

## Regular Meeting, December 10, 2013

Vice Chairman Gregory Scarlato called the meeting to order at 20:00 hours, followed by the Pledge of Allegiance.

Vice Chairman Scarlato then read the Opening Statement, noting this meeting was advertised on Sunday, December 30, 2012 in the Asbury Park Press and posted on two (2) municipal Bulletin Boards and in the firehouse, as required by the Open Public Meetings Act, commonly referred to as "The Sunshine Law."

Roll call was taken with Commissioners Eadicicco, Kelly, Scarlato and Stalling being present. Chairman Equils was absent due to out of state travel to Florida.

It was noted that six (6) firefighters were present at the start of the meeting; and that there were zero (0) members of the public present at the start of the meeting.

It was also noted that Mr. Jim Phillips of 1st Priority Emergency Vehicles, representing KME/Kovatch Fire Apparatus was also present. Vice Chairman Scarlato suspended the regular agenda to allow the board to meet with Mr. Phillips, and act upon the awarding of the previously agreed upon contract to purchase an apparatus.

Clerk Kelly reported he met with Mr. Jay C. Sendzik, the district's counsel tonight, immediately prior to this meeting; at which time Mr. Sendzik went over the terms of the contract and its enabling resolution, for the board to act upon tonight.

Clerk Kelly then read **RESOLUTION #121013-01: RESOLUTION AUTHORIZING A PURCHASE CONTRACT FOR A FIRE APPARATUS.**

The RESOLUTION was introduced by Commissioners Eadicicco and Kelly and passed unanimously on a ROLL CALL VOTE; with Messrs. Eadicicco, Kelly, Scarlato, and Stalling voting "AYE."

There were no "NAY" votes cast. And Chairman Equils was absent for the vote.

Commissioners Kelly and Eadicicco the introduced a motion authorizing the Board Chairman or Vice Chairman to sign and formalize the purchase contract between the Board and KME/Kovatch Fire Apparatus.

This motion was passed unanimously on a ROLL CALL VOTE; with Messrs. Eadicicco, Kelly, Scarlato, and Stalling voting "AYE."

There were no "NAY" votes cast. And Chairman Equils was absent for the vote.

Vice Chairman Scarlato then signed 2 copies of the contract which were presented to Mr. Phillips, for him to transport to KME/Kovatch, for signing by the company; after which they are to return one fully executed copy to the board.

This concluded the business with Mr. Phillips, and following his leaving the meeting; the board resumed its' regular agenda.

The Clerk reported that the minutes of the Regular Workshop Meeting of November 11 and the Truck Workshop Meetings of October 28 and November 14 were posted. The Clerk then read the minutes of the Regular Meeting of November 12. A motion to approve all four sets of minutes was made by Commissioners Eadicicco and Stalling, and passed by the board.

**PAYMENT OF BILLS .....** Purchaser Eadicicco presented the following bills:

Ramtown-Howell Fire Company #2	\$16,055.00
Gregory Scarlato	231.35
LabCorp	88.20
Edward's Tire Company	153.86
Bricktown Medical Group, PA	160.00
Point Bay Fuel Company	1,599.68
Nat Alexander Company	1,512.60
Nat Alexander Company	547.20
A.J. Abrams Company	8,801.00
Verizon Wireless	46.61
Brick Township M.U.A.	7,781.40
CIT Technologies Fin Svcs	101.00
NetLink Services, LLC	199.00
E.J. Schuster Office Supplies	350.98
R. Mort Company	291.17
Barry J. Osborn, C.P.A.	2,318.75
Martin Kelly, Jr.	10.00
Ramtown-Howell Fire Company #2	7,250.00
Raymond A. Equils	164.84
Grainger	91.65
NJ State Fire Chiefs Association	160.00
ERS Fleet Repair	1,663.97
Quality Communications	2,959.60
A.J. Abrams Company	3,245.00
Ramtown-Howell Fire Company #2	5,601.00
Robert Nichols	1,221.00
James Bailey	1,150.00
Thomas Connolly	981.00
James Pallitto	1,049.00
Martin Kelly, Jr.	1,133.00
Joseph Gilsean	1,163.00
William Gotto	712.00
John Thompson	839.00
James Eadicicco	1,002.00
Raymond A. Equils	518.00
Gregory Scarlato	1,021.00
Richard Stalling	989.00
Robert Kelly	+ 172.00
<b>TOTAL BILLS</b>	<b>\$73,333.86</b>

The bills were paid on a motion by Commissioners Stalling and Kelly, and passed by the board.

