

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

October 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 September 2, 2025, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
1035	E-9	(CAP, Tanker) Continental Fire & Safety, Inc.	1,233.00
1036	A11-2	CDW Government	479.14
1037	A11-2	Postmaster of Adelphia	390.00
1038	A11-2	Shore Business Solutions	25.79
1039	A12-2	VFIS	5,335.00
1040	A12-3	Brothers Landscaping	2,495.00
1041	A12-3	B & M Pest Control	560.00
1042	A12-3	Continental Fire & Safety, Inc.	424.04
1043	A12-3	Defender Emergency Products	6,964.85
1044	A12-3	East Coast Emergency Lighting	909.60
1045	A12-3	Electronic Measurement Laboratories, Inc.	349.11
1046	A12-3	Fardale Emergency Lighting	480.00
1047	E-9	(CAP) Precision Art, LTD	3,840.00
1048	A12-3	R. K. Electric, LLC	370.10
1049	A12-3	Spectrum Communications	160.00
1050	A12-3	U. S. Bank Corporate Payment Systems	3,497.23
1051	A12-3	Van Wickle Auto Supply	1,576.50
1052	A12-4	Atlantic Medical Group	90.00
1053	A12-4	Richard M. Braslow, Esq.	1,500.00
1054	A12-4	Peter Goldring	140.00
1055	A12-4	NetLink	274.00

1056	A12-6	J. Swanton Fuel Oil Company	1,246.84
1057	A12-8	JCP&L	1,906.88
1058	A12-8	N. J. American Water	213.94
1059	A12-8	N. J. Natural Gas	641.42
1060	A12-8	Verizon	906.32
1061	A12-8	Verizon Business	420.79
1062	A12-9	N. J. American Water	13,961.49
1063	A12-9	N. J. American Water	10,098.99
1064	A12-10	Freehold Cartage, Inc.	144.78
1065	A12-10	Republic Services, #873	190.60
1066	A12-12	Katie Carter	55.35
1067	A12-10	Complete Security Systems	130.80
Electronic	A9-1	Payroll by Paychex (for September 2025)	3,758.86
Electronic	A9-1	Tax Pay by Paychex (for September 2025)	906.00
Electronic	A9-1	Paychex Fees (deducted 10-10-25)	175.29
Electronic	A9-1	September 2025 PERS/DCRP Payment	300.52
Total			\$64,919.23
E-9 Total			\$1,233.00
Grand Total			\$66,152.23

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 a credit invoice, from VFIS, for the removing of the 2011 Chevrolet Suburban from our Automotive Policy. The Credit is for \$950.00, which we have not received yet. We received a statement from New Jersey Motor Vehicle Services, for all abstract retrievals completed in August 2025. We received a notice from Verizon stating that they want to upgrade our FiOS at the Route 33 Fire Station. An email was received, from the Township of Howell, stating that our next Fire Tax payment and all future payments will be direct deposited into our account.

We received a check, from GovDeals, for the sale of the 2011 Chevrolet Suburban. The check, in the amount of \$6,800.00, was received and deposited on September 30, 2025. We received a second check, from Candlewood Management Services, which is reimbursement for what we paid to repair the 2024 Chiefs Vehicle that was damaged in an accident. The check, in the amount of \$2,315.00, was received and deposited on October 1, 2025. We received an electronic deposit from the Township of Howell, which is our third 2025 Fire Tax payment. The Deposit, in the amount of \$361,025.00, was received on October 1, 2025. We received an email, from Absolute Fire Protection, which is the invoice for the upcoming delivery of our New Aerial Truck. This delivery is probably going to be sometime in December 2025. The invoice is for \$2,312,624.80. The final inspection of the truck should be before Thanksgiving.

We received an Award Notification stating that we were approved for a FY 2024 Staffing for Adequate Fire and Emergency Response (SAFER) Program Grant, which we applied for several months ago. The award is for four (4) years with a total worth just shy of \$400,000.00.

We were notified of the passing of one of the Fire Companies Life Members. Frank was able to get all the needed paperwork signed, and everything was forwarded to VFIS. VFIS stated in an email on October 3, 2025, that they received everything and forwarded them all to the claims department.

