

# THE BOARD OF FIRE COMMISSIONERS

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

## Regular Meeting March 13, 2018

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 18, 2017
- Published in the Howell Times on December 23, 2017
- Filed written notice with the Township Clerk on December 14, 2017
- Posted written notice on the Official Bulletin Board at the Township Municipal Building
- Posted on [www.njfiredistricts.org](http://www.njfiredistricts.org)

The above postings indicate that Formal Action May Be Taken.

Roll call was taken with Commissioners Scarlato, Bommer, Stalling, and Acampora all in attendance. Commissioner Bailey was absent from the meeting.

It was noted that there were two (2) members of the public in attendance.

### **Administering the Oath of Office: None**

Commissioner Acampora reported that the regular workshop Meeting Minutes of February 12, 2018 were posted on the Fire Company Bulletin Board outside the meeting room at the fire house. He then read the minutes from the regular business meeting on February 13, 2018.

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



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**PAYMENT OF BILLS:** Commissioner Bommer presented the following bills for payment:

<b>Bills</b>	<b>Amount</b>
Witmer Public Safety	\$ 335.00
Netlink Web Services	\$ 199.00
VFIS	\$ 39,918.09
Bob's Uniform	\$ 137.95
Monmouth County Board of Election	\$ 66.00
Airpower	\$ 1,950.00
Roy Press	\$ 475.00
Verizon	\$ 155.88
Brick Utilities	\$ 7,781.40
Witmer Public Safety	\$ 345.00
NJ American Water	\$ 3,292.30
Taylor oil	\$ 140.20
Defender	\$ 5,484.82
Asbury Park Press	\$ 92.20
William Bommer	\$ 150.14
Michael Acampora	\$ 171.11
CIT	\$ 200.79
VALIC-AIG	\$ 47,852.00
Vidcom Electronics	\$ 2,045.00
State of NJ Treasury	\$ 975.43
<b>TOTALS</b>	<b>\$ 111,767.31</b>

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

- Bommer – Yes, present on own bills
- Scarlato – Yes
- Stalling – Yes
- Acampora – Yes, present on own bills

The motion passed unanimously 4-0.

## COMMUNICATIONS

### Sent

- VFIS claim information for Engine 480 accident
- VFIS repair quote to fix Engine 480

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## Received

NJ MMV-Registration renewal for Engine 480  
Howell Twp Quarterly tax invoices  
VFIS Auto Insurance policy renewal package  
Gladfeltter Insurance- Engine 480 auto insurance claim  
Junior Application – Chase Burke  
Sendzik and Sendzik: Election Publication notice  
Election Resolution Certification

## COMMITTEES

### Executive Board

Meeting was held on 2/22/18 and attended by Commissioner Bommer and Chairman Scarlato.

Nothing of importance was discussed at this meeting. Still discussing radio issues.

Next meeting will be held on 3/22/18.

### Chief's Report

All reports were submitted by the Chief.  
Assistant Chief Romano reported that Chief Connolly had hip surgery and is at home recovering. Should be out of commission for the next 4 – 6 weeks.  
Assistant Chief Romano reported that the line officers have been reviewing all the information from MSA and Scott and will make a presentation to the Board pertaining to their recommendation as to replacing the current SCBAs.

### Chief Engineer

Chief Engineer reported that that the Preset on Ladder 490 is not working and needs to be fixed.

Utility 486 – the door ajar light is still coming on. Will have service vendor correct the issue.

Engine 475 – 2 of the 6 batteries need to be replaced.

A motion was made by Commissioner Acampora and seconded by Commissioner Stalling to replace ALL six (6) batteries on Engine 475. Motion passed unanimously by the Board.



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The air compressor has been fixed and is up and working again. We need to make sure the door closed to the compressor room is closed to keep the engine exhaust from contaminating the machine.

Taker 495 – there is a possible air leak in the brakes. Will continue to monitor and will have service vendor inspect. We may want to look into installing a quick connect airline to Tanker 495 to make sure that the air pressure is always maintained.

## Purchaser

Satellite receivers for the engines and vehicles have been received.