**COMMUNICATIONS .....** No outgoing correspondence was recorded.

The following correspondence was received:

Hartford Steam Boiler Inspection	Claim- Refusal to Allow Inspection
IRS	Notice – Delinquent 2008 Tax Payment
Daniel Gaul	Application – Junior Firefighter
Connor McGowan	Application – Junior Firefighter
Jay C. Sendzik, Esq.	Resolution & Contract – KME Purchase
Jay C. Sendzik, Esq.	Resolution – Affirming Junior Firefighters
Jay C. Sendzik, Esq.	“OPRA” Request Form
Jay C. Sendzik, Esq.	J. Eadicicco’s NJ-DCRP Pension Enrollment
AJ Abrams Company	Service Contract – SCBA Mask Testing Unit
VFIS-Glatfelter Insurance	Holiday Greetings
Glatfelter Claims Management	Deductible Reimbursement – 488 Accident
Glatfelter Claims Management	Deductible Check #0000374068 - \$1,000.00
Quality Communications Systems	Radio Repair Receipt
ESI, Inc.	Report – Annual Service/ Holmatro Equipment
Martin Kelly, Jr & Christopher Maher	Medical Examination Forms
Safeguard Checks	Account Statement
NJ State Association of Fire Districts	Minutes – September Annual Meeting
Howell Fire Bureau	Executive Board Minutes – 11/21/13

**COMMITTEES.....**

Executive Board..... Chairman Equils reported on the meeting held December 19, attended by himself and Alternate Scarlato. He reported Howell Police Chief Ronald Carter wishes to share the Fire Commissioners Communications Equipment located at the Howell Commons. It was approved, as no districts voice concern or opposition.

He then reported that the access gates for the Veranda Development at Sunnyside Road & Route 9 North are equipped with Knox Boxes for access. He also noted the district needs to check on their individual FCC Licenses for an expiration date. (Attachments in file)

Chief’s Report..... Chief Bob Nichols submitted his alarm, percentage, vehicle, and Chief Engineer Reports. No vehicle report was submitted by 1<sup>st</sup> Asst Chief Jim Bailey.

Chief Nichols reported Ex-Chief Richard Stalling is off Medical Leave, after submitting a medical release from his doctor.

The chief reported there will be no drill in December, due to the holidays. And he thanked the members of the board for a “good run” over the past 2 years.

Purchaser..... Several items from the New Business portion of the agenda were acted upon in this portion of the meeting. Those items included the following:

Purchaser Eadicicco brought up the Service/Warranty Contract for the SCBA Fit Testing Machine which was discussed at last night’s workshop meeting. Contract will be with A.J. Abrams Company; and will include calibration and repairs for a five (5) year period, at a cost of \$3,245.00.

Commissioners Kelly and Stalling made a motion to approve the contract. The motion was passed unanimously by the board.

Following discussions last night on new name tags for the turn out gear lockers; Commissioners Eadicicco and Stalling made a motion to purchase them, at a cost not to exceed \$500.00. The motion was passed unanimously by the board.

The possible replacement of the on-board air compressor/battery charger on Ladder 490 was approved at a cost not to exceed \$1,000.00, following a motion by Commissioners Eadicicco and Stalling. This motion was also passed unanimously by the board.

Chief Nichols requested the board purchase 4 battery chargers to replace units that have gone bad, with an estimated cost of \$75.00 per unit.

Commissioners Kelly and Stalling made a motion to approve the purchase, which was passed unanimously by the board.

**NEW TRUCK .....** Nothing new this evening.

**OLD BUSINESS .....** Clerk Kelly has not yet been able to file the claim for the lost radio.

Chairman Equils had no new information to report regarding federal grants.

Clerk Kelly noted he still has to do the letter adding Purchaser Eadicicco to the EZ-Pass account.

Clerk reported district is now in receipt of a formal request form for information under the Open Public Records Act (OPRA), as provided by the district's counsel.

Clerk reported on conversation with Hartford Steam Boiler, regarding inspection of the furnace, noting there is no boiler or pressure vessel. Hartford rep agreed to cancel inspection.

