

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

November 1, 2010

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 8:04 PM.

A Roll call was taken showing George Patten, Frank Biddle, III, Harry Carter and Doug Howlett present. Also in attendance was Joseph Youssouf, Board Attorney. The Chairman then led all in attendance with the Pledge of Allegiance.

A motion was made by George Patten and seconded by Doug Howlett; to approve the minutes of the last meeting held on October 4, 2010, motion carried.

The following Vouchers have been submitted for payment.

<b>VOUCHER</b>	<b>LINE #</b>	<b>VENDOR</b>	<b>AMOUNT</b>
3003	A12-3	Brice's Auto Supply, Inc.	18.28
3004	A12-3	Fire Fighters Equipment Company, Inc.	95.83
3005	A12-3	First Priority Emergency Vehicles, Inc.	9,429.00
3006	A12-3	G & L Lawn Service, Inc.	1,270.00
3007	A12-3	New Jersey Emergency Vehicles	65.50
3008	A12-3	Sound Billing	71.96
3009	A12-3	Underwriters Laboratories, Inc.	375.00
3010	A12-3	V. E. Ralph & Son, Inc.	42.00
3011	A12-4	Family Practice of Central Jersey / OHS	130.00
3012	A12-4	N. J. Commissioner of Labor	80.00
3013	A12-6	ESI Equipment, Inc.	225.00
3014	A12-6	Pedroni Fuel Co.	1,498.34
3015	A12-8	Amerigas	1,500.62
3016	A12-8	JCP&L	1,844.35
3017	A12-8	N. J. American Water	119.48
3018	A12-8	N. J. Natural Gas	99.40
3019	A12-8	Verizon	284.00
3020	A12-8	Verizon Communications	53.14
3021	A12-8	Verizon Wireless	546.86
3022	A12-9	N. J. American Water	10,885.94
3023	A12-10	Freehold Cartage, Inc.	118.90

3024	A12-10	Sakoutis Brothers Disposal	75.00
3025	A12-13	A. R. Communications	1,934.50
3026	A12-13	Continental Fire & Safety, Inc.	3,550.40
3027	A12-13	ESS, Inc.	4,050.00
3032	E-9	Cede & Co.	250,000.00
3033	E-9	Cede & Co.	27,100.00
Electronic	A9-1	Payroll by Paychex ( for 10-31-10 )	2,922.75
Electronic	A9-1	Tax Pay by Paychex ( for 10-31-10 )	567.30
Electronic	A9-1	Paychex Fees ( deducted 11-10-10 )	112.03
Electronic	A9-1	October 2010 N, J. Pension Payment	159.30
2010 Total			\$319,224.88
E-9 Capital Project – New Pumper Equipment			
3028	E-9	Absolute Fire Protection Company, Inc.	1,562.00
3029	E-9	Continental Fire & Safety, Inc.	21,546.30
3030	E-9	Precision Art, Ltd.	1,334.00
3031	E-9	Snap-On Industrial	1,165.59
E-9 Capital Total			\$25,607.89
Total all Accounts			\$344,832.77

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 Doug Howlett, seconded by George Patten, and a roll call vote was taken.

Harry Carter	yes
George Patten	yes
Frank Biddle III	yes
Thomas Ward	absent
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 our quarterly statement from TD Bank, for our escrow account. The balance as of September 25, 2010 was \$2,489.87. We received an affidavit from the Asbury Park Press which included the following information,

- 1) The Publisher's name, Thomas Donovan.
- 2) The net paid circulation, 120,469.
- 3) The rate to be charged for official advertising, \$0.50 per line.

### Legal

Joe said that our 2011 Budget should be finalized at the December 6, 2010 meeting. Joe asked the Board if we wanted a voting machine for this year's election. The Board said yes. Joe said that he would order the voting machine for the annual election. The Board told Joe that they had 11 Scott Air Pac Frames which are no longer needed. After a short discussion, a resolution was

offered by Harry Carter and seconded by Doug Howlett, declaring these 11 frames as surplus equipment and to donate them to the Monmouth County Fire Academy. A roll call vote was taken.

