

THE BOARD OF FIRE COMMISSIONERS

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

Regular Meeting, January 12, 2016

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

Chairman Gregory Scarlato read the following legal disclosure:

The New Jersey Open Public Meetings Law, N.J.S.A. 10:4-6 et seq., was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting its interest is discussed or acted upon.

In accordance with the provisions of this Act, the Board of Fire Commissioners of Fire District No. 4, Township of Howell, has caused notice of this meeting to be published by having the date, time, place and agenda, to the extent known thereof, posted as follows:

- Published in the Asbury Park Press on January 8, 2016
- Published in the Tri-Town News on January 14, 2016
- Filed written notice with the Township Clerk on January 6, 2016
- Posted written notice on the Official Bulletin Board at the Township Municipal Building
- Posted on www.njfiredistricts.org

The above postings indicate that Formal Action May be Taken.

Roll call was taken with Commissioners Scarlato, Bommer, Acampora, and Stalling being present.

It was noted that there were ten (10) members of the public present at the start of the meeting.

ADMINISTERING the OATH of OFFICE: None

The Clerk reported that the Regular Workshop Meeting minutes of December 7, 2015 were posted. The Clerk then read the minutes of the Regular Meeting of December 8, 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:

Bills	Amount
Sendzik & Sendzik PC	\$ 17,360.50
Barry Osborn	\$ 2,950.00
Martin Kelly	\$ 10.00
Grainger	\$ 240.98
Taylor Oil Co	\$ 1,329.21
Optimum	\$ 110.49
Verizon	\$ 95.06
ERS Fleet Repairs	\$ 542.00
Brick Medical Center	\$ 800.00
FF1	\$ 9,720.00
Brick Municipal Utilities	\$ 7,781.40
GIT	\$ 99.00

Advanced Auto Parts	\$ 354.92
Computer System and Methods	\$ 5,094.72
Jersey Coast Fire Equipment	\$ 410.75
Edwards Tire Co	\$ 171.95
New Jersey Fire Equipment Co	\$ 360.00
EJ Schuster Furniture Co	\$ 3,268.00
NetLink Service LLC	\$ 199.00
Micromedia Publications Inc	\$ 73.50
Asbury Park Press	\$ 780.25
Lab Crop	\$ 352.80
AllComm	\$ 285.00
Pine Belt	\$ 70.03
Nat Alexander Co	\$ 423.82
Bob's Uniform Shop	\$ 1,990.03
Roberts Electronics	\$ 2,579.00
Northern Tool and Equipment	\$ 39.99
Mr Keys	\$ 1,146.00
VIFS	\$ 7,469.31
American United Life Ins Co	\$ 10,437.00
NJ American Water	\$ 2,615.80
Marty Kelly	\$ 1,130.00
TOTAL BILLS	\$ 80,290.51

A motion was made by Commissioner Acampora and seconded by Commissioner Stalling to pay the bills. A roll call vote was taken with the following result:

Scarlato – Yes
Bommer – Yes
Stalling - Yes
Acampora - Yes
The motion passed 4 – 0.

COMMUNICATIONS

Sent
None

Received

Junior Papers – Joseph Suliewski
EZ Pass violation for Unit 480 (Wildwood)
Sendzik & Sendzik – 2016 Meeting Schedule
2016 Workshop Meeting schedule
Special Meeting – Capital Appropriations 1/6/16
Special Meeting – 2016 Budget Approval 1/12/16
Affidavit of Special Meeting
Grant Paperwork
LOSAP payments
Asbury Park Press bills
Barry Osborn, CPA – 2016 Budget
Resignation letter from James Eadicicco

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Brain Schwarz – Valic LOSAP distribution

Medical Exam Form – Martin Kelly

Ricky Romano
James Bailey
James Rappleyea
Robert Hotmar
Kevin King
Kenneth Miller
Joseph Gilsenan

FCC License Renewal notice

NJ Division of Community Affairs – Additional 2016 budget information requested

Election petitions received from – Gregory Scarlato (3 year term)
Richard Stalling (3 year term)
James Bailey (1 year term)

State of NJ – noticed of additional payroll taxes owed

COMMITTEES

Executive Board: The Executive Board met on 12/17/15 and discussed the following outstanding items: purchase of gear, fleet maintenance, and annual physicals. Next meeting is 1/28/16.

