

THE BOARD OF FIRE COMMISSIONERS

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

Regular Meeting, September 8, 2015

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

Chairman Scarlato 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, and Stalling being present. Commissioner Eadicicco was absent.

It was noted that there were three (3) members of the public present at the start of the meeting.

ADMINISTERING the OATH of OFFICE: None

The Clerk reported that the minutes of the Regular Workshop Meeting of August 10, 2015 were posted. The Clerk then read the minutes of the Regular Meeting of August 11, 2015.

A motion to approve both minutes was made by Commissioners Bommer and Stalling, and passed by the board.

PAYMENT OF BILLS: Commissioner Bommer presented the following bills for payment:

September 2015 Bills

Skylands Area Fire Equip	\$9,145.00
First Priority	\$2,300.32
Bob's uniforms	\$580.90
All Industrial Safety Products	\$46.08
ERS Fleet Repair	\$1,148.10
Agin Signs and Designs	\$500.00
VFIS	\$4,556.60
Lab Corp	\$88.20
NJ American Water	\$2,528.80
Liberty Mutual	\$3,720.30
CIT	\$99.00
William Bommer	\$200.00
Ocean County Medical Labs	\$160.00
Marty Kelly	\$3.74
Computer Systems and Methods	\$451.20
Net Link	\$199.00
Ramtown Fire Co - Rent	<u>\$14,555.67</u>
Total	\$40,282.91

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

COMMUNICATIONS

Sent

Medical bills for fire fighters Bommer and Higgins will e-mailed to VFIS for payment of medical services for injuries occurred in February and April 2015

Received

Letter from Chief Engineer Kelly regarding the testing and service of Ladder 490
Certificate of Insurance from 1st Priority for insurance for Engine 490 to be taken to Wildwood

VFSI – Accident and Sickness Insurance policy

Amboy Bank – letter stating they are an approved Government agency depository

Sendzik & Sendzik – signed contract of compressor installation from Airpower Int'l
FCC licensing renewal advertisement

Howell Fire Bureau receipt – installation of knox box in Engine 480

NJ DMV – registration for Engine 475

Sendzik & Sendzik – payroll letter

COMMITTEES

Executive Board: Chairman Scarlato and Vice Chairman Bommer attended the meeting on 8/27/15. Bureau Chief Hotmar sent a letter to the town council recommending his succession plan.

Chief's Report: Chief Bailey reported that East Coast fixed the light bar on vehicle 466 under the warranty plan on the vehicle. Vehicle 466 has been dropped off at Agin and Design and is having the striping and Maltese cross fixed on the vehicle for a cost of \$500. He will be picking up the vehicle on 9/9/15. Chief Bailey spoke with Peggy at MONOC regarding the upcoming 1st Responder class. She stated the charge will be \$225 and that 19-1 and 19-2 have been informed that payment will be required for any other their members that will be attending. He said the both companies have stated they will pay for any other members that will be attending. The chief stated that he would like to add another seat to Engine 475. A positive discussion between the board and line officer ensued. The chief decided that he will not pursue this item.

Chief Engineer: A letter was received from Chief Engineer Kelly (and is attached to the minutes) regarding the impending service on Ladder 490 scheduled for 9/28/15. He stated that any issues found with the UL testing will be corrected at this time. He also stated that he received a notice from the manufacturer regarding the ball joints on Engine 475. They will need to be serviced at an approximate cost of \$500. The truck is scheduled to go to the manufacturer on 10/19/15. Commissioner Bommer stated that the UL testing for the ladders will be performed on 9/28/15 and the pumps on 9/29/15. Ladder 490 did not pass the flow meter testing and this needs to be addressed.

Purchaser: It was reported that vehicle 466 has had all open service items addressed and corrected. The chief still has approximately \$25,000 remaining to spend from his 2015 budget. The chief was requested to bring a list of all remaining items to be purchased for the remainder of 2015 to the October 2015 board meeting so they can be discussed.

A motion was made by Commissioner Bommer and seconded by Commissioner Stalling to purchase up to \$700 worth of marketing products for the upcoming Fire Prevention week on October. Motion passed unanimously by the board.

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Chairman Scarlato stated that when the old air fill station is removed from the compressor room, the entire room will be reconditioned. Both rooms will be painted for approximately \$500. He will also be obtaining a price to paint the floors. The electric will need to be disconnected and moved to another wall, this will need to be completed by an electrician. The old air fill station will be removed in mid-October and the new one will not be installed for 2-3 weeks.

A motion was made by Commissioner Bommer and seconded by Commissioner Acampora for Lou Orlando to paint the compressor rooms and Michael Brennan to perform the electrical work. The motion passed unanimously by the board.

Chairman Scarlato also stated that he has contacted Michael Brennan to perform the annual service on the building generator prior to December 2015.

