

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

January 6, 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 George Patten, Frank Biddle III, Robert Tice, Kathleen Carter, and Peter Goldring present. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by Peter Goldring and seconded by George Patten; to approve the minutes of the last meeting held on December 2, 2024, motion carried.

The following Vouchers have been submitted for payment.

| <b>VOUCHER</b> | <b>LINE #</b> | <b>VENDOR</b>                       | <b>AMOUNT</b> |
|----------------|---------------|-------------------------------------|---------------|
| 5266           | A12-1         | Asbury Park Press                   | 97.23         |
| 5267           | A12-3         | Austin Hardware & Supply, Inc.      | 303.45        |
| 5268           | A12-3         | Brothers Landscaping                | 2,695.00      |
| 5269           | A12-3         | Grainger                            | 421.55        |
| 5270           | A12-3         | MyFleetCenter.com                   | 361.70        |
| 5271           | A12-3         | SeaCoast                            | 332.50        |
| 5272           | A12-3         | Super Laundry Equipment Corporation | 440.00        |
| 5273           | A12-3         | Redline Gear Cleaning               | 11,400.00     |
| 5274           | A12-3         | Van Wickle Auto Supply              | 308.37        |
| 5275           | A12-4         | Atlantic Medical Group              | 200.00        |
| 5276           | A12-4         | Richard M. Braslow, Esq.            | 1,500.00      |
| 5277           | A12-4         | Hartford Steam Boiler               | 110.00        |
| 5278           | A12-4         | NetLink                             | 199.00        |
| 5279           | A12-4         | Treasurer, State of New Jersey      | 382.00        |
| 5280           | A12-6         | J Swanton Fuel Oil Company          | 535.22        |
| 5281           | A12-7         | Alpine Software Corporation         | 1,155.36      |
| 5282           | A12-8         | JCP&L                               | 1,470.71      |
| 5283           | A12-8         | N. J. American Water                | 178.90        |
| 5284           | A12-8         | N. J. Natural Gas                   | 4,451.70      |
| 5285           | A12-8         | Verizon                             | 912.13        |
| 5286           | A12-8         | Verizon Wireless                    | 468.11        |

|            |        |  |             |
|------------|--------|--|-------------|
| 5287       | A12-9  | N. J. American Water                   | 13,961.49   |
| 5288       | A12-9  | N. J. American Water                   | 10,098.99   |
| 5289       | A12-10 | Complete Security Systems, Inc.        | 1,199.76    |
| 5290       | A12-10 | Freehold Cartage, Inc.                 | 144.78      |
| 5291       | A12-10 | Republic Services, #873                | 170.06      |
| 5292       | A12-13 | Tim McKay                              | 1,043.79    |
| 5293       | A12-13 | Motorola Solutions                     | 3,180.00    |
| Electronic | A9-1   | Payroll by Paychex (for December 2024) | 3,703.50    |
| Electronic | A9-1   | Tax Pay by Paychex (for December 2024) | 748.19      |
| Electronic | A9-1   | Paychex Fees (deducted 01-10-25)       | 170.08      |
| Electronic | A9-1   | December 2024 PERS/DCRP Payment        | 285.69      |
| Electronic | A9-1   | Annual Employer Contribution to PERS   | 3,561.00    |
| Total      |        |  | \$66,190.26 |

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 Peter Goldring, and a roll call vote was taken.

|                  |     |
|------------------|-----|
| George Patten    | yes |
| Frank Biddle III | yes |
| Kathleen Carter  | yes |
| Peter Goldring   | 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 several emails from the Monmouth County Board of Elections, which are for the upcoming Fire District Elections and Budget Referendum on February 15, 2025. We received a recall, from General Motors, for our 19-2-98. We received a check, from Advance Publications, for overpayment. The check, in the amount of \$41.28, was received and deposited on December 17, 2024.

We received a second check, from GovDeals, for the sale of 19-2-90. The check, in the amount of \$40,000.00, was received and deposited on December 23, 2024. We received a third check, from the Township of Howell, which is our fourth and final 2024 Fire Tax Payment. The check, in the amount of \$451,475.06, was received and deposited on December 4, 2024. We received an email, from the DCA, stating that our Adopted 2025 Budget was submitted. We received an audit, from the New Jersey Motor Vehicle Commission, asking us to explain several Abstract Retrievals completed in 2024. Frank wrote a response letter, included each Firefighters Permission Form, and emailed all documents back to the State.