Chief's Report: Chief Eadicicco stated that he is looking forward to 2016 and working with the Board. The air card for vehicle 467 has been ordered and should be arriving shortly. The mobile computer system for Unit 486 has been installed, but is not fully operational yet (still working the bugs out). He noted that he is still getting the new officer's office back up and running and that he may need some additional supplies. The Chief has spoken with Chief Engineer Martin Kelly about being the Chief Engineer for 2016. He will be leaving in the spring of 2016. He has agreed to work with all the engineers to ensure a smooth transition. The Chief has asked Joseph Gilsenan to be the next Chief Engineer. He has agreed to accept the position, but stated that he feels that he will only be Chief Engineer in title and that he will draw on a collaborative effort of all engineers. Chief Eadicicco also noted that Ricki Romano will be an Engineer for at least the next 2 years. There will be Frist Responder course being offered in February 2016 for all members that need the course. He received an e-mail from the Monmouth County Fire Marshalls office requesting any used gear to be donated to Hazlet fire department. They will be forwarding this gear to fire departments that cannot afford to purchase new gear. The Chief's orientation is scheduled for 1/21/16. He is requesting that in 2017 that the Captain and Lt. not have to attend the class. It was noted that a change to the SOGs would have to be made by the Training Standards Committee.

Chief Engineer: Chief Eadicicco stated that ERS Fleet Repair will be coming out to check the parking brake on Brush Truck 494. He also stated he would like to start scheduling all the annual testing for 2016 for the SCBA bottles, hose, ladder, and pumps. He will coordinate with the engineers.

Purchaser: It was approved in a previous meeting to purchase a new computer for the line officers in the amount of \$1,000. Chief Eadicicco presented a quote from Computer Systems to purchase a new CPU, monitor, printer, and Microsoft Office 2016 for \$1,368.58. A motion was made by Commissioner Bommer and seconded by Commissioner Stalling to approve the additional \$368.58 for the purchase of the computer. Motion passed unanimously by the Board.

Chief Eadicicco stated that he still needs to order firefighter Miller's replacement boots.

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There will be a First Responder class being given at 19-4 and we will be having CPR recertification at January 2016s drill. A motion was made by Commissioner Bommer and seconded by Commissioner Stalling to cover the costs for both training classes. The motion passed unanimously by the Board.

Chief Eadicicco stated that 25 SCBA bottles needed to be re certified. They already have 20 bottles that have been completed. A motion was made by Commissioner Acampora and seconded by Commissioner Stalling to have the remaining 5 bottles certified. The motion passed unanimously by the Board.

Commissioner Bommer wanted to know how we are progressing with the light bar and siren replacement in Brush Truck 494. Chairman Scarlato stated that we are still awaiting additional price quotes to determine what company will be performing the service. Commissioner Bommer stated he will work on obtaining additional quoted.

Chairman Scarlato stated that a plan needs to be developed by the commissioners and line officers for storing gear in the new room located next to the meeting room. Chief Eadicicco stated that the officer will discuss and have something at the next commissioners meeting.

NEW TRUCK: Commissioner Stalling stated that the front discharge on the 480 needs to be changed in order for the box to close correctly. There have been discussions with the salesman and service manager regarding moving the internal plumbing in the truck in order to correct the issue. It was determined that a pipe will have to be moved. There is currently a punch list of approximately 10 items that has been e-mail to First Priority. The truck will be sent out to First Priority to address all open issues at one time. Commissioner Stalling made a motion, seconded by Commissioner Acampora to order a 50 foot decon hose for Engine 480. The motion passed unanimously by the Board (this will be paid for out of the Capital Expenditures from 2015). Chief Eadicicco stated that all the new SCBA bottles have been received and installed on Engine 480.

OLD BUSINESS: Chairman Scarlato stated that he spoke with Attorney Sendzik regarding the Medical Director's contract that he was reviewing. Attorney Sendzik stated that the contract is not specifically written for Ramtown Fire Company and he needs to contract the Medical Director and make changes to the contract. The current contract is written for an entire town and not a specific company. Chairman Scarlato and Chief Eadicicco will review the contract and send any changes to Attorney Sendzik.

