

# THE BOARD OF FIRE COMMISSIONERS

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

## Regular Meeting August 11, 2020

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, 2019
- Published in the Howell Times on December 21, 2019
- Filed written notice with the Township Clerk on December 16, 2019
- 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, Bailey, and Acampora all in attendance.

It was noted that there were three (3) members of the public in attendance.

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

Commissioner Acampora reported that the regular workshop Meeting Minutes of July 13, 2020 were posted on the Fire Company Bulletin Board outside the meeting room at the firehouse. He then read the minutes from the regular business meeting on July 14, 2020.

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

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**PAYMENT OF BILLS:** Commissioner Bailey presented the following bills for payment for the month of August 2020:

<b>Bills</b>	<b>Amount</b>
tt coast buick	\$ 2,278.02
liberty mutual	\$ 2,903.44
optimum	\$ 169.57
cit	\$ 96.75
net link	\$ 199.00
Witmer	\$ 9,910.00
defender	\$ 466.95
Verizon	\$ 608.20
NJ American water	\$ 3,358.00
talior oil	\$ 497.43
ramtown fire co	\$ 23,833.33
taylor oil	\$ 144.24
defender	\$ 4,555.73
van wickle auto supply	\$ 191.99
power monkey	\$ 500.00
Howell fire district 2	\$ 510.00
<b>Totals</b>	<b>\$ 50,222.65</b>

A motion was made by Commissioner Stalling and seconded by Clerk Acampora to pay the bills for August 2020. A roll call vote was taken with the following results:

Scarlato – Yes, present on own bills

Bommer – Yes

Stalling – Yes

Bailey – Yes

Acampora – Yes

The motion passed unanimously 5-0.

## COMMUNICATIONS

### Received

State of NJ – Survey of Occupational Injuries

Sendzik & Sendzik – multiple resolutions for approval

Affidavit of Publication for purchase through Co-op

Affidavit of Publication for notice to bidders for turnout gear

Howell Twp. Fire bureau reports

### Sent: None

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## COMMITTEES

### Joint Board Meeting

Radio committee meeting attended by Commissioner Bailey with representatives from all fire districts, Howell Twp. Fire bureau, Howell Twp. Police department, and the township administrator. The meeting went well. Commissioner Bailey provided a list of all current radios that the department has and an additional list of equipment that the department would need to purchase/upgrade. The town may be able to pass a bond and purchase the equipment for the entire town and the Boards can then purchase the equipment from the township. This will reduce the cost to the Boards. There will be a future meeting held with State and all attendees of the first meeting to continue the process.

### Chief's Report

All monthly reports were turned in for review the Board

### Chief Engineer

Utility 487 – the battery kill switch has been installed and four (4) tires and seat repair will be completed in the coming weeks.

Ladder 490 – All batteries (6 in total) were replaced  
The steering box needs to be replaced  
Front end still needs to be aligned

### Purchaser:

The following items still need to be ordered:

- FAST Board
- Fire shelters
- Gear bags
- BLS pack packs

A motion was made by Commissioner Bommer and seconded by Commissioner Stalling to replace the hose bed tarp on Engine 475 at a cost not to exceed \$1,395. The motion passed unanimously by the Board.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to purchase eight (8) units of NARCAN to replace the expired units that are currently on the trucks (each unit contains 2 doses). The motion passed unanimously by the Board.

## TRUCK COMMITTEE:

Progress

## OLD BUSINESS:

Annual fire company physicals will be held on Saturday, September 26, 2020 from 9am – 12 noon at the firehouse. The Board has been notifying all members that need to attend.

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## NEW BUSINESS:

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to approve Resolution #08112020-01 RESOLUTION NOTIFYING THE PUBLIC OF THE BOARD'S INTENT TO CONTRACT WITH FIRE & SAFETY SERVICES, LTD. FOR FIRE APPARATUS/PUMPER PURSUANT TO NJSA 52:34-6.2(B)(3). A roll call vote was taken with the following results:

Scarlato - Yes  
Bommer - Yes  
Stalling - Yes  
Bailey - Yes  
Acampora - Yes

The motion passed unanimously by the Board with five (5) yes and Zero (-0-) no votes.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to approve Resolution #08112020-02 RESOLUTION ACCEPTING BIDS AND AUTHORIZING AN AWARD OF CONTRACT FOR THE PROVISION FIREFIGHTING PERSONAL PROTECTIVE EQUIPMENT (TURNOUT GEAR). A roll call vote was taken with the following results:

Scarlato - Yes  
Bommer - Yes  
Stalling - Yes  
Bailey - Yes  
Acampora - Yes

The motion passed unanimously by the Board with five (5) yes and Zero (-0-) no votes.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to approve Resolution #08112020-03 RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING FOR THE PROCUREMENT OF F-500 FOAM. A roll call vote was taken with the following results:

Scarlato - Yes  
Bommer - Yes  
Stalling - Yes  
Bailey - Yes  
Acampora - Yes

The motion passed unanimously by the Board with five (5) yes and Zero (-0-) no votes.

Captain Scarlato is looking into the computer back for the officer's computer. He believes that we may be able to do away with the contract with CSM for our monthly backup, as we may already have a backup through Alpine software.

Chairman Scarlato reported that the Board met with William Newbury, Qualified Purchasing Agent (QPA) at their workshop meeting last night. Mr. Newbury presented his qualification and a detailed plan pertaining to what he can do for the Board. He will providing a proposal to the Board to be discussed at our next meeting. The Board is looking to hire a QPA in 2021.

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Clerk Acampora reported that we received the insurance claim check from VFIS for the damage sustained by the light pole in the grove. The amount of the check was \$8,680. The Board will work with the fire company on replacing the light pole and fixture.

**GOOD AND WELFARE: None**

**JOINT PURCHASING COMMITTEE: None**

**APPLICATIONS/TERMINATIONS: None**

**PAYROLL: None**

**TREASURER'S REPORT:** Commissioner Stalling reported the following balances for the Board's account activity for the month of August 2020:

	<b>August 2020</b>	
<b>Operating Account</b>		
Opening Balance		\$36,127.72
Interest		\$4.21
Canceled Checks		
Transfers		\$50,000.00
		<u>\$86,131.93</u>
NJ PERS TEPS		
Bills Paid		\$50,222.65
Bills Paid		
Bills (Radio Consulting)		
Service Charge		
Ending Balance		<u>\$35,909.28</u>
<b>Savings Account</b>		
Opening balance		\$2,413,891.93
Deposit		\$8,680.00
Interest		\$603.67
		<u>\$2,423,175.60</u>
Transfers		\$50,000.00
Ending Balance		<u>\$2,373,175.60</u>

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## Payroll Account

Opening Balance	\$8,500.55
Interest	\$1.78
Transfer	
ADP	\$33.50
	<hr/>
	<b>\$8,535.83</b>

Payroll	
Fees	
Fees	
Ending Balance	<hr/>
	<b>\$8,535.83</b>

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

**PUBLIC COMMENT:** There were three (3) members of the public in attendance at the end of the meeting.

**EXECUTIVE SESSION:** None

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

The meeting closed at 20:45 hours.

Respectfully submitted:



Michael L. Acampora  
Clerk