## **Legal**

Frank said that we needed to establish a Temporary Budget to get us through from January to our March 3, 2025, meeting. We are allowed 14% of our 2024 Operating Budget, which would put us at \$172,984.00. A resolution was offered by George Patten, and seconded by Robert Tice, establishing a Temporary Budget of \$172,984.00. A roll call vote was taken.

|                  |     |
|------------------|-----|
| George Patten    | yes |
| Frank Biddle III | yes |
| Kathleen Carter  | yes |
| Peter Goldring   | yes |
| Robert Tice      | yes |

A question came up about our liability when a Member of another Fire Company helps us battle a fire in our Fire District. We have been told in the past that other Firefighters would be covered while assisting us a fire scene.

George said that he emailed Richard M. Braslow, Esq. and asked if he had heard any response from Emergency One on the partially build 2-90 bucket price. As of this evening, he has received no answers.

Bob said that he had not gotten far with someone to survey the Route 524 Fire Station and adding our proposed New Emergency Generator location. Peter said that he may have someone that would work with us. The question came up whether we needed a Civil Engineer or not.

## **Chief's Report**

Chief Tim McKay gave his incident report for the month of December 2024. He also gave a yearend report for 2024. The Chief did not ask to purchase anything this month.

## **Committees**

Bob gave a report on the Howell Radio Upgrade saying that we are still a month or more away from turning part of the New System on.

Bob also gave a report on the Warning Light at the entrance to the Route 33 Fire Station. The State has installed signs that say a Firehouse and a Signal are coming just ahead. The installation of all the hardware should be taking place soon.

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

- 1) The New Command Vehicle was reprogrammed at SeaCoast.
- 2) We set up an account with Austin Hardware and Supply to purchase some needed brackets for 2-85.
- 3) 2-93 will be going to County Line Power Equipment for a pump motor running issue.
- 4) One of the Pods in the Lightbars on 2-78 has failed and parts are not available anymore.
- 5) Both 2-66 and 2-67 had their vehicles serviced at Jiffy Lube.
- 6) Frank repaired two man door locks. One at each Fire Station.
- 7) Super Laundry Service came out for an issue with the gear washing machine at the Route 33 Fire Station.

8) Kenworth has said that our New Tractor should be going online in the first couple weeks on February 2025.

### **Old Business**

Peter said that he will be ordering some of the Radio Room Equipment very soon. A long discussion followed about what will be happening with the Howell Radio Upgrade and when.

Peter said that the Fire Commissioners ID cards are in the works.

A discussion started about a Safer Grant for Retention of Firefighters. Firehouse Grants, LLC, out of Jenkintown Pa. would apply for our Safer Grant at a cost of about \$12,000.00. This grant would be a four-year grant of about \$100,000.00 per year. After some discussion, a resolution was offered by Frank Biddle III, and seconded by Robert Tice, to hire Firehouse Grants, LLC, to apply for this grant. A roll call vote was taken.

|                  |     |
|------------------|-----|
| George Patten    | yes |
| Frank Biddle III | yes |
| Kathleen Carter  | yes |
| Peter Goldring   | yes |
| Robert Tice      | yes |

### **New Business**

Peter said that NetLink would be able to set all Fire Commissioners up with District Emails for a cost of \$75.00 per month. A resolution was offered by Robert Tice, and seconded by Kathleen Carter, to have NetLink set up these emails. A roll call vote was taken.

|                  |     |
|------------------|-----|
| George Patten    | yes |
| Frank Biddle III | yes |
| Kathleen Carter  | yes |
| Peter Goldring   | yes |
| Robert Tice      | yes |

Frank asked if all Commissioners had a chance to read the Explanatory Statement that he prepared to go on the Ballots for the February 15, 2025, Fire District Elections. Everyone said that the statement looked good. Frank said that he would have the printer add the statement to all Ballots.

With no further business to come before the Board, the meeting was adjourned at 8:17 PM.