Lynda Joy, Access Health Systems representative, provided the Board with a presentation at last night's workshop meeting as to what her company can offer the board pertaining to annual fire fighters physicals. The process was briefly discussed by the board with Chief Eadicicco. The Board will reach out to Attorney Sendzik to discuss this program. If we move forward, we will have to revise our medical program and approve a resolution to move forward with the new program.

Chairman Scarlato reported that the following firefighters still need physicals for 2015: Mike Bardsley, Rob Lawlor, Bart Major, Pat Marshal, and Jamie Pallitto. All members are in the process of obtaining their physicals except for Bart Major, which no update has been provided.

NEW BUSINESS:

A motion was made by Commissioner Acampora and seconded by Commissioner Stalling to accept the new line officers for 2016, as voted in by the members of the Ramtown Fire Company No. 2. The motion passed unanimously by the board.

A motion was made by Commissioner Acampora and seconded by Commissioner Bommer to pass Resolution #01062016-2: Government Contacts

STATION 19-4, HOWELL TOWNSHIP, N.J. • PHONE (732) 458-0222 / FAX (732) 458-6398

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Roll call vote was taken with the following results:

Scarlato – yes

Bommer – yes

Stalling – yes

Acampora – yes

Resolution passes with 4- yes and zero (0) – no.

A motion was made by Commissioner Bommer and seconded by Commissioner Acampora to accept the resignation letter from Commissioner Eadicicco. The motion passed unanimously by the board.

A motion was made by Commissioner Acampora and seconded by Commissioner Stalling to accept the letter from Brian Schwarz requesting a full distribution from his VALIC LOSAP account. Clerk Acampora verified that Brian is fully vested in his account and as such has the right to withdraw these funds at any time. The motion passed unanimously by the board.

GOOD AND WELFARE: None

JOINT PURCHASING COMMITTEE: None

APPLICATIONS/TERMINATIONS: None

PAYROLL: Chairman Scarlato noted that 1099s will be issued to any member receiving more than \$599 as payment from the Board of Fire Commissioners.

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

OPENING BALANCE	\$ 19,074.49
INTEREST	\$ 4.61
TRANSFER	\$ 55,000.00
TRANSFER	<u>+ \$ 50,000.00</u>
 SUB-TOTAL	 \$124,079.10
 NJ-PERS TEPS Payment	 - 0.00
EXPENDITURES (Sendzik/Osborn	- \$38,216.81
VFIS/American United)	
EXPENDITURES	<u>- \$42,073.70</u>
 CLOSING BALANCE	 \$43,788.59

He also reported the following balances for the Savings Account:

OPENING BALANCE	\$1,579,892.89
DEPOSITS	
INTEREST	<u>+ 241.08</u>
 SUB-TOTAL	 \$1,580,133.97
TRANSFER TO PAYROLL	-
TRANSFER TO CHECKING	- 50,000.00
TRANSFER TO CHECKING	<u>- 55,000.00</u>
CLOSING BALANCE	\$1,475,133.97

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He also reported the following balances for the Payroll Account:

OPENING BALANCE	\$ 27,097.31
TRANSFER	\$
INTEREST	+ \$ 1.57
SUB-TOTAL	\$ 27,098.88

PAYROLL FEES	-\$ 5,103.35
PAYROLL FEES	-\$ 109.73
PAYROLL PAID	-\$ 10,871.86
TRASFER	+
CLOSING BALANCE	\$11,013.94

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

PUBLIC COMMENT: There ten (10) members of the public in attendance at the end of the meeting. William Gotto asked several questions pertaining to the new annual physical policy that the board is looking at implementing. There was an open discussion with Mr. Gotto and the board. The board stated that they do not have all of the answers to Mr. Gotto's questions, as the board is in its infancy stage and is still obtaining additional information pertaining to the program prior to making a decision on whether or not to change the policy.

EXECUTIVE SESSION: There was no Executive Session.

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

The meeting closed at 22:57 hours.

Respectfully Submitted:



Michael L. Acampora
Clerk of the Board