

THE BOARD OF FIRE COMMISSIONERS

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

Regular Meeting, May 10, 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 four (4) 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 April 11, 2016 were posted. The Clerk then read the minutes of the Regular Meeting of April 12, 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:

Bills	Amount
Hartford steam boiler	\$ 110.00
Salvatore scarlato	\$ 195.00
James eadicicco	\$ 274.35
James eadicicco	\$ 101.50
Gregory scarlato	\$ 19.02
Gregory scarlato	\$ 54.26
Grainger	\$ 205.92
energy one	\$ 27.30
liberty mutual ins	\$ 3,910.50
NJ American water	\$ 2,615.80
cit	\$ 99.00
first due training and safety consultants	\$ 2,314.28

netlink web services llc	\$ 199.00
ers fleet repair	\$ 1,640.89
all industrial safety products inc	\$ 552.73
computer systems csm methods	\$ 6,192.53
optimum	\$ 110.49
nat alexander	\$ 324.80
Larson ford	\$ 39.15
fire and safety services	\$ 131.38
advance auto parts	\$ 49.98
Verizon	\$ 56.98
Michael Acampora	\$ 195.97
Asbury park press	\$ 186.75
Taylor oil co	\$ 502.27
TOTALS	\$ 20,109.85

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

The motion passed unanimously: 5 – 0.

COMMUNICATIONS

Sent

NJ American Water – non disclosure agreement
 Liberty Mutual Self Audit
 Bids for Command Vehicle Conversion packages received 4/15/16
 Physical letters were sent via certified mail to the following fire fighters:
 Robert Nichols
 Kevin King
 Bart Major
 Tim Smigelsky

Received

LOSAP distribution request from fire fighter Acampora
 NJ America Water – electronic hydrant file
 Brick MUA – electronic hydrant file
 VALIC – checks received from the following accounts that were closed due to non-vesting completion (5 years):

Fraser	\$ 3,095.83
Terraciano	\$ 5,145.83
Russell	\$ 6,715.80
Isetts	\$ 1,638.62
Weber	\$ 1,650.14
Dynak	<u>\$ 2,946.98</u>
Total	\$21,193.07

NJ DMV registration for tanker 495

Conversion Package Bid received from – Elite Energy and East Coast

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Return mail receipts that the certified letters were delivery to:

Robert Nichols
Kevin King
Bart Major
Tim Smigelsky

State of NJ Division of Taxation

Hartford Steam Boiler inspection notice – Failure

495 Certification from UL for Pump Testing – Pass certificate

490 Report from UL – Pump failed and needs to be adjusted

Sendzik & Sendzik – Notice to Bidders

Notice to Bidders Addendum #1

Media announcement – Notice to Bidders

US Department of Commerce – 2016 Governments Units Survey

COMMITTEES

Executive Board: The Executive Board met on 4/28/16 and the meeting was attended by Commissioners Scarlato and Bommer. Chairman Scarlato stated his disdain with the E-Board for the amount of time it has taken to move forward with the apparatus maintenance agreement. The joint chiefs are still developing a township wide turnout gear spec. Chief Lewis reported that the T-1 lines have not been installed due to a lack of funding. Next executive board meeting is 5/26/16. There will be a joint board meeting at station 19-4 on 6/2/16 at 8pm.

Chief's Report: Chief Eadicicco reported that he did not have the monthly reports ready yet, but he will provide them to us once they have been completed. He stated that he did receive the electronic hydrant files from the Clerk and he forwarded them on to Red Alert so they can import them into the software. The Chief stated that he has received the new pagers and they are all currently being programmed by the vendor. This should be completed by the weekend and he will distribute them once he receives them. Vehicle 466 is leaking oil and he will try to find out the issue.

Chief Engineer: Chief Eadicicco stated that the miscellaneous medical supplies have been ordered.

Purchaser: Chief Eadicicco reported that he has received the pagers and has begun handing them out to all fire fighters. He also received the antennas and batteries for the portable radios. The floor liners have been received for Unit 467. The new command vehicle has been ordered. Still need to purchase office supplies and storage room closet hardware. The accountability boards have not been ordered yet.

Chief Eadicicco discussed purchasing the following computer software:

- Truck Bay Bulletin Board - \$1495, plus \$600 installation
- 2 TV monitors for the bays at \$350 each, totaling \$700
- Mounts for the TVs at \$110 each, totaling \$220
- HDMI cables – 4 @ \$25 each totaling \$100
- Network Rack - \$270

Waiting for 19-3 to do away with the Fire Tracker software and move to Red Alert in order to use the CAD system. 19-3 may have to purchase another server in order to move forward with this.

A motion was by Commissioner Bommer and seconded by Commissioner Bailey to purchase all of the above reference computer software and audio visual equipment, not to exceed \$3,385. Motion passed unanimously by the Board.

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

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New laptop for the new command vehicle has arrived. The cost is \$5,885.69, which includes the mounting and installation. New Case Commander - \$1,420.00. These expenses will come out of the \$70,000 allowance that was approved to purchase the new command vehicle. A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to purchase the above referenced laptop and case. Motion passed unanimously by the Board. The Chief discussed purchasing a programing cable for the pagers at \$90 so we can program the pagers any time there may be an issue.