Yet the district has received a letter from Hartford, stating we refused them access to inspect. He will follow up on it with them.

Clerk Kelly reported on difficulty in getting Worker's Compensation Claims paid by Liberty Mutual. He will contact them again.

The Clerk reported Chief Engineer Kelly took the old/obsolete SCBA bottles to Blewett's Scrap Recycling, and the District received a check in the amount of \$70.00 for their disposal.

Commissioner Stalling asked about the new tow hitch for Unit 488. It was understood that Chief Nichols ordered it. He will check on it.

**NEW BUSINESS .....** The board agreed to RESERVE \$1,000.00 in the Office Supplies Line Account, for purchase of a new office computer printer and other consumable supplies.

A motion authorizing same was made by Commissioners Stalling and Kelly; and passed unanimously by the board.

Affirming discussions and decision from last night's workshop; Commissioners Eadicicco and Stalling made a motion to RESERVE \$1,000.00 in the Maintenance & Repairs Line Account; for any unanticipated repairs or maintenance issues. This motion was passed unanimously by the board.

On paying the Annual Membership Due for the New Jersey State Fire Chief's Association(NJSFCA): Commissioners Kelly and Stalling made a motion to pay the 2014 Dues for those chiefs who are members. This motion was passed unanimously by the board.

On paying the Annual Life Insurance associated with the NJSFCA for those same chiefs: Commissioners Kelly and Stalling made a motion that the district would no longer pay those premiums. This motion was passed unanimously by the board.

**GOOD AND WELFARE .....** Speaking on behalf of the board; Clerk Kelly thanked Chief Nichols and his officers for their support and assistance during the past two years.

No other items were presented.

**JOINT PURCHASING COMMITTEE .....** Nothing was presented.

**APPLICATIONS/TERMINATIONS .....** Clerk Kelly reported there are two applications for Junior Firefighters: Daniel Gaul and Connor McGowan. Motion to accept them was made by Commissioners Kelly and Stalling; and passed unanimously by the board.

**TREASURER'S REPORT .....** Treasurer Stalling reported the following:

OPENING BALANCE	\$4,816.48
INTEREST	2.13
TRANSFER	+ 80,000.00
TRANSFER	+ <u>15,000.00</u>
SUB-TOTAL	\$99,818.61
EXPENDITURES	- <u>87,690.91</u>
CLOSING BALANCE	\$12,127.70

He also reported the following balances for the Savings Account:

OPENING BALANCE	\$1,727,125.85
INCOME	242,286.80
INTEREST	+ <u>243.09</u>
SUB-TOTAL	\$1,969,655.74
TRANSFER TO CHECKING	- <u>115,000.00</u>
CLOSING BALANCE	\$1,854,655.74

He also reported the following balances for the Payroll Account:

OPENING BALANCE	\$8,607.32
TRANSFER	\$20,000.00
INTEREST	+ <u>1.03</u>
SUB-TOTAL	\$28,608.35
PAYROLL FEES	0.00
PAYROLL PAID	- \$13,646.98
PAYROLL TAXES	- <u>4,784.30</u>
CLOSING BALANCE	\$10,177.07

The Treasurer's Report was accepted on a motion by Commissioners Kelly and Stalling, and passed unanimously by the board.

**PUBLIC COMMENT .....** There were fourteen (14) firefighters and there were zero (0) member of the public in attendance. Comments on agenda items were taken while the items were before the Board for action.

Fire Company Membership Chairman Joseph Gilson stated the fire company was approaching the cap limit on membership of 40, formerly established by the board. He asked if the board would remove the cap, so as to not have the company turn away members.

Commissioners Scarlato and Eadicicco made a motion to remove the cap, unless the board determines it become necessary at a future date and then re-institutes one. The motion was passed unanimously by the board.

John Thompson noted the board can request payment for the small credit balance due the board from Campbell Supply. Clerk thanked him, noting he is waiting for year end to take care of it.

**ADJOURNMENT .....** This concluded the business before the Board so a motion to adjourn was made by Commissioner Stalling and Kelly, and passed by the Board.

The meeting closed at 20:56 hours.

Respectfully Submitted,

Robert J. Kelly  
Clerk of the Board

RJK/tjk