Chairman Scarlato discussed if the board was bringing any vouchers to the Wildwood Convention for the purchase of equipment (included in the Chief's budget) that may be able to be purchased at reduced discounts. It was noted that the Chief may purchase items under the \$2,500 threshold, will require prior approval of the board.

The chief was requested to schedule a work detail for Engine 490 prior to 1st Priority taking the engine to the Wildwood convention. Even though 1st Priority will be cleaning the engine in Wildwood, we would like to see the engine leave our house in good condition. It was also noted that a full inventory of equipment will be made prior to the engine leaving the fire house. The chief stated he will handle scheduling the work detail. At this same detail, vehicle 488 will be packed for the trip to Wildwood.

Chairman Scarlato also stated that the September drill will be held at the Brick Fire Academy. He has been told that there will be no fee to use the fire academy, but if there is, the Board of Fire Commissioners will handle payment of the bill.

Chairman Scarlato requested that the line officers keep the calls up to date in the NFRIS system in order to streamline the LOSAP process at the end of the upcoming year.

Chairman Scarlato stated that the board has been lax in 2015 regarding the fire fighter physicals. Clerk Acampora and Chairman Scarlato stated that they will review the list and determine who still needs to get their physical for 2015. A list will be sent to the fire company stating that ALL fire fighters that have not received their physical in 2015 will not receive their closing allowance at the December 2015 meeting.

Chief Bailey stated that the computer in the radio room does not have the most up to date technology and is not running correctly with the installation of the NFRIS software upgrades. The computer is approximately 5 years old and he is requesting to purchase a new one. He was informed to find out what computer will support the upgraded software and obtain 3 quotes for purchasing said computer.

NEW TRUCK: Commissioner Stalling stated that he feels the air conditioning unit in the engine needs to be looked at. 1st Priority will be contacted on this item. He also stated that we have spent \$726,556.12 YTD on this engine.

OLD BUSINESS: Commissioner Bommer stated that the fire company has changed their answering machine to reflect the board's new contact number. Commissioner Bommer has been checking the board's messages on the new phone line several times a week. Commissioner Acampora stated that the board's website has been updated with the new phone number.

The board has decided to move forward with the hiring a medical director not to exceed a cost of \$2,000 annually. Commissioner Eadicicco will handle contacting the correct person and obtaining a contract for discussion with the board.

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NEW BUSINESS: Special budget meeting is scheduled for Monday, September 28, 2015 at 7pm at the Ramtown Fire Co. on 88 Ramtown Greenville Road. Attorney Sendzik and accountant Osborn will be present to discuss the 2016 budget.

GOOD AND WELFARE: Chairman Scarlato informed the board that the plaque has been ordered for engine 480. He will follow-up with the engraver for the status.

JOINT PURCHASING COMMITTEE: None

APPLICATIONS/TERMINATIONS: None.

PAYROLL: None

TREASURER'S REPORT: Treasurer Stalling reported the following balances for the checking account:

OPENING BALANCE	\$13,582.99
INTEREST	\$ 3.77
TRANSFER	+ \$30,000.00
SUB-TOTAL	\$48,556.76
NJ-PERS TEPS Payment	- 0.00
EXPENDITURES	-\$31,137.91
Additional Bill: Skilands	- \$ 9,145.00
CLOSING BALANCE	\$ 3,303.85

He also reported the following balances for the Savings Account:

OPENING BALANCE	\$1,378,326.18
DEPOSITS(check put in wrong acct)	\$ 1,361.13 (not included in total)
INTEREST	+ 220.07
SUB-TOTAL	\$1,378,546.25
TRANSFER TO PAYROLL	- 12,000.00
TRANSFER TO CHECKING	- 30,000.00
CLOSING BALANCE	\$1,336,546.25

He also reported the following balances for the Payroll Account:

OPENING BALANCE	\$ 5,833.63
TRANSFER	\$ 12,000.00
INTEREST	+ \$.73
SUB-TOTAL	\$ 17,834.36
PAYROLL FEES	-\$
PAYROLL FEES	-\$
PAYROLL PAID	-\$
PAYROLL TAXES	-
CLOSING BALANCE	\$ 17,834.36

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

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PUBLIC COMMENT: There three (3) members of the public in attendance at the end of the meeting. Comments on agenda items were taken while the items were before the Board for action. Chief Bailey and his line officers thanked Commissioner Bommer for imputing all of the calls into the NFRIS reporting system in the computer. There were a number of back-logged calls and they appreciate his assistance with them caught back up.

EXECUTIVE SESSION: There was no Executive Session.

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

The meeting closed at 21:08 hours.

Respectfully Submitted:

A handwritten signature in blue ink, appearing to read 'M. L. Acampora', with a long horizontal flourish extending to the right.

Michael L. Acampora
Clerk of the Board