Chief Eadicicco discussed purchasing new portable radios. The radios he and the line officers are looking to purchase are as follows:

- Motorola XPX7000 – these radios are not capable of handling due band frequency
- Motorola XPX 8000 – can handle dual band and should take us through the next 10 – 15 years. Each radio costs \$6,000 and comes with 2 vehicle chargers, programming, and 4 year warranty.

The chief will forward additional paperwork on the Motorola XPX 8000 when he receives it. They will be requesting to purchase 5 portables at a cost of \$31,593.00.

NEW TRUCK: Command Vehicle 466

It was noted that the 2016 Suburban has been ordered.

The lighting package (which is under state contract) needs to be ordered through East Coast. Purchaser Bailey stated he will obtain the information from Chief Eadicicco and will order the lighting.

Chairman Scarlato read aloud Resolution #05102016-8 – Resolution Accepting Bids and Authorizing an Award of Contract for the Provisions and Installation of Equipment and Customized Cabinetry for Conversion of a 2016 Chevy Suburban. A motion was made by Commissioner Stalling and seconded by Commissioner Bailey to pass Resolution #05102016-8. A roll call vote was taken with the following results:

Scarlato – Yes

Bommer – Yes

Stalling – Yes

Bailey – Yes

Acampora – Yes

Resolution passed by a vote of 5 (yes), -0- (no)

OLD BUSINESS: Chairman Scarlato stated that the Joint Board is not moving fast enough on the joint maintenance contract. If the Joint Board does not move on this in the next 30 – 60 days, the District 4 Board will move forward on their own.

The donated multi-purpose gas meter has been installed on unit 486.

Fail Safe did not put back the correct amount of hose on Engine 475 when they tested the hose. The engine needs an additional 100 foot length of 5 inch hose.

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Received check from Valic closing out accounts for members that are no longer active in the fire company and have not reached their vesting service.

Chairman Scarlato thanked Chief Eadicicco for getting the members to attend the physicals. It ran well for our first time using Access Health Systems. Chief Eadicicco stated that station 19-3 will be having their physicals on 6/11/16 and if anyone needed to attend, please contact Access Health Systems and notify them that you will be attending the physicals at station 19-3. The following fire fighters still need to obtain their physicals by 10/31/16:

- Kevin King
- Bart Major
- Marty Kelly

Both Tanker 495 and Ladder 490 failed their recent UL pump test for vacuum leaks. ERS Fleet Service recently serviced both units and these problems should have been addressed. Tanker 495 recently passed the follow-up UL test, but Ladder 490 did not. Need to get ERS Fleet Service back here to correct the issue.

The board received an annual service contract from Alpine Software for approximately \$3500. The bill was discussed with the chief to find out his thoughts on renewing this contract. It was noted that the Clerk will contact Alpine Software to obtain additional information regarding this contract.

Commissioner Bommer obtained costs for the new patch that the fire company has approved to be attached to the Class A uniform jacket. Bob's Uniforms will charge \$425 for 100 patches (including initial setup fee) and \$3 per coat to sew them on (approximately 40 coats).

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to purchase the patches and have them sewn on by Bob's Uniforms, not to exceed \$545. The motion passed unanimously by the Board.

NEW BUSINESS: A letter was received from fire fighter Acampora requesting a distribution from his LOSAP account. Chairman Scarlato verified that fire fighter Acampora meets the requirements for his 5 years vesting. A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to approve the fire fighter distribution. The motion passed 4 -0, with one abstention.

Chairman Scarlato addressed the letter that was received from Hartford Steam Boiler pertaining to the failure of a few minor electrical items. He noted that these items were noted in the past, but we never failed because of them. He stated that he and Commissioner Bommer will work on getting these items corrected.

GOOD AND WELFARE: Commissioner Bommer asked the board if they should send anything for Donny Franklin's father's funeral. Donny is a former fire commissioner in District #3. It was noted that the board should not send anything, but it should be discussed at the fire company level.

JOINT PURCHASING COMMITTEE: None

APPLICATIONS/TERMINATIONS: None

PAYROLL: None

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

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OPENING BALANCE	\$ 22,758.27
INTEREST	\$ 10.55
TRANSFER	<u>\$ 20,000.00</u>
SUB-TOTAL	\$ 42,768.82
NJ-PERS TEPS Payment	- 1,389.00
Bills Paid	<u>-\$ 20,109.85</u>
CLOSING BALANCE	\$ 21,269.97

He also reported the following balances for the Savings Account:

OPENING BALANCE	\$1,443,000.22
DEPOSITS (LOSAP Checks)	\$ 21,193.07
INTEREST	<u>+ 218.60</u>
SUB-TOTAL	\$1,464,411.89
TRANSFER TO CHECKING	<u>- 20,000.00</u>
CLOSING BALANCE	\$1,444,411.89

He also reported the following balances for the Payroll Account:

OPENING BALANCE	\$ 3,034.37
TRANSFER	\$ 25.50
INTEREST	<u>+ \$.05</u>
SUB-TOTAL	\$ 3,059.92
PAYROLL FEES	-\$
FEES	-\$
PAYROLL PAID	<u>-\$ -0-</u>
CLOSING BALANCE	\$3,059.92

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

PUBLIC COMMENT: There nine (9) 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.

The meeting closed at 21:53 hours.

Respectfully Submitted:



Michael L. Acampora
Clerk of the Board