

THE BOARD OF FIRE COMMISSIONERS

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

Regular Meeting April 11, 2017

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

Chairman 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 know thereof, posted as follows:

- Published in the Asbury Park Press on December 16, 2016
- Published in the Howell Times on December 24, 2016
- Filed written notice with the Township Clerk on December 14, 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, Bailey, Stalling, and Acampora all in attendance. Commissioner Bommer was not in attendance.

It was noted that there were zero (0) members of the public in attendance.

Administering the Oath of Office: None

The Clerk reported that the regular workshop Meeting Minutes of March 13, 2017 were posted on the Fire Company Bulletin Board outside the meeting room at the fire house. The Clerk then read the minutes from the regular business meeting on March 14, 2017.

A motion to approve both minutes was made by Commissioner Stalling and seconded by Commissioner Bailey. The motion passed unanimously by the Board.

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

all industrial safety products inc.	\$ 1,325.00
liberty mutual ins	\$ 10,212.00
Roy press inc	\$ 465.00
Verizon	\$ 155.88
njawc	\$ 2,615.80

bobs uniform shop	\$ 90.95
Asbury park press	\$ 377.60
advance professional	\$ 118.96
Sal Scarlato	\$ 200.89
Sal Scarlato	\$ 75.00
Taylor oil	\$ 841.82
air power international inc	\$ 1,950.00
optimum	\$ 117.75
brick utilities	\$ 7,781.40
bobs uniform shop	\$ 131.95
defender	\$ 305.00
netlink web service	\$ 199.00
csm	\$ 5,398.62
Michael Acampora	\$ 19.60
Toshiba	\$ 194.00
batteries plus bulbs	\$ 155.52
valic-aig	\$ 51,894.00
Election - Lawlor	\$ 175.00
Election - Zmuda	\$ 175.00
Election - Seitz	\$ 175.00
TOTALS	\$ 85,150.74

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 results:

Scarlato – Yes

Bailey – Yes

Stalling – Yes

Acampora – Yes, present on my own bills

The motion passed unanimously 4-0.

COMMUNICATIONS

Sent

Letter sent to the Fire Company regarding the replacement of the HVAC system

Received

Liberty Mutual Insurance – state required notices to be displayed in the fire house

Liberty Mutual Insurance – workers compensation policy

Sendzik & Sendzik – quarterly invoice

Fire bureau monthly reports

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Request for membership from membership committee and request for Class A uniform for Austin Higgins
VFIS – auto and property casualty policies and invoices

COMMITTEES

Executive Board

Meeting on 3/23/17 attended by Commissioners Scarlato and Bommer.
Station 19-3 will be receiving their new engine in the next 30 days.
Discussed the cost of replacing all the repeaters in 2018.
The next meeting will be on 4/27/17.

Chief's Report

All reports were submitted by the Chief.

Chief Engineer

The Chief Engineer reported that the oxygen fill station has been received from Brick Twp. The machine will be positioned and mounted in the compressor room. It will then need to be serviced by a reputable company.

The UL testing has been completed on the pumps and ladders and he is waiting for the reports, but he believes that all went well.

Purchaser

The Chief is requesting to purchase following equipment:

Various EMS supplies - \$2,400.00

Rescue rope for Ladder 490 - \$1,800.00

Extrication gloves for all fire fighters - \$1,152.00 (32 pairs)

Bailout equipment for new turnout gear - \$292.00

Two (2) black firefighting helmets - \$725.00

New 511 station shirts and shorts (50 units) – shorts - \$2,800.00
shirts - \$2,625.00

A motion was made by Commissioner Acampora and seconded by Commissioner Bailey to purchase ALL of the above referenced equipment. The motion passed unanimously by the Board.

Received five (5) portable radios and a charging bank to be installed in Engine 475. Still waiting on the five (5) microphones to go with the radios.

