

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

September 2, 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 August 4, 2025, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
1006	A11-2	Frank E. Biddle III	293.22
1007	A11-2	CDW Government	2,940.30
1008	A12-3	Alpine Software, Inc.	1,715.00
1009	A12-3	Brannings Freehold Auto Body	2,291.88
1010	A12-3	Brothers Landscaping	3,345.00
1011	A12-3	Chris Pujat	132.63
1012	A12-3	Electronic Measurement Laboratories, Inc.	2,011.59
1013	A12-3	MyFleetCenter.com	127.75
1014	A12-3	SeaCoast	412.07
1015	A12-3	Signal Control Products, Inc.	6,190.25
1016	A12-3	Techna-Pro Electric, LLC	2,849.00
1017	A12-3	U. S. Bank Corporate Payment Systems	1,580.34
1018	A12-3	Van Wickle Auto Supply	497.83
1019	A12-3	Wireless Communications & Electronics	325.00
1020	A12-4	Atlantic Medical Group	775.00
1021	A12-4	Richard M. Braslow, Esq.	1,500.00
1022	A12-4	Firehouse Grants, LLC	11,999.00
1023	A12-4	NetLink	274.00
1024	A12-6	J. Swanton Fuel Oil Company	701.89
1025	A12-8	JCP&L	1,983.94
1026	A12-8	N. J. American Water	203.63

1027	A12-8	N. J. Natural Gas	611.70
1028	A12-8	Verizon	909.11
1029	A12-8	Verizon Business	420.73
1030	A12-9	N. J. American Water	13,961.49
1031	A12-9	N. J. American Water	10,098.99
1032	A12-10	E. M. R. Power Systems, LLC	290.00
1033	A12-10	Freehold Cartage, Inc.	144.78
1034	A12-10	Republic Services, #873	170.06
Electronic	A11-2	Deluxe (for checks & deposit slips)	578.38
Electronic	A9-1	Payroll by Paychex (for August 2025)	3,758.86
Electronic	A9-1	Tax Pay by Paychex (for August 2025)	906.00
Electronic	A9-1	Paychex Fees (deducted 09-10-25)	175.29
Electronic	A9-1	August 2025 PERS/DCRP Payment	300.52
Total			\$74,475.23

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 two (2) Service Reports, from E. M. R. Power Systems, for service checks completed on our two Emergency Generators. We received a Statement, from New Jersey Motor Vehicle Services, for all abstract retrievals completed in July 2025. We received a notification that Complete Security Systems, Inc. will be rebranded to Pye-Barker Fire & Safety in the next few months.

Legal

Two Adelphia Firefighters are being requested as witnesses for the fatal Colts Neck Fire which occurred in 2018. Mr. Tice said that he would ask Mr. Braslow to follow up with any questions that either Firefighter might have prior to the trial.

Chief's Report

Chief Tim McKay gave his incident report for the month of August 2025.

Committees

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

- 1) The New 2-88 was reprogrammed at SeaCoast Chevrolet.
- 2) Campbell Supply has been notified that the check engine light is back on in 19-2-85.
- 3) The Genie Lift sprung a leak in the hydraulic system that was able to be repaired in house.
- 4) The 2011 Suburban was listed on GovDeals, and the bids ended about an hour ago.
- 5) Both batteries were replaced in 19-2-93.
- 6) The New 2024 Chief's Vehicle was involved in an accident and has been repaired at Brannings.
- 7) 2-67 had his vehicle serviced at Jiffylube.
- 8) Can we schedule the Annual Ground Ladder and Pump Testing with Mistras Group?
- 9) Can we order all the Emergency Lights needed for the new 2-88 from Winner Ford, on State Contract for a total of \$12,728.10?
- 10) Can we order a few more building Alert System parts from Fardale Emergency Lighting for a total of \$460.00?
- 11) Can we order some hand tools for the new 2-96 from Continental Fire & Safety for a total of \$1,233.00?
- 12) Can we order the Firecom headsets for the new 2-96 from Regional Communications for a total of \$4,996.90?
- 13) Can we have Mickey Truck Body paint the frame, landing gear, and running gear on 2-96's Trailer for a total of \$12,000.00?

After a brief discussion, a resolution was offered by Bob Tice, and seconded by Peter Goldring, approving the items listed in number 8 thru number 13. A roll call vote was taken.

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

Old Business

Peter said that some of the computer supplies are still coming in. He also said that Spectrum Communication will be engraving the three new portable radios soon.

George said that Foley emailed him about a price increase for the New Emergency Generator which we still have not received approval to install. This change order will be coming shortly, and George would like approval to sign off on it if it does not exceed the total we set aside for the project. A resolution was offered by Frank Biddle III, and seconded by Kathleen Carter, approving the increase if it does not exceed the allotted funds. A roll call vote was taken.

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

Kathleen said that Brothers Landscaping will be coming back to prune the needed trees along the west side of the driveway as we asked.

Kathleen said that the bidding was complete on GovDeals for the 2011 Chevrolet Suburban. The high bidder offered \$6,800.00. After some discussion, a motion was offered by Frank Biddle III, and seconded by Bob Tice, to accept the \$6,800.00 bid Motion passed.

New Business

George said that we needed to approve the salaries for next year and send that resolution over to the Township of Howell for their approval. After a brief discussion, a resolution was offered by George Patten, and seconded by Kathleen Carter, to keep the Commissioners salary the same as 2025. A roll call vote was taken.

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

George said that we also needed to pass a resolution accepting the 2024 Fire District Audit and sign a Group Affidavit. A resolution was offered by George Patten, and seconded by Peter Goldring, accepting the 2024 Fire District Audit. A roll call vote was taken.

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

The Group Affidavit was passed around for signatures.

Bob said that we needed to go into Executive Session at this time. Bob asked the audience to please leave and told them that we would not be conducting any business after we come out of Executive Session.

A resolution was offered by Bob Tice, and seconded by Peter Goldring, to go into Executive Session at 7:39 PM. A roll call vote was called.

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 Bob Tice, to come out of Executive Session at 8:19 PM. A roll call vote was taken.

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

With no further business to come before the Board, the meeting was adjourned at 8:20 PM.