received a quote to install a backup camera in 19-2-75. Campbell Supply quoted \$1,872.50 to complete the job.

### **Old Business**

Bob said that he has a lot of questions about our LOSAP program. He also said that since the meeting is running a little long, that he would save his questions until July.

### **New Business**

After a brief discussion, a resolution was offered by Harry Carter and seconded by George Patten, to have Campbell Supply install the backup camera in 19-2-75 for \$1,872.50. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Doug Howlett	yes
Robert Tice	yes

Frank said that 16-1 might be getting rid of a Clean Air Systems exhaust track from one of their Fire Stations. This track might work at the Route 33 Fire Station for 19-2-96. Frank will let them know that we would be interested if they want to get rid of it.

Frank said that the specs are finally completed for the Utility Vehicle. He would like to go out to bid as soon as possible. After some discussion, a resolution was offered by Harry Carter and seconded by Frank Biddle, to have Joe advertise for the bid. Bids would be received on July 22, 2020 at 2:00PM at the Route 33 Fire Station. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Doug Howlett	yes
Robert Tice	yes

Joe said that he would prepare all the legal stuff and attached to the specs.

George said that we should make our feelings known about the Howell Township Fire Radio Study. After a long discussion, a resolution was offered by Bob Tice and seconded by Harry Carter, stating that Howell Fire District #2 is for switching to the State run 700 system in order to repair our Radio System. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Doug Howlett	yes
Robert Tice	yes

Frank asked what we will be doing for the July 6, 2020 meeting. It was decided to still meet at 7:00PM. It was also decided to open the meeting up to the public as long as we practice social distancing. It was also decided to live stream on Facebook one more time.

With no further business to come before the Board, the meeting was adjourned at 9:03PM.