

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

November 7, 2011

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 Harry Carter, at 8:01 PM.

A Roll call was taken showing George Patten, Frank Biddle, III, Harry Carter, Thomas Ward, and Doug Howlett present. Also in attendance was Joseph Youssouf, Board Attorney.

A motion was made by Doug Howlett and seconded by Tom Ward; to approve the minutes of the last meeting held on October 3, 2011, motion carried.

The following Vouchers have been submitted for payment.

VOUCHER	LINE #	VENDOR	AMOUNT
3402	A12-3	A. R. Communications	460.35
3403	A12-3	Brice's Auto Supply, Inc.	553.65
3404	A12-3	Campbell Supply Company, Inc.	871.82
3405	A12-3	Cooper Electric Supply Co.	1,081.83
3406	A12-3	G & L Lawn Service, Inc.	1,220.00
3407	A12-3	Michael Hall	200.00
3408	A12-3	My Fleet Center. Com	37.78
3409	A12-3	M & W Communications, Inc.	1,583.51
3410	A12-3	Telx	1,865.00
3411	A12-3	Underwriters Laboratories, Inc.	375.00
3412	A12-4	CentraState Medical Assoc.	1,050.00
3413	A12-4	Fire Tec	450.00
3414	A12-6	Pedroni Fuel Co.	1,259.89
3415	A12-7	Franks Aluminum & Mirror, Inc.	1,000.00
3416	A12-8	Amerigas	4,956.42
3417	A12-8	JCP&L	1,508.95
3418	A12-8	N. J. American Water	114.65
3419	A12-8	N. J. Natural Gas	148.65
3420	A12-8	Verizon	317.49
3421	A12-8	Verizon Communications	58.98
3422	A12-8	Verizon Wireless	534.07
3423	A12-9	N. J. American Water	6,605.01

3424	A12-9	N. J. American Water	5,733.52
3425	A12-10	Continental Fire & Safety	1,685.00
3426	A12-10	ESI Equipment, Inc.	1,070.00
3427	A12-10	Freehold Cartage, Inc.	118.90
3428	A12-10	Sakoutis Brothers Disposal	75.00
3429	A12-13	Clayton Block Company, Inc.	3,657.86
3430	A12-13	Continental Fire & Safety, Inc.	152.00
3431	A12-13	PL Custom	14,446.00
3432	A12-13	Safe-T	56.85
3433	E-9	Cede & Co.	23,350.00
3434	E-9	Cede & Co.	255,000.00
3435	A12-3	Bargs Lawn & Garden Shop, Inc.	19.80
Electronic	A9-1	Payroll by Paychex (for 10-31-2011)	2,941.50
Electronic	A9-1	Tax Pay by Paychex (for 10-31-2011)	521.55
Electronic	A9-1	Paychex fee (deducted 11-10-2011)	119.65
Electronic	A9-1	October 2011 N. J. Pension Payment	186.30
Total			\$335,386.98

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 Tom Ward, and a roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	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 the 2012 Fire District Budget Instructions from the Department of Community Affairs. We received a report from the New Jersey State Motor Vehicle Services, for all the abstracts Frank completed in September, 2011. We received a Certified Letter on October 12, 2011, from Christopher Wojcicki. The letter contained a check, in the amount of \$4,500.00, for the purchase of our 1982 Mack Pumper. The check was deposited on October 12, 2011. We returned a Certified Letter to Mr. Wojcicki with the title for the truck. We received an air system inspection report, from Continental Fire and Safety, for the work completed on October 18, 2011. We received a statement from TD Bank, showing the balance of our operating escrow account at \$0.00.

Legal

Joe told the Board about a case in Tinton Falls where a jury found the Tinton Falls Fire Company 60% liable in a \$20,500,000.00 lawsuit. The Fire company had cleared from a scene of a downed power line without marking the hazard. The homeowner later was out in his yard and came in contact with the wire. The homeowner was severely burned and lost one arm and one leg. Joe said that the Board should make sure that we are doing everything possible to warn people of a hazard like a downed power wire.

