

THE BOARD OF FIRE COMMISSIONERS

DISTRICT No. 4 — RAMTOWN
HOWELL TOWNSHIP MONMOUTH COUNTY
88 RAMTOWN-GREENVILLE RD.
HOWELL, N.J. 07731-2790

Workshop Meeting, May 11, 2015

Chairman Gregory Scarlato called the meeting to order at 19:00 hours, followed by the Pledge of Allegiance. Chairman Scarlato then read the Opening Statement, noting this meeting was advertised on Sunday, December 28, 2014 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 Scarlato, Bommer, Acampora, Eadicicco, and Stalling being present.

Invited guests included Barry J. Osborn (the Board's accountant) and Jay Sendzik (the Board's attorney).

It was also recorded that there were zero (0) members of the public present at the start of the meeting.

CRITICAL CORRESPONDENCE:

Clerk Acampora referenced all correspondence that was received and sent out, as will be noted in the next regular meeting minutes on 5/12/15.

At this point in the meeting, Chairman Scarlato called on Mr. Osborn and Mr. Sendzik to review the financial audit that was performed by Mr. Osborn for the year 2014. Mr. Osborn informed the board that there needed to be a resolution passed in order to transfer \$1,000 from Utilities budget to the Elections budget in order to cover a shortfall during the first quarter of 2015. Motion was made by Commissioner Stalling and seconded by Commissioner Bommer, to pass Resolution 05112015-8.

Roll call vote was taken:

Chairman Scarlato – Yes
Vice Chairman Bommer – Yes
Purchase Eadicicco – yes
Treasurer Stalling – yes
Clerk Acampora – Yes

The resolution passes with five (5) votes for and zero (0) votes against.

A motion was also made by Commissioner Stalling and seconded by Commissioner Bommer to pass Resolution 05112015-6. This will allow Jay Sendzik to certify the audit to local finance board with 45 days of adoption.

Roll call vote was taken:

Chairman Scarlato – Yes
Vice Chairman Bommer – Yes
Purchase Eadicicco – yes
Treasurer Stalling – yes
Clerk Acampora – Yes

The resolution passes with five (5) votes for and zero (0) votes against.

Barry Osborn reviewed the entire audit with the board and Mr. Sendzik, discussing the current financial condition of fire district and making recommendations for future.

A motion was made by Commissioner Stalling and seconded by Commissioner Eadicicco that we pass Resolution 05112015 – 7. This resolution states the board is accepting the annual audit and authorizes the publication of the Synopsis of Audit.

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Roll call vote was taken:
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Chairman Scarlato – Yes
Vice Chairman Bommer – Yes
Purchase Eadicicco – yes
Treasurer Stalling – yes
Clerk Acampora – Yes

The resolution passes with five (5) votes for and zero (0) votes against.

At this time All Board members signed the Certification of Audit form.

Mr. Osborn discussed how the board should proceed with the 2016 budget and possible options for starting the budget review process earlier that it has been started in the past. In 2014, we did not allot enough time to prepare all the documents and the budget. He suggested that we start the preparation of the budget in September 2014. It needs to be finalized by December 2105. Both Mr. Osborn and Mr. Sendzik stated they will be available in September 2015 to assist the board in preparing the 2016 budget.

Mr. Sendzik reported that there was no bid on Govbids .com for the sale of Engine 478. There was one (1), but it did not meet our minimum bid of \$12,500. If we do not receive any other offers, he will re-advertise on Govbids.com for 7 days and see if we receive any bids. Chairman Scarlato stated that he spoke to a possible purchaser in TN that is willing to pay \$10,000 and should be take it. The board agreed that Chairman Scarlato can secure a sales price of \$10,000, that we accept the person's offer. If not, it will go back on Govbids.com. Even if we secure a deal with the purchaser in TN, we will still be obligated to pay Govbids.com, as the purchaser initial noticed the sale notice on this website. The minimum bid needs to be for \$10,000.

Motion was made by Commissioner Bommer and seconded by Commissioner Eadicicco that we advertise our bid notice for replacing the Air Fill Station in the firehouse. The bid will be advertised in the paper by Jay Sendzik on 5/14/15 and will be due back for opening by 6/4/15 @ 5pm. Motion passed unanimously by the Board.

Motion was made by Commissioner Stalling and seconded by Commissioner Acampora to accept a minimum bid of \$10,000 as the sales price for Engine 478. Motion passed unanimously by the Board.

Motion was made by Commissioner Bommer and seconded by Commissioner Stalling to provide Chairman Scarlato a Power of Attorney on behalf of the Board of Fire Commissioners that will allow him to register Engine 480 with the Division of Motor Vehicles. (the power of attorney has already been created by Attorney Sendzik). Motion passed unanimously by the Board.

OLD BUSINESS:

NEW BUSINESS: John Thompson has submitted a request on behalf of his employer (1st Priority) to remove one of the trays from the cabinet from Engine 480 to use as a display at the Harrisburg Expo. The specialty tray that was fabricated is one that they would like to continue to sell on new apparatus. A motion was made by Commissioner Acampora and seconded by Commissioner Bommer to allow Mr. Thompson to display the tray at the Harrisburg Expo. Motion was unanimously approved. Mr. Thompson has provided a certificate of insurance to board from 1st Priority.

EXECUTIVE SESSION: There was no Executive Session.

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NEW TRUCK: Chairman Scarlato stated that the delivery date for the Engine 480 is 5/13/15. Payment will be due upon delivery, at which time the title of the vehicle will be signed over to the Board so that we can register the vehicle with the DMV.

Additional tools to be purchased for Engine 480:

Milwaukee battery operated tool set (same one as the one on Utility Truck 486)

Air reel to supply the tool set

Electrical reel

Chain

Bottle Jack

Total cost of these items is \$1,131 from Northern Tool

First aid equipment: 3 jump bags, back boards, collars, etc. not to exceed \$3,100
– to be purchased at Boundtree

The fans are on order and should be delivered by Defender Equipment by 5/21/15.

New defibrillator has been ordered but we have not received it yet. A doctor from MONOC issued us the prescription in order to purchase the defibrillators.

Air hose accessories – not to exceed \$300

Additional HAZMAT equipment - \$1,000

New UHS and VHS radios to be installed in Engine 480

Scott Bottles – 5 current bottles will be taken out of service in 2016 We will be purchasing 6 complete Scott Airpacks along with 8 spare bottles.

Argus thermal imaging camera will be purchased for \$8,995

PAYROLL: No payroll actions were taken at this meeting.

TREASURER'S REPORT: Following the completion of the voucher and check entry by Treasurer Stalling; he reported bills totaling \$656,774.61, with a TEPS payment of \$1,333.00. In order to cover the expenses, \$655,000.00 was transferred.

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

GOOD AND WELFARE: Nothing was reported.

PUBLIC COMMENT: There was one (1) member of the public present and there were no comments offered.

ADJOURNMENT: This concluded the business for the workshop, so a motion to adjourn was made by Commissioners Bommer and Stalling, and passed by the board.

The meeting closed at 21:05 hours.

Respectfully Submitted:



Michael L. Acampora
Clerk of the Board