

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

March 1, 2021

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 with limited 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 Vice-Chairman Doug Howlett, 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 Youssef, Board Attorney. Note: Mr. Youssef arrived at 7:30 PM and Mr. Carter was attending by telephone. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by Bob Tice and seconded by George Patten; to approve the minutes of the last meeting held on February 1, 2021, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
3808	A11-2	Cory Biddle	100.00
3809	A11-2	Quill Corporation	349.81
3810	A12-2	Benchmark Insurance	30,682.00
3811	A12-3	Absolute Fire Protection Company, Inc.	733.55
3812	A12-3	Brice's Auto Supply, Inc.	47.46
3813	A12-3	Clean Air Company, Inc.	1,188.00
3814	A12-3	TASC Fire Apparatus, Inc.	53.75
3815	A12-4	Family Practice of CentraState	200.00
3816	A12-4	NetLink	199.00
3817	A12-6	J Swanton Fuel Oil Company	932.10
3818	A12-8	JCP&L	489.23
3819	A12-8	N. J. American Water	125.16
3820	A12-8	N. J. Natural Gas	1,480.11
3821	A12-8	Verizon	738.47
3822	A12-8	Verizon Wireless	603.09
3823	A12-9	N. J. American Water	9,058.32

3824	A12-9	N. J. American Water	7,392.96
3825	A12-10	Freehold Cartage, Inc.	131.23
3826	A12-10	Jersey Coast Fire Equipment, Inc.	531.00
3827	A12-10	Sakoutis Brothers Disposal	101.92
3828	A12-12	N. J. State Association of Fire Districts	300.00
3829	A12-13	Frontline Apparel	2,600.00
Electronic	A9-1	Payroll by Paychex (for February 2021)	3,266.08
Electronic	A9-1	Tax Pay by Paychex (for February 2021)	662.18
Electronic	A9-1	Paychex Fees (deducted 03-10-21)	242.44
Electronic	A9-1	February 2021 PERS/DCRP Payment	180.44
			\$62,388.30

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 Bob Tice, 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 request to participate with the 2021 Government Units Survey. The request states that it must be completed by April 1, 2021. We received a Notice of Policy Conditional Renewal, from Glatfelter Insurance Group, for our Package Insurance Policy. We received a Memorandum, from the Monmouth County Improvement Authority, stating that this year's annual breakfast meeting will be held virtual. This virtual meeting is scheduled for February 24th at 9:00 AM.

We received the minutes from the New Jersey State Association of Fire Districts meeting, which was held on December 5, 2020. The next meeting will be virtual and will be on March 6, 2021 starting at 9:30 AM. Frank sent an email to the Howell Township Deputy Clerk, confirming that the Board has agreed to let the Township of Howell use the Route 33 Fire Station as a polling place for the Primary and General Elections starting in 2021. Several emails were exchanged with VFIS concerning an incident with 19-2-78 returning from a call on the morning of February 8, 2021. VFIS is covering the damage to a vehicle and also the damage to four lengths of red 1-3/4 hose and a nozzle.

We received a communication, from the Office of the County Clerk, stating that will be taking care of all the April 20, 2021 Election ballots. This will include mail-in, provisional, machine and emergency ballots. They also need to have Mr. Youssouf give all the information

needed for the election no later than Friday, March 26, 2021. Joe stated that he will take care of this and he asked Frank to call him Tuesday, March 23, 2021 with the names from all petitions received for the Office of Fire Commissioner.

We received two Fire Alarm Inspection Reports, from Complete Security Systems, for the annual inspections at both Fire Stations. Copies of both reports were sent to Howell Township Fire Bureau.

Legal

Joe went over the dates for the upcoming Fire District Election. The Election was moved from February 20, 2021 to April 20, 2021. This will be the first time we have held an election on a Tuesday. Moving of the election was due to the continuing COVID-19 outbreak. We should be able to move back to the third Saturday in February next year. Joe asked Frank to call him on Monday, March 22 with the names of those that turned in petitions for the Office of Fire Commissioner. Joe reminded the Board that our re-organization meeting will now be held on May 3, 2021.

Joe handed out two resolutions that were adopted back on December 7, 2020. The first one was for the awarding of a contract to WHL Enterprises, Inc. for \$53,400.00 upgrading of the HVAC System at the Route 33 Fire Station. The second one was requesting the New Jersey Department of Transportation to allow the installation of a Fire Emergency Warning Traffic Signal at the entrance to the Route 33 Fire Station.

Bob asked Joe for any updates on the issues with JCP&L and their lack of a prompt response to wires down calls that we seem to baby sit for hours. Joe said that he did call them, and they said that it has been a tough year with all the storms that have come through New Jersey. We can look at other Fire Companies to see if there is a way to get reimbursed for our time.

Chief's Report

Chief Greg Player gave his incident report for February 2021. The Chief asked to have Defender Emergency Products install the new Flir Camera's in 2-78, 2-75 and 2-90. The cost would be \$250.00 per truck, and a total of \$750.00. After some discussion, a resolution was offered by George Patten and seconded by Harry Carter, to have Defender install the new Flir Camera's in the three trucks. A roll call vote was taken.

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

Committees

Bob gave a report on the Radio Study and an upcoming meeting with the Township of Howell. Bob would like all five Fire Districts and the Township of Howell hire Rich Touroonjian to see the Radio Study through to completion. After some discussion, a resolution was offered by Bob Tice and seconded by Frank Biddle, to have Rich attend the next meeting with the Township only. We will have to get approval from the other four Fire Districts before we could hire Rich for the duration. Rich understands the Radio System better than any of us and we can use his expertise. A roll call vote was taken.

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

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

1) The Fire Alarm Systems at Both Fire Stations were tested and passed on February 12, 2021.

2) One of the Cross Lays on 19-2-78 came off the truck while returning from a call on February 8, 2021. The nozzle struck a vehicle going the in the opposite direction and a Police Report was made. Glatfelter Claims Management will be handling the incident. The nozzle was sent out for repairs and we will be checking the four lengths of hose for possible replacement.

3) Absolute came out and repaired an electrical issue on 19-2-90.

4) Campbell Supply ordered us a new cabinet handle for 19-2-78.

5) Both of our plow trucks did a lot of work during the month of February.

6) Clean Air completed the Annual Exhaust System Inspection at both Fire Stations.

7) The part for the Portable Light came in and the light is back in service on 19-2-75.

8) NetLink updated the meeting dates on our website.

Old Business

Bob asked what the next step was for the Warning Signal at the entrance to the Route 33 Fire Station. Frank said he would send a copy of the resolution to the State but is not sure where to send it.

New Business

George said that we should recover LOSAP funds for members that left the Fire Company before they were vested in the program. The members in question had less than three years in the program. A resolution was offered by Frank Biddle III and seconded by Bob Tice, to recover the LOSAP funds for the members that left the Fire Company. A roll call vote was taken.

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

We received a request to purchase OPTICOM Equipment for the New Traffic Light going in at the intersection of Route 524 and Halls Mills Road. We were not included in the planning of the new intersection. We do respond past that light for many calls and having the OPTICOM System would make for a safer response. The cost of the equipment would be \$11,800.00 from Signal Control Products. After some discussion, a resolution was offered by Bob Tice and seconded by George Patten, to purchase this equipment. A roll call vote was taken.

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

With no further business to come before the Board, the meeting was adjourned at 8:30 PM.