

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 9, 2016

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:

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, Stalling, and Bailey being present.

It was recorded that there were zero (-0-) members of public in attendance.

CRITICAL CORRESPONDENCE:

Clerk Acampora referenced all correspondence that was received and sent out, as will be noted in the next regular meeting minutes on 5/10/16.

OLD BUSINESS:

Annual maintenance contract with Alpine Software received in the amount of \$3,418.57. It states it went into effect 2/1/2016, but we are just receiving bill now. Can the bill be prorated, as we are now 3 months past the initial due date? What does it cover? We will discuss with the chief in more detail at tomorrow night's meeting.

Joint Board fleet maintenance bid was addressed again at the last Executive Board meeting. The Executive Board is not moving fast enough on this item and if it is not approved by the July 2016 meeting, District 4 will continue to move forward with signing a maintenance agreement on their own.

Commissioner Bommer received prices from Bob's Uniforms for the new company patch. The patches will cost \$4.25 each, at 100 patches is \$425. The application fee to attach the patch to the jacket is \$3, or \$120 for 40 jackets. Total cost will be \$545.

The donated multi-purpose gas meter has been installed in unit 486. The additional parts were obtained and the unit is installed in the driver's side front compartment.

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When Fail Safe tested the hose on Engine 475, they did not put enough 5 inch hose back in the hose bed. There is only 900 feet of 5 inch hose on Engine 475 and there needs to be a minimum of 1,000 feet. The Chief will be notified of this issue.

The conversion bid for the new command vehicle is being awarded to Elite Emergency Lights, Lakewood, NJ. The purchaser and the Chief will work together with Elite to make sure they are ready for the delivery of the new command vehicle within the next 90 days.

NEW BUSINESS:

We received a letter from the State of NJ regarding the failure of the boiler inspection at the fire house. The state inspected the boiler and found the following issues:

- Need a separate lockout for the electric
- Change the position of the relief valve

Commissioner Bommer will handle contacting someone to correct these items.

The Chief Engineer had approved a bill in excess of \$5,000 for repairs to the brakes of one of the apparatus. The Chief Engineer did not receive approval from the Board to move forward with this repair. It was noted that this was an emergency repair and that the Chief Engineer was spoken to regarding what type of approval he needed prior to moving forward with such a large repair. All large repairs going forward will have to be approved the Board prior to work being completed.

We received a check from Valic in the amount of \$21,193.07 for several accounts that were closed due to inactivity and non-vesting. There are still 3 additional checks that we are waiting to receive from Valic. These funds will be deposited back into the Board's savings account.

The Board will be hosting the Joint Board meeting at station 19-4 on 6/2/16. Chairman Scarlato will take care of getting food and beverages for after the meeting. He will be getting the food from Spanos.

The Board discussed the possibility taking a new Board picture on Memorial Day if all Board members are going to be present.

The Board will be adopting a policy in which we will no longer be accepting bids from companies that are members are affiliated with.

EXECUTIVE SESSION: None

NEW TRUCK: None

PAYROLL: None

TREASURER'S REPORT: Following the completion of the voucher and check entry by Treasurer Stalling, he reported 25 bills totaling \$20,109.85. In order to cover the expenses, \$20,000.00 will be transferred to the general account. The check that we receive from Valic in the amount of \$21,193.07 will be deposited into the savings account. The Treasurer's Report was accepted on a motion

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by Commissioners Acampora and seconded by Commissioner Stalling. The motion was passed unanimously by the board.

GOOD AND WELFARE: Nothing was reported.

PUBLIC COMMENT: There were zero (0) members 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 Stalling and Bommer, and passed by the board.

The meeting closed at 21:45 hours.

Respectfully Submitted:



Michael L. Acampora
Clerk of the Board