

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

December 1, 2025

**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, Robert Tice, at 7:00 PM.

A Roll call was taken showing Frank Biddle III, Robert Tice, Peter Goldring, and Carmelo LaMarca present. The Chairman then led all in attendance with the Pledge of Allegiance. The Chairman then asked everyone for a moment of silence for the passing of Commissioner, George Patten.

A motion was made by Peter Goldring and seconded by Carmelo LaMarca; to approve the minutes of the last meeting held on November 3, 2025, motion carried.

Frank said that we will need to transfer some funds into A9-1, Salaries and Wages, to pay bills, in the next two months. A resolution was offered by Robert Tice, and seconded by Peter Goldring, to transfer \$12,000.00 from A11-1 (Elections) to A9-1. A roll call vote was taken.

Frank Biddle III	yes
Peter Goldring	yes
Carmelo LaMarca	yes
Robert Tice	yes

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
1097	E-9	(Cap-Tanker) Regional Communications, Inc.	2,498.45
1098	A9-1	Dan Andrus	1,010.00
1099	A9-1	Katie Barnes	1,170.00
1100	A9-1	Frank E. Biddle III	4,340.00
1101	A9-1	Frank Bostjancic	2,290.00
1102	A9-1	John DePinto	1,160.00
1103	A9-1	Andrew Dookie	1,120.00
1104	A9-1	Michael Giordano	2,070.00
1105	A9-1	George Gravatt Jr.	1,400.00
1106	A9-1	George Gravatt Sr.	4,350.00
1107	A9-1	Nicholas Gravatt	3,010.00
1108	A9-1	Joe Hauser	930.00
1109	A9-1	Jason Howlett	1,080.00

1110	A9-1	Michael Hubert	1,660.00
1111	A9-1	Carmelo LaMarca	1,530.00
1112	A9-1	Timothy McKay	1,820.00
1113	A9-1	John Nimeth	410.00
1114	A9-1	Brian Prochnow	1,000.00
1115	A9-1	Christopher Pujat	3,510.00
1116	A9-1	James Sellino	1,060.00
1117	A9-1	Jan Smit	1,770.00
1118	A9-1	Stephen Smith	1,930.00
1119	A9-1	Thomas M. Ward	920.00
1120	Void	Void	Void
1121	Void	Void	Void
1122	A11-2	CDW Government	833.07
1123	A11-2	Alconic	1,350.00
1124	A11-2	N. J. Motor Vehicle Commission	150.00
1125	A12-1	Asbury Park Press	31.68
1126	A12-2	Glatfelter Specialty Benefits	14,996.62
1127	A12-3	Absolute Fire Protection	7,905.18
1128	A12-3	Absolute Fire Protection	10,000.00
1129	A12-3	Alpine Software	2,000.00
1130	A12-3	Brothers Landscaping	400.00
1131	A12-3	Campbell Supply Company	9,322.20
1132	A12-3	ESI Equipment	2,594.00
1133	A12-3	Kempton Flag	915.20
1134	A12-3	PMC Wireless	48,916.34
1135	A12-4	Atlantic Medical Group	200.00
1136	A12-4	Richard M. Braslow, Esq.	1,500.00
1137	A12-4	Robert A. Hulsart & Company	2,500.00
1138	A12-4	NetLink	274.00
1139	A12-6	County Line Power Equipment	499.95
1140	A12-6	J. Swanton Fuel Oil Company	3,098.23
1141	A12-7	Howell Township Fire Co. #1	219.84
1142	A12-8	Mike Banasz	240.00
1143	A12-8	Katie Carter	160.00
1144	A12-8	John DePinto	240.00
1145	A12-8	Peter Goldring	240.00
1146	A12-8	Mike Hubert	240.00
1147	A12-8	Carmelo LaMarca	80.00
1148	A12-8	Tim McKay	240.00
1149	A12-8	Johannes Smit	240.00
1150	A12-8	Stephen Smith	240.00
1151	A12-8	Robert Tice	240.00
1152	A12-8	JCP&L	1,721.80