Legal

George started working on the Bond for the New Aerial Truck as soon as we received the invoice from Absolute Fire & Safety. George read a prepared resolution titled **RESOLUTION DETERMINING THE FORM AND OTHER DETAILS AND PROVIDING FOR THE DETERMINATION OF OTHER TERMS OF NOT TO EXCEED \$2,600,000.00 AGGREGATE PRINCIPAL AMOUNT OF FIRE DISTRICT BONDS OF THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF HOWELL, COUNTY OF MONMOUTH, NEW JERSEY AND PROVIDING FOR THEIR SALE TO THE MONMOUTH COUNTY IMPROVEMENT AUTHORITY.** This resolution was offered by George Patten, seconded by Frank Biddle III, and a roll call vote was taken.

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

George read a second resolution titled **RESOLUTION AUTHORIZING THE ISSUANCE OF \$2,600,000.00 BOND ANTICIPATION NOTES OF THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF HOWELL, COUNTY OF MONMOUTH, NEW JERSEY.** This resolution was offered by George Patten, seconded by Frank Biddle III, and a roll call vote was taken.

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

The County of Monmouth said that we would receive the funds on December 24, 2025.

Chief's Report

Chief Tim McKay gave his incident report for the month of September 2025. The Chief requested the purchase of the following items. Most all the requested items are for the New Aerial Truck.

- 1) Two (2) Blowhard Quicke Fans from SAFE-T for a total of \$6,870.00.
- 2) Six (6) Streamlight Fire Vulcan LED with Truck Mount from The Fire Store (Witmer Public Safety Group) for a total of \$1,236.00.
- 3) Six (6) Streamlight Survivor X rechargeable lights from The Fire Store (Witmer Public Safety Group) for a total of \$909.00.
- 4) Three (3) Super Vac 16" Carbide Chisel Chain Kits from The Fire Store (Witmer Public Safety Group) for a total of 906.00.
- 5) Three (3) Super Vac 16" Guide Bar from The Fire Store (Witmer Public Safety Group) for a total of 604.50.
- 6) Three (3) Super Vac Depth Gauge from The Fire Store (Witmer Public Safety Group) for a total of \$534.00.
- 7) One (1) Milwaukee M18 Fuel 9" Cut-Off Saw from The Fire Store (Witmer Public Safety Group) for a total of \$1,169.50.
- 8) One (1) Milwaukee M18 Fuel 16" Chainsaw Kit from The Fire Store (Witmer Public Safety Group) for a total of \$586.00.
- 9) Eight (8) Motorola Vehicle Charger from Wireless Electronics for a total of \$2,496.00.
- 10) Six (6) Installation for #9, and One (1) Installation of our Mobile Radio for the New Aerial Truck from Wireless Electronics for a total of \$3392.84.
- 11) Eight (8) Key Hose 2.5" X 50' (blue), One (1) Key Hose 2.5" X 6' (blue) from Continental Fire & Safety for a total of \$2,426.00.
- 12) One (1) Akron 2.5" Smooth Bore Nozzle with 1.5" Tip from Continental Fire & Safety for a total of \$645.21.
- 13) One (1) PCU50 Holmatro Pentheon Incline Cutter, One (1) PCT50 Holmatro Pentheon Combi, One (1) PTR50 Holmatro Pentheon Telescopic Ram, with spare batteries, charger, and one year warranty with three-hour training course from ESI Equipment for a total of \$43,611.00.
- 14) One (1) Husqvarna K12 Rescue Saw from 1st Choice Safety Equipment for a total of \$2,075.00.
- 15) Two (2) Flir Truck Charger from 1st Choice Safety Equipment for a total of \$1,177.78.
- 16) Two (2) Knox Vehicle Key 6 Secure Units with brackets from The Knox Company for a total of \$3,500.00. One for New Aerial, one for 2-78.

Following some discussion, a resolution was offered by Peter Goldring, and seconded by Frank Biddle III, to make these purchases. A roll call vote was taken.

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

The Chief asked if 19-5 would be able to store their Tractor Drawn Tanker at our Route 33 Fire Station, while they are training on their New Straight Tanker. We would be able to use the truck if needed. A motion was made by Frank Biddle III, and seconded by Bob Tice, allowing 19-5 to keep their truck at the Route 33 Fire Station if they continue to keep insurance and registration on the truck. Motion passed.

