

# THE BOARD OF FIRE COMMISSIONERS

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

## Regular Meeting November 8, 2022

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 ensure 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 November 17, 2021
- Published in the Howell Times on November 27, 2021
- Filed written notice with the Township Clerk on November 15, 2021
- 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, Stalling, Bailey, Romano, and Acampora all in attendance.

It was noted that there were five (5) members of the public in attendance, including Solicitor Sendzik-Haines, Accountant Kathleen Strack, and Auditor Robert Elliott.

Chairman Scarlato turned to the meeting over to Auditor Elliott to discuss and review the Board's 2021 audit. He stated that the Board is still in good financial condition and discussed the upcoming radio project and the results of the 10/31/22 election. Kathleen Strack then reviewed her proposed 2023 budget. After discussion on the budget, it was noted that Ms. Strack will need to adjust several figures and she will send the updated budget to the Board to review prior to December's meeting. The Board will need to have a Special Vote on 12/7/22 to approve the \$200,000 future capital projects expenditure to be put in the 2023 budget.

Chairman Scarlato informed Solicitor Sendzik-Haines that the Board would like to go out to bid in 2023 for a new service vendor. The current vendor will be notified of this by the Board in an adequate amount of time, per the current service contract. The Board will work with Solicitor Sendzik-Haines on developing the new bid spec.

Solicitor Sendzik-Haines stated that the annual fire commissioner election will be held on Saturday (2/18/23) from 2pm – 9pm.

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A motion was made by Commissioner Bailey and seconded by Commissioner Stalling to pass resolution #11082022-02 RESOLUTION SETTING DATE, TIME, AN PLACE OF THE ANNUAL FIRE DISTRICT ELECTION PURSUANT TO NJSA 40a:14-72(B). A roll call vote was taken with the following results:

Scarlato – yes

Stalling – yes

Bailey – yes

Romano – yes

Acampora- yes

Motion passes by vote of 5 – 0

## Administering the Oath of Office: None

### Minutes:

Commissioner Acampora reported that the regular workshop Meeting Minutes of October 10, 2022, 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 October 11, 2022.

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

**PAYMENT OF BILLS:** Commissioner Bailey presented the following bills for payment for the month of November 2022:

	<b>Bills</b>	<b>Amount</b>
1	all hands fire	\$ 791.94
2	Greg Scarlato	\$ 250.00
3	cit	\$ 96.75
4	optimum	\$ 169.81
5	common cents	\$ 1,514.15
6	Verizon wireless	\$ 380.10
7	tolls by mail	\$ 16.00
8	atlas welding	\$ 43.18
9	rich stalling	\$ 114.63
10	Taylor oil	\$ 2,142.15
11	new jersey american water	\$ 4,299.70
12	liberty mutual ins	\$ 3,849.75
13	access compliance	\$ 390.00
14	van wickle auto supply	\$ 395.98
15	continental fire	\$ 2,030.00

16	mike bruce	\$ 120.00
17	net link web service	\$ 199.00
18	mike acampora	\$ 250.00
19	mike acampora	\$ 70.40
20	Sendzik Sendzik	\$ 1,998.00
21	Sendzik Sendzik	\$ 155.36
22	ricki romano	\$ 250.00
23	colin murphy	\$ 500.00
24	pete realmuto	\$ 500.00
	<b>Total Bills</b>	<b>\$ 20,526.90</b>

A motion was made by Clerk Acampora and seconded by Commissioner Stalling to pay the bills for November 2022. A roll call vote was taken with the following results:

Scarlato – Yes  
 Stalling - Yes  
 Bailey – Yes  
 Romano – Yes  
 Acampora – Yes

The motion passed unanimously 5-0.