Chief's Report

Chief Brian Prochnow gave his incident report for the month of October, 2011. Chief Prochnow said that Firefighter Jeff Digraitis was injured at Fire Call #351. Jeff was struck in the head with falling sheetrock. The Chief's would like to purchase one new helmet for the New Chief in 2012 and New Helmet Frontals for the Line Officers in 2012. Both items would be purchased from Continental Fire and Safety. A resolution was offered by Tom Ward and seconded by Harry Carter, to purchase these items from Continental. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Chief Prochnow said that it is time to complete the annual Firefighter Fit Tests. The company that we have been using is CNP Fittest of New Jersey. A resolution was offered by Harry Carter and seconded by Tom Ward to have CNP Fittest of New Jersey conduct this annual task. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Chief Prochnow stated that Scott, the makers of the SCBA's which we currently use, will not warranty any of their equipment if aftermarket air bottles are used. We purchased air bottles from SCI several years ago and have not had any problems. We just passed our PEOSH inspection and were not sited for the SCI bottles. The Chief's said that they would keep checking the packs to make sure they are operating properly.

The Chief's handed out Firefighter Physical Classification and Mandatory Training Requirements for the Board to look at before the December, 2011 meeting. The Chief's also handed out their 2012 Budget requests. The Chief's asked the Board to help fund the replacement of the old garage at the Route 524 Fire Station. The initial price for this project is around \$20,700.00. George said that this would be a Capitol Improvement Project if the Board was to fund it. The Board said that they would think it over for the December, 2012 meeting.

The Chief's said that they had 15 sets of Turnout Gear which no longer meets the standard. The Chief's would like the Board to declare this gear as surplus so they could get rid of it. A

resolution was offered by Doug Howlett and seconded by Harry Carter declaring the 15 sets of old Turnout Gear as surplus. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Committees

Frank gave a report on the Executive Board meeting which was held on October 27, 2011. Frank also gave a report on the Apparatus as follows,

- 1) The old 19-2-75 was picked up by its new owner.
- 2) The arrowstick was repaired on the rear of 19-2-85.
- 3) The batteries were replaced on 19-2-85.
- 4) 19-2-90 is going up to Campbell Supply for repairs. The estimate for these repairs is around \$2,500.00.
- 5) New mirrors have been ordered for 19-2-96 from Allied Diesel.
- 6) Chief Prochnow's car has been repaired by New Jersey Emergency Vehicles.
- 7) 19-2-78 should be going to the paint booth soon.

Frank said that he would like to have some equipment mounted on 19-2-78 while it is at First Priority. Since the truck was put into service a lot of equipment was added, but was never mounted. We did not get a price for this job, but think that it should be around \$500.00. A resolution was offered by George Patten and seconded by Tom Ward to have First Priority complete the mounting of equipment. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Old Business

Harry said that the insurance claims have been filed for the damaged equipment at both Fire Stations.

Chris Pujat said that he has received the prices for the OPTICOM equipment which we need. The price, from Signal Control Products, is \$6,540.00. Signal Control Products is the only vendor to sell these parts in this area. A resolution was offered by Frank Biddle, and seconded by George Patten, to purchase the needed OPTICOM equipment from Signal Control Products for \$6,540.00. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes

Thomas Ward	yes
Doug Howlett	yes

New Business

George said that the boiler at the Route 33 Fire Station failed its annual inspection again. It appears that we overlooked one repair that they told us to complete last year. George would like to hire a plumber to repair the boiler. A resolution was offered by Harry Carter and seconded by Doug Howlett to hire a plumber to repair the boiler. A roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Frank said that Howell Police will no longer be able to record fingerprints of our new members. The State Police said that all new fingerprints must be recorded electronically. Howell's only electronic machine is in the jail, and we are not allowed in there. We will be looking into other means of recording fingerprints.

Frank said that with so many items the Board is talking about purchasing next year, we should get together and talk about them before the next meeting. We could get some prices of some of the things we talked about and hash them out before the meeting. A resolution was offered by Harry Carter and seconded by Tom Ward to hold a Special Budget Workshop Meeting on November 30, 2011 at 7:00 PM at the Route 33 Fire Station. A roll call vote was taken

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	yes
Doug Howlett	yes

Frank said that he would post the meeting at several locations.

With no further business to come before the Board, the meeting was adjourned at 10:38 PM.