

THE BOARD OF FIRE COMMISSIONERS

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

Regular Meeting, June 14, 2016

Chairman Gregory Scarlato called the meeting to order at 20:00 hours.

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, Acampora, Bommer, Stalling, and Bailey all present.

It was noted that there were two (2) 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 May 9, 2016 were posted. The Clerk then read the minutes of the Regular Meeting of May 10, 2016.

A motion to approve both minutes was made by Commissioner Bommer and seconded by Commissioner Bailey, and passed by the board.

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

bound tree medical	\$ 650.47
Optimum	\$ 110.49
Cit	\$ 99.00
kaldor emergency lighting	\$ 14.26
bobs uniform shop	\$ 425.00
ers fleet repair	\$ 7,309.66
american water	\$ 2,615.80
brick utilities	\$ 7,781.40
liberty mutual	\$ 3,910.50
advance auto parts	\$ 155.90
motorola solutions	\$ 310.50
new jersey div of taxation	\$ 1,028.09
fire and safety	\$ 4,967.97

monmouth county treasurer	\$ 61.00
ramtown fire co utilities	\$ 7,250.00
jersey coast fire equipment	\$ 67.00
east coast emergency lighting	\$ 1,741.02
Verizon	\$ 2.45
Gregory scarlato reb refreshments for joint board	\$ 139.05
motorola solutions pagers	\$ 22,545.00
taylor oil	\$ 573.41
james bailey	\$ 100.00
rich stalling	\$ 150.00
mike Acampora	\$ 150.00
billy bommer	\$ 150.00
gregory scarlato	\$ 150.00
jim eadicicco	\$ 150.00
tom connolly	\$ 150.00
jamey pallitto	\$ 150.00
rickey romono	\$ 150.00
colin murphy	\$ 150.00
access health	\$ 8,260.00
alpine software	\$ 3,418.57
bob hotmar for ul testing	\$ 100.00
marty kelly	\$ 150.00
TOTALS	\$ 75,136.54

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, present on my own bills
- Bommer – Yes, present on my own bills
- Stalling – Yes, present on my own bills
- Acampora – Yes, present on my own bills
- Bailey – Yes, present on my own bills

The motion passed unanimously: 5 – 0.

COMMUNICATIONS

Sent

- Liberty Mutual Insurance Self Audit
- Insurance Certificate from VFIS for Volleyball – Relay for Life at Howell High School

Received

- Notice from IRS
- ADP filing notice error
- NJ State Association of Fire Districts meeting minutes
- Sendzik & Sendzik – Payment of Claims Notice
 - OPRA request information
- May 2016 Executive Board minutes
- June 2016 Joint Board meeting minutes
- VALIC- Check for Austin Burke returned - \$1,669.00

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2015 LOSAP deposit returned, as he never opened an account and is away on Military leave

Letter from Chief Engine Martin Kelly regarding resignation of John Thompson

COMMITTEES

Executive Board: The Executive Board met on 5/26/16 and the meeting was attended by Commissioners Scarlato and Bommer. Joint Board meeting was held on 6/2/16 and all commissioners were in attendance, with the exception of Commissioner Stalling. The minutes of both meetings are attached and were discussed. Next executive board meeting is 6/23/16.

Chief's Report: Chief Eadicicco reported that all of the new pagers have been received and have been distributed to all active fire fighters. The Chief noted that the annual physicals need to be completed by firefighters by 10/31/16 and will continue to follow-up with the several members that have not received their physicals yet.

Chief Eadicicco reported that we should be receiving the new command vehicle within the next 2 weeks.

Chief Engineer: No report

Purchaser: Chief Eadicicco discussed purchasing 5 new portable radios for his line officers. The radios are as follows:

Motorola APX 8000 – the cost is \$7,796.10 per radio

After a long discussion, the Board verbally agreed to purchase six (6) Motorola APX 8000s and will prepare a resolution for the July 2016 meeting. The funds for this purchase will be taken from capital that was approved for upgrades to communication equipment.

The new emergency response guidebooks are out. The last version that was produced was in 2012. The Chief stated he would like to purchase 12 books at a cost of \$8 apiece.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to purchase 12 new emergency response books at a cost not to exceed a total of \$96.00. The motion passed unanimously by the Board.

A motion was made by Commissioner Bailey and seconded by Commissioner Stalling to purchase two (2) pop-up tents at a cost of \$100 per tent. The motion passed unanimously by the Board.

Chief Eadicicco stated that the new laptop for new command vehicle has been received.