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OLD BUSINESS:

Eight (8) certified letters will be mailed to fire fighters informing them that they will be required to obtain a physical examination for 2017 and that Access Health Systems will be performing the annual physicals at the fire house on 5/13/17 at 9pm.

Chairman Scarlato reported that the Holmatro tool annual service has been scheduled and he will verify the date with ESI.

NEW BUSINESS:

Commissioner Scarlato reported that at the last E-Board meeting that Fire Bureau Chief Lewis discussed the possibility of replacing all the repeaters throughout the entire town. The repeaters that are currently in place are approximately 15 years old. The total cost will be approximately \$15,000 per fire district. Each district may be requested to budget this amount in their 2018 fire budget. The Board of Fire District No. 4 discussed the issue and has agreed to move forward with replacing the repeaters in 2018, pending on-going discussions at the E-Board and Joint Board meeting.

Chief Engineer is requesting funds to remove the desk in his room and additional parts to install the oxygen machine, not to exceed \$500. A motion was made by Commissioner Stalling and seconded by Commissioner Bailey to a lot the Chief Engineer \$500. Motion passed unanimously by the Board.

A motion was made by Commissioner Acampora and seconded by Commissioner Stalling to place out to bid requesting job costs to replace the HVAC system in the fire house. The bids will be advertised on April 18, 2017 and due back as sealed bids to the fire house and opened at 12 noon on Monday, May 9, 2017. Motion passed unanimously by the Board.

Commissioner Scarlato addressed the line officers regarding the renovations to the radio room. The Chief stated that he would like to form a committee made up of two (2) commissioners and three (3) line officers to develop a renovation plan and obtain cost estimates.

GOOD AND WELFARE: None

JOINT PURCHASING COMMITTEE: None

APPLICATIONS/TERMINATIONS: A motion was made by Commissioner Bailey and seconded by Commissioner Stalling to accept Austin Higgins as a firefighter and purchase him a Class A uniform. Motion passed unanimously by the Board.

PAYROLL: None

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TREASURER'S REPORT: Treasurer Stalling reported the following balances for the for the Board's accounts:

CHECKING ACCOUNT

OPENING BALANCE	\$ 20,210.04
INTEREST	\$ 4.03
BILLS (CIT)	\$ 206.04
VOIDED CHECKS	\$ 793.00
TRANSFER	\$ 75,000.00
SUB-TOTAL	\$ 95,801.03
NJ – PERS TEPS Payment	\$
SERVICE CHARGE	\$
BILLS PAID	\$ 79,611.36
CLOSING BALANCE	\$ 16,189.67

SAVINGS ACCOUNT

OPENING BALANCE	\$1,721,484.85
DEPOSIT (Howell Twp)	\$ 175,291.25
INTEREST	\$ 237.63
SUB-TOTAL	\$1,897,013.73
TRANSFER TO PAYROLL	\$
TRANSFER TO CHECKING	\$ 75,000.00
CLOSING BALANCE	\$1,822,013.73

PAYROLL ACCOUNT

OPENING BALANCE	\$24,522.02
TRANSFER	\$
INTEREST	\$ 1.66
SUB-TOTAL	\$24,523.68
PAYROLL	\$ 10,578.94
FEES	\$ 115.03
FEES	\$ 5,290.35
CLOSING BALANCE	\$ 8,539.36

The Treasurer's report was accepted on a motion by Commissioner Bailey and seconded by Commissioner Acampora, and passed unanimously by the Board.

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PUBLIC COMMENT: There was five (5) member of the public in attendance at the end of the meeting. Comments on agenda items were taken from the public while the items were being discussed by the Board.

EXECUTIVE SESSION: There was no Executive Session.

ADJOURNMENT: This concluded the business before the Board, so a motion was made by Commissioner Bailey and seconded by Commissioner Stalling to close the meeting. The motion passed unanimously by the Board.

The meeting closed at 20:37 hours.

Respectfully submitted:



Michael L. Acampora
Clerk of the Board