## **OLD BUSINESS:**

Turnout gear for firefighters Weber and McMahon have been ordered. At this time, firefighter Weber has been issued turnout gear to perform his firefighting duties. Firefighter McMahon has not been issued turnout gear and will have to wait until the new turnout gear is received prior to participating in firefighting activities.

Chairman Scarlato reminded the line officers that they have been provided a list of information which ISO has requested so we can go through an insurance audit. Need this information as soon as they have compiled it.

## **NEW BUSINESS:**

Chairman Scarlato addressed the current medical leave policy that is in place. He stated that the Board is currently reviewing the policy with its legal counsel and will have a draft policy by the next Board's business meeting. The Chief and the Safety officers must enforce that all firefighter personal protective equipment (PPE) needs to be worn at all calls. If a firefighter is not able to wear their PPE or cannot perform the duties of a firefighter, then the firefighter needs to be removed from active status and placed on medical leave, until a written letter is received from a medical physician stating the firefighter is cleared and can return to active firefighting duties.

Assistant Chief Romano will be contacting firefighter Equils and notifying him that due to the current issue with his hand, he cannot perform active firefighting duties and will be placed on medical leave as of 3/14/18. He will not be able to return to active firefighting duties until he receives a medical physician's letter stating he can return to active firefighter status.

Chairman Scarlato reviewed an Understanding of Engagement proposal from Mohel, Elliott, Bauer, and Gass (MEBG) to act as an independent third party auditor to review



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our financial statements that are prepared annually by Barry J. Osborn, CPA. A motion was made by Commissioner Bommer and seconded by Commissioner Acampora to accept the Understanding of Engagement proposal from MEBG and approve MEBG as our auditor. The motion passed unanimously by the Board.

A motion was made by Commissioner Acampora and seconded by Commissioner Stalling to pay the firefighter LOSAP distributions to VALIC-AIG for all 28 firefighters that qualified for the allocation during 2017. Total dollar amount is \$47,852.00. The motion passed unanimously by the Board.

The fire company annual physicals will be held on Saturday, June 9, 2018 at 9am. All members needing physicals in 2018 will be provided paperwork and requested to sign up for their physical as soon as possible.

Firefighter James Eadicicco's pager was run over by one of the apparatus and has been destroyed. He has been issued a new pager. The pager was damaged beyond repair.

**GOOD AND WELFARE: None**

**JOINT PURCHASING COMMITTEE: None**

**APPLICATIONS/TERMINATIONS: None**

**PAYROLL:** Quarterly payroll was approved Chairman Scarlato and Clerk Acampora. A transfer of \$10,000.00 is being made to cover the first quarter payroll.

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

## CHECKING ACCOUNT

OPENING BALANCE	\$ 24,436.49
INTEREST	\$ 4.86
VOIDED CHECK #13831	\$ 452.00
TRANSFER	<u>\$110,000.00</u>
SUB-TOTAL	\$ 134,893.35

NJ – PERS TEPS Payment	\$
BILLS PAID (back taxes)	\$ 975.43
BILLS PAID	<u>\$110,791.88</u>
CLOSING BALANCE	\$ 23,126.04

## SAVINGS ACCOUNT

OPENING BALANCE	\$1,989,846.49
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DEPOSIT (VFIS refund)	\$ 5,068.55
INTEREST	\$ <u>638.67</u>
SUB-TOTAL	\$1,995,537.41
TRANSFER TO PAYROLL	\$ 10,000.00
TRANSFER TO CHECKING	\$ <u>110,000.00</u>
CLOSING BALANCE	\$1,875,553.71

## PAYROLL ACCOUNT

OPENING BALANCE	\$ 10,021.47
TRANSFER	\$ 10,000.00
INTEREST	\$ <u>4.86</u>
SUB-TOTAL	\$20,026.33

PAYROLL	\$
FEES	\$ 64.35
FEES	\$ <u>          </u>
CLOSING BALANCE	\$ 19,961.68

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

**PUBLIC COMMENT:** There was with six (6) 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 Stalling and seconded by Commissioner Bommer to close the meeting. The motion passed unanimously by the Board.

The meeting closed at 21:00 hours.

Respectfully submitted:



Michael L. Acampora  
Clerk  
Howell Board of Fire Commissioners  
District 4