1153	A12-8	N. J. American Water	213.94
1154	A12-8	N. J. Natural Gas	2,317.17
1155	A12-8	Verizon	919.97
1156	A12-8	Verizon Business	870.07
1157	A12-9	N. J. American Water	13,961.49
1158	A12-9	N. J. American Water	10,098.99
1159	A12-10	Mike Banasz	700.00
1160	A12-10	Frank E. Biddle III	1,375.00
1161	A12-10	Complete Security Systems	1,165.20
1162	A12-10	Freehold Cartage	274.13
1163	A12-10	U. S. Bank Corporate Payment Systems	410.00
1164	A12-3	Witmer Public Safety Group	1,778.77
1165	E-9 Cap	Radios, Township of Howell	1,495.00
1166	A9-1	Michael Whitehill	1,470.00
Electronic	A9-1	Payroll by Paychex (for Nov. 2025)	3,800.00
Electronic	A9-1	Tax Pay by Paychex (for Nov. 2025)	906.00
Electronic	A9-1	Paychex Fees (deducted 12-10-25)	175.29
Electronic	A9-1	November 2025 PERS/DCRP Payment	300.52
E-9 Capital-Tanker Total			\$2,498.45
E-9 Capital Radios Total			\$1,495.00
2025 Budget			\$191,965.14
Grand Total			\$194,958.59

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 Peter Goldring, seconded by Carmelo LaMarca, and a roll call vote was taken.

Frank Biddle III	yes
Peter Goldring	yes
Carmelo LaMarca	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 notification, from the State of New Jersey, that we will be getting two invoices in the next few weeks for our Annual Life Hazard Use Registration. We received a reminder of the upcoming New Jersey State Association of Fire Districts meeting on December 6, 2025. We received our fourth payment for the 2025 Fire Taxes from the Township of Howell on November 30, 2025.

## **Chief's Report**

First Assistant Chief Stephen Smith gave his incident report for the month of November 2025.

## **Committees**

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

1) All the Warning Lights for the new 2-88 have been picked up. We are now waiting for our turn in line at East Coast Emergency Lighting.

2) The HVAC Unit for 2-78 is still in production. We have not been told of a ship date yet.

3) The final inspection of the new 2-90 went very well. After some minor changes, the truck should arrive in New Jersey around mid-January 2026.

4) 2-68's vehicle is having some electrical issues and will be going to SeaCoast.

5) Pump and Ground Ladder testing was cancelled twice in the last few weeks. Waiting on another date.

6) Campbell Supply services both 2-75 and 2-85. They also sent us an invoice for the estimate they prepared for repair of the Light Tower on 2-85. We should get this completed.

Bob gave a report on the Howell Radio Project.

## **Old Business**

Peter gave a report on the Grant for which we were approved. It has officially been accepted, and we have started working with Firehouse Grants to make sure we are compliant. Carmelo also informed the Board on this topic.

Peter said that the MDT's have been installed in all the vehicles and we are still tweaking some of the mounts.

Peter handed out three (3) resolutions, all of which were connected to Annual Firefighter Physicals. The first one was titled Discontinuing Annual Physical Examination Requirements. After some discussion, the resolution was offered by Peter Goldring and seconded by Frank Biddle III. A roll call vote was taken.

Frank Biddle III	yes
Peter Goldring	yes
Carmelo LaMarca	yes
Robert Tice	yes

The second resolution was titled Adopting a Volunteer Firefighter Physical Examination Policy, which was tabled to January. The third was titled Selecting District Approved Physicians, which was tabled to January.

Peter said that the ID Cards arrived and most of them have been handed out.

Bob gave a report on the New Emergency Generator for the Route 524 Fire Station, and the issue the Township of Howell has with it being approved for installation.

**New Business**

Bob said that we needed to appoint someone to take over the Treasurer Position. After some questions, Bob made a motion to appoint Peter Goldring as Treasurer. Carmelo seconded this motion. Motion Passed.

Peter said that he has already talked to a Contractor about needed repairs at the Route 33 Fire Station and the Route 524 Fire Station.

A discussion was held on upgrading the Fire Alarm Systems at both Fire Stations. Both Systems are still on copper lines, and we should switch to a wireless system.

Frank said that he will be meeting the Boiler Inspector this week for the annual inspection.

With no further business to come before the Board, the meeting was adjourned at 7:57 PM.