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

Chief Brian Prochnow told Joe and the Board that he attended a meeting in Freehold today to answer some 75 questions about the Freehold Court Street Fire. Brian said that Mr. Braslow was in attendance at this meeting.

### **Chief's Report**

Chief Jason Howlett gave his incident report for the month of October, 2010. The Chief's would like to upgrade the Holmatro tools on 19-2-85. ESI Equipment, a sole source provider, would supply all tools and take our tools for a trade-in. The new tools would all be Holmatro Core operated. The total of the complete upgrade would be \$22,116.00, which includes a \$2,500.00 trade-in allowance. The complete list of all tools is attached to these minutes. A resolution was offered by George Patten and seconded by Doug Howlett granting the Chief's request. A roll call vote was taken.

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

The Chief's also asked for the following items,

- 1) 15 Helmets with Frontals from Continental Fire & Safety for \$3,945.00.
- 2) 4 Brush Shirts for 19-2-93 from Wildland Warehouse for \$660.00.
- 3) A wireless headset system from RSI Fire for 19-2-90 for \$2,916.00.
- 4) 3 GPS OPTICOM systems for 19-2-90, 19-2-85 and the New Pumper, from Signal Control Products for a total of \$10,050.00.

After some discussion, a resolution was offered by Harry Carter and seconded by Frank Biddle III, to grant the Chief's request. A roll call vote was taken.

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

The Chief's went over their 2011 Budget requests with the Board. Ex-Chief Wayne Gravatt gave a report on the New Pumper. Wayne said that to date \$49,071.36 worth of equipment has been ordered for the New Truck. Wayne would like to use the remainder of the allotted monies for the New Pumper and purchase Rescue tools. ESI would set the truck up with the same Holmatro Core tools as we just ordered for the Rescue Truck. The total cost for these tools would be

\$20,244.00. A list of the tools for the New Pumper is attached to these minutes. After a brief discussion, a resolution was offered by George Patten and seconded by Doug Howlett to order these rescue tools. A roll call vote was taken.

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

### **Committees**

Frank gave a report on the Executive Board meeting which was held on October 28, 2010. Frank said that the E-Board is about finished with the Fire Bureau's Budget for 2011 and the Joint Board will vote on it at the December 2, 2010 meeting.

Frank gave a report on the trucks as follows,

- 1) 19-2-76 has been repaired at First Priority.
- 2) 19-2-76 has been serviced at Allied Diesel.
- 3) 19-2-85 is at Allied Diesel for service and repair of the driveshaft for the generator.
- 4) The last change order for the New Pumper totaling \$1,546.78. This brings the total for the New Truck to \$601,755.00. This is still under the Bid price.
- 5) The right rear body mount on 19-2-78 was repaired in house. We will have Absolute check the remainder of the body mounts when the truck is serviced.

Frank said that we have used our last spare Phase Selector, which controls each OPTICOM intersection, and are now using a borrowed one so that all systems are up and running. We need to purchase 2 new Phase Selectors so we can give back the borrowed one and still have 1 for a spare. The cost for 2 Phase Selectors is \$4,600.00 from Signal Control Products, Inc. A resolution was offered by Doug Howlett and seconded by Harry Carter to purchase these items. A roll call vote was taken.

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

Frank said that we need to approve the annual SCBA mask fit tests. A resolution was offered by Harry Carter and seconded by Doug Howlett to have CNP Fittest of New Jersey, LLC perform our annual testing for \$25.00 each and \$12.50 for each member with a second mask. A roll call vote was taken.

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

### **Old Business**

None

**New Business**

Frank said that we should look to replace the oldest Command Vehicle next year. The Chevy Suburban is a 2002 with over 100,000 miles on it. The Board agreed and George said that we could work the New Command Vehicle into the 2011 Budget.

We received a service contract from ESI Equipment for the Rescue Equipment. The cost for this service contract would be \$1,750.00. A resolution was offered by George Patten and seconded by Harry Carter, to enter into this contract with ESI Equipment. A roll call vote was taken.

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

We received a letter from the Otisville Volunteer Fire Department, stating that they are interested in 19-2-75. They stated that their funds are extremely limited, but would love to give our Mack a new home. The Board made no action at this time.

With no further business to come before the Board, the meeting was adjourned at 9:44 PM.