## COMMUNICATIONS

### Received

Monthly purchase report from William Newberry  
 Fire Bureau monthly reports  
 Koerner & Koerner – Proposed 2023 Budget  
 Sendzik & Sendzik – Notice of Persons Wanting Mail In Ballots  
 Notice of Special Election  
 Chief Murphy – Equipment purchase list

### Sent:

None

## COMMITTEES

### Joint Board Meeting

The radio project referendum passed in all 5 fire districts. District 2 has an issued where their election has voided to the fact that their election was not advertised 2 times prior to the election date. District 2 is currently working on what they will need to do in order to have the project move forward.

Next meeting will be Thursday, December 1, 2022, at 7:30pm.

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## Chief's Report

Assistant Chief Scarlato submitted all reports since the last meeting. He also stated that the Motorola bank charge and the EMS supplies have been received (still awaiting some items from the total EMS order). The line officers will be disposing of five (5) fire fighter helmets that are damaged beyond repair and outdated.

## Chief Engineer

No report given.

## Purchaser:

QPA Newberry reported on the status of the following equipment:

- MSA detectors – no update. Anticipated ship date was 10/16/22
- Ship date on Motorola charges is 12/2/22
- Boot sizing has been completed and PO was issued.
- Hose order has been ordered with an estimated time of receipt of 20 weeks
- Pro Bars have been ordered
- 5 “ valve – quote has been sent to the Board

A motion was made by Commissioner Bailey and seconded by Commissioner Romano to purchase the following equipment (see attached list)

- 5 pairs of fire fighter boots
- 5 Streamlight flashlights
- 3 Akron Brass Mid-Range Turbo Jet nozzles
- 2 red and 3 black fire fighter helmets
- Lock out kit
- 3 orange and 4 black helmet shields
- Smoke chine fluid

The motion was passed unanimously by the Board.

## **TRUCK COMMITTEE:**

New Engine:

Engine 474 has been received by Fire & Safety. Over next several weeks, the Board and line officers will work with Fire & Safety to have equipment mounted as per our specifications, prior to the Board taking delivery.

## **OLD BUSINESS:**

The election to approve the \$1MM spending referendum for the communications upgrade was passed by all 5 five districts. District 2's election has been determined to be invalid, as they did not advertise the election 2 times prior to the election. They are now working to see what they need to do so the project can move forward and be approved by the Township for bonding by 12/31/22.

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## NEW BUSINESS:

Chairman Scarlato informed the officers that the year-end fire fighter percentages will need to be posted for fire fighter review by 11/15/22. Any appeals will need to be file with the line officers and the final percentages need to be turned into the Board by 11/29/22.

A motion was made by Commissioner Bailey and seconded by Commissioner Stalling to pass resolution #11082022-01 RESOLUTION AUTORIZING NOTICE OF PUBLIC MEETINGS PURSUANT TO NJSA 10:4-18. A roll call vote was taken with the following results:

Scarlato – yes

Stalling – yes

Bailey – yes

Romano – yes

Acampora- yes

Motion passes by vote of 5 – 0

**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 November 2022:

	<b>November 2022</b>	
<b>Operating Account</b>		
Opening Balance		\$46,384.74
Interest		\$5.16
Canceled Checks		
Transfers		\$20,000.00
		<u>\$66,389.90</u>
NJ PERS TEPS		
Bills Paid		\$20,526.90
Bills Paid		
Bills (Radio		
Consulting)		
Service Charge		<u>                    </u>

Ending Balance                    **\$45,863.00**

**Savings Account**

Opening balance                \$2,740,981.32

Deposit

Interest                                \$1,745.51

**\$2,742,726.83**

Transfers                                \$20,000.00

Ending Balance                    **\$2,722,726.83**

**Payroll Account**

Opening Balance                \$5,594.41

Interest                                \$4.77

Transfer

ADP    \$21.46

**\$5,620.64**

Payroll

Fees

Fees

Ending Balance                    **\$5,620.64**

The Treasurer's report was accepted on a motion by Clerk Acampora and seconded by Commissioner Romano 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 and a motion was made by Commissioner Romano and seconded by Clerk Acampora to close the meeting. The motion passed unanimously by the Board.

The meeting closed at 20:55 hours.

Respectfully submitted:



Michael L. Acampora  
Clerk