Committees

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

- 1) Campbell Supply came out and repaired a check engine light on 19-2-85.
- 2) We were paid in full for the accident with our 2024 Chiefs rig.
- 3) Defender serviced 2-78 and made the needed repairs to the HVAC system. They found that the entire HVAC system should be replaced at a cost of around \$15,000.00.
- 4) East Coast Emergency Lighting replaced a bad emergency light in the grill of our 2015 Chiefs Vehicle.
- 5) We received all the needed decals for the New Vehicles from Precision Art.
- 6) R. K. Electric added a couple power outlets at the Route 524 Fire Station to power the IAR Screens.
- 7) We sent an email to Freehold Cartage about dumpster service at the Route 33 Fire Station. Republics price has gotten too high.
- 8) Tanker Trailer should be completed in the next week.
- 9) We received a change-order from Marco after our meeting out at the factory. Total change order adds up to around \$11,000.00.

A motion was made by Peter Goldring and seconded by Kathleen Carter, to have Freehold Cartage take over the dumpster service at the Route 33 Fire Station if it is cost effective. Motion passed.

Following a brief discussion, a resolution was offered by Bob Tice, and seconded by Peter Goldring, approving the change order for Marco and the HVAC replacement for 2-78. A roll call vote was taken.

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

Old Business

A long discussion was held on the topic of Firefighter Physicals. Questions on whether we need to continue to offer the physical after the initial one given when someone joins. This discussion was tabled till the November meeting.

Peter said that the antennas have arrived and the MDTs should be soon. Peter also said that the Firefighter ID Cards will be completed soon.

We received a proposal from Alconic to set up and configure the new Desktop Computers and the MDTs when they arrive. The cost of everything that is included in the proposal is \$2,000.00. A resolution was offered by Bob Tice, and seconded by Kathleen Carter, to enter into this agreement with Alconic. A roll call vote was taken.

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

A discussion was held on the SAFER Grant for which we were just approved. We received a proposal from Dave at Firehouse Grants to manage the SAFER Grant for us. The proposal was for \$6,000.00 annually. This discussion was tabled because of the lack of information. A resolution was offered by Bob Tice, and seconded by Peter Goldring, accepting the SAFER Grant. A roll call vote was taken.

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

Peter handed out copies of several resolutions that have been updated. They were acted on as follows.

A resolution was offered by Bob Tice, and seconded by Peter Goldring, Adopting a Driver training Policy. A roll call vote was taken.

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

A resolution was offered by Bob Tice, and seconded by Peter Goldring, Prohibiting the use of and operation of District Vehicles and Equipment by any Firefighter while under the influence of alcohol and/or drugs. A roll call vote was taken.

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

A resolution was offered by Bob Tice, and seconded by Peter Goldring, Adopting a Bloodborne Pathogens Standard Exposure Control Plan. A roll call vote was taken.

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

A resolution was offered by Peter Goldring, and seconded by Kathleen Carter, Adopting an Anti-Discrimination and Sexual Harassment Policy. A roll call vote was taken.

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

A discussion was held on the upcoming 2026 Fire District Budget. The 2026 Budget will be introduced at the November meeting. Frank said that he forwarded the Resolution Fixing the Fire Commissioners Compensation to the Township Clerks Office. They need to approve the salaries each year by a Township Resolution.

New Business

A letter was received from Kathleen Carter stating that she is resigning from the Board of Fire Commissioners effective October. A motion was made by Bob Tice, and seconded by Frank Biddle III, accepting the resignation. Motion passed.

After some discussion, a resolution was offered by Peter Goldring, and seconded by George Patten, appointing Carmelo LaMarca to fill the empty seat. Mr. LaMarca will have to run in February for the unexpired term. A roll call vote was taken.

George Patten	yes
Frank Biddle III	yes
Peter Goldring	yes
Robert Tice	yes

Chris Pujat said that the Water Company is not doing any maintenance on the Fire Hydrants in the District. A lot need painting. Some do not have the snow flags which help us locate the Hydrants in winter. They are also supposed to be color coded so we know how much water they should flow. The Board asked the Clerk to send a letter to the Water Company.

First Assistant Chief Smith asked if he could register for FDIC 2026 and book rooms. After some discussion, a resolution was offered by Bob Tice, and seconded by Peter Goldring, approving the registration of three Firefighters for now and to book three rooms. A roll call vote was taken.

George Patten	yes
Frank Biddle III	yes
Peter Goldring	yes
Robert Tice	yes

With no further business to come before the Board, the meeting was adjourned at 8:42 PM.