NEW TRUCK: Command Vehicle 466

Chief Eadicicco stated that we should be receiving the new vehicle in the next week or two. He stated that he reviewed the equipment that is to be installed on the vehicle and has made additional upgrades as follows:

Additional lighting - \$1,949.56

Upgrades to console - \$1,150.00

Installation of computer - \$500.00

These upgrades are within the guidelines of the line items that were approved for the purchase of the vehicle.

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The Chief also stated that he would like to purchase the following radios for new command vehicle:

2 Motorola heads with dual band -	\$5,632.38
2 Motorola heads with single band -	<u>\$4,335.88</u>
Total	\$9,948.26

A motion was made by Commissioner Bommer and seconded by Commissioner Stalling to purchase the new radios for the command vehicle. Motion passed unanimously by the Board. This purchase will be part of the capital funds that were approved for communication equipment.

When the new command vehicle arrives it will have to be insured and registered prior to driving on the road. Chairman Scarlato and Clerk Acampora stated that they will handle this. Commissioner Bailey stated that 90% of the lights for the new command vehicle have been received by East Coast and will be sent to us.

OLD BUSINESS: Chairman Scarlato stated that KME is going to come and look at the locks on the passenger doors of Engine 480. They are also going to look at the brakes that are continually squeaking. If these items cannot be corrected during their visit, then the engine may have to go back to the KME plant to be serviced.

The Board received a letter from Chief Engineer Martin Kelly regarding the resignation of Engineer John Thompson effective 6/1/2016. Chief Engineer Kelly is requesting the Mr. Thompson receive 5 months of his stipend and he is requesting that Lieutenant Ricky Romano fill Mr. Thompson's engineer position. The Board had already approved Mr. Romano as an engineer back in January 2016 as a replacement from when Chief Engineer Kelly retired. It was noted that the Board will pay Mr. Thompson for his 5 months of service in December 2016, when all of the other fire fighter stipends are paid.

Chairman Scarlato stated that he has received the results of the fire fighter physicals. He has provided Chief Eadicicco the letters from Allied Health Systems stating what classification each fire fighter has been designated. Chairman Scarlato will distribute the firefighter results to the individual fire fighters. If they have any questions regarding their status, Chairman Scarlato will explain what they need to do in order to correct the issues.

NEW BUSINESS: Brush 494 light bar has been installed. The installation was not done properly, as the lights do not go on and off with the master battery switch in the truck. Commissioner Bommer will contact East Coast and have them correct the issue.

GOOD AND WELFARE: It was noted that a retirement party for Martin Kelly will be given by the fire company on 6/26/16 at 1pm. All department members and their families are welcome to attend.

JOINT PURCHASING COMMITTEE: None

APPLICATIONS/TERMINATIONS: An application for membership was received from DJ Lucas. The application was reviewed by the Board and DJ was approved. DJ will now be provided with instruction for obtaining his physical.

PAYROLL: None

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

OPENING BALANCE	\$ 21,269.97
INTEREST	\$ 4.33
TRANSFER	<u>\$ 80,000.00</u>
SUB-TOTAL	\$ 101,274.30
NJ-PERS TEPS Payment	-
Bills Paid	<u>-\$ 75,136.54</u>
CLOSING BALANCE	\$ 26,137.76

He also reported the following balances for the Savings Account:

OPENING BALANCE	\$1,444,411.89
DEPOSITS (LOSAP Checks)	\$ 1,669.00
INTEREST	<u>+ 239.45</u>
SUB-TOTAL	\$1,446,320.34
TRANSFER TO CHECKING	<u>- 80,000.00</u>
CLOSING BALANCE	\$1,366,320.34

He also reported the following balances for the Payroll Account:

OPENING BALANCE	\$ 769.57
TRANSFER	\$ 15,000.00
INTEREST	+ \$ <u> </u>
SUB-TOTAL	\$ 15,769.57

PAYROLL FEES	-\$
FEES	-\$
PAYROLL PAID	-\$ <u>-0-</u>
CLOSING BALANCE	<u>\$3,059.92</u> 15,769.57

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

PUBLIC COMMENT: There four (4) 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.

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 seconded by Commissioner Bommer. The motion passed unanimously by the Board.

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The meeting closed at 21:02 hours.

Respectfully Submitted:

A handwritten signature in blue ink, appearing to read "Michael L. Acampora", with a long, sweeping horizontal stroke extending to the right.

Michael L. Acampora
Clerk of the Board