

## **Regular Meeting November 12, 2024**

Chairman 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 22, 2023
- Published in the Howell Times on December 9, 2023
- Filed written notice with the Township Clerk on November 16, 2023
- 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, Bailey, Stalling, and Acampora in attendance. Commissioner Romano was absent from the meeting.

It was noted that there were four (4) members of the public in attendance.

Kathy Strack from Koerner & Koerner was present to discuss and review the 2025 budget. Kathy presented her figures to the Board for their review. The Board was happy with her recommendations and agreed to move forward with the budget as submitted. She stated she will send over the final budget figures to Clerk Acampora for presentation for approval at Decembers' Board meeting. The Board thanked Kathy for all her assistance.

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

### **Minutes:**

Commissioner Acampora reported that the regular workshop Meeting Minutes of October 7, 2024, 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 8, 2024.

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

**PAYMENT OF BILLS:** Commissioner Bailey presented the following bills for payment for the month of November 2024:

	<b>Bills</b>	<b>Amount</b>
1	Sendzik & Sendzik	\$ 2,160.00
2	Access Compliance	\$ 395.00
3	Micro Media	\$ 200.00
4	VFIS	\$ 3,734.00
5	NETLINK	\$ 199.00
6	Central Jersey Compliance	\$ 400.00
7	NJ America Water	\$ 4,950.99
8	Liberty Mutual	\$ 2,539.12
9	Optimum	\$ 175.54
10	Taylor Oil	\$ 1,043.73
11	CSM	\$ 356.00
12	Fire & Safety	\$ 2,434.05
13	Sal Scarlato	\$ 638.49
	<b>Totals</b>	<b>\$ 19,225.92</b>

A motion was made by Clerk Acampora and seconded by Commissioner Stalling to pay the bills for October 2024. A roll call vote was taken with the following results:

Scarlato – Yes  
 Bailey- Ye  
 Stalling - Yes  
 Acampora – Yes

The motion passed unanimously 4-0.

**COMMUNICATIONS**

**Received**

Sendzik & Sendzik – Affidavit of Publication – Synopsis of Audit  
 Updated OPRA procedures  
 William Newberry – Purchaser’s report  
 Credit application for IDSecurityOnline  
 Final SOGs as submitted by the Line Officers for Board approval  
 Township of Howell – CNC3 form

**Sent:**

N/A

## COMMITTEES

### **Joint Board Meeting**

Next Joint Commissioner meeting is 12/5/24 @ 7:30pm at Station 19-3.

### **Chief's Report**

Chief Murphy submitted all reports.

Chairman Scarlato informed Chief Murphy that the final year end percentages need to be submitted to the Board by 12/3/24.

Assistant Chief Scarlato stated that the FIT test machine is due to be sent out for its annual service and that the Board may receive an invoice for the freight charge.

### **Chief Engineer**

Chief Engineer Gilson provided the following updates:

Tanker 495 – needs new batteries and belts

Brush 494 – no issues

Ladder 490 – no issues

Engine 475 – needs new batteries

Engine 474 – no issues

Engine 480 – no issues

Utility 488 – no issues

Utility 487 – no issues

Command 466 – no issues

Command 467 – needs an oil change

### **Purchaser:**

Commissioner Bailey sent information to Purchaser Newberry to purchase the batteries and microphones from Motorola.

Still pending mounting brackets for struts and wench accessory kit.

A motion was made by Commissioner Bailey and seconded by Commissioner Stalling to purchase 20 pails of FOAM through Herbertsville Fire Department @ \$225 per pail.

They are purchasing a large amount and will receive a discount on the cost per pail. The motion passed unanimously by the Board.

A motion was made by Commissioner Stalling and seconded by Commissioner Bailey to purchase new helmet shields, fire fighter jacket names, shirt pins and badges for the new line officer positions of Chief, Assistant Chief, Captain, Lieutenant, and Second

Lieutenant. Sal Scarlato will handle purchasing these items. The motion passed unanimously by the Board.

A motion was made by Commissioner Acampora and seconded by Commissioner Bailey to purchase four (4) helmet liners. The motion passed unanimously by the Board.

**TRUCK COMMITTEE:**

QPA Newberry has been looking for our new command vehicle. He requests that we join the Burlington County Cooperative #CK04 in order to purchase the vehicle. A motion was made by Commissioner Stalling and seconded by Commissioner Bailey to pass Resolution #11122024-04-RESOLUTION AUTHORIZING THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO.4, TOWNSHIP OF HOWELL, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, TO ENTER INTO THE NEW JERSEY COOPERATIVE PURCHASING ALLIANCE COOPERATIVE PRICING AGREEMENT. A roll call vote was taken with the following result:

Scarlato – yes  
Stalling – yes  
Bailey – yes  
Acampora – yes

The motion passed unanimously 4-0.

**OLD BUSINESS:**

Chair Scarlato stated that one fire fighter has not yet received his physical for 2024. The Board will be sending this firefighter a letter stating it needs to be completed by 12/10/24 or the Board will have to suspend the firefighter until a clear physical has been received by the Board.

Chairman Scarlato stated that the Board received the revised SOGs for Section 9 – Training Requirements. The Board made some minor revisions to the document and reviewed them with Chief Murphy and Assistant Chief Scarlato.

A motion was made by Commissioner Bailey and seconded by Commissioner Stalling to accept the SOGs for Section 9 – Training Requirements, with the Board revisions. The motion passed unanimously by the Board. It was noted the Clerk Acampora will be sending a copy of the new SOGs Section 9 – Training Requirements to the Ramtown Fire Company.

**NEW BUSINESS:**

A motion was made by Commissioner Stalling and seconded by Commissioner Bailey to approve Resolution #11122024 – 01 RESOLITON SETTING DATE, TIME, AN PLACE OF THE ANNUAL FIRE DISTRICT ELECTIONS PURSUANT TO NJSA 40A:14-72(B). A roll call vote was taken with the following result:

Scarlato – Yes  
Stalling - Yes  
Bailey- Yes  
Acampora – Yes  
The motion passed unanimously 4-0.

A motion was made by Commissioner Stalling and seconded by Commissioner Bailey to approve Resolution #11122024 – 02 RESOLITON AUTHORIZING NOTICE OF PUBLIC MEETINGS PURSUANT TO NJSA 10:4-18. A roll call vote was taken with the following result:

Scarlato – Yes  
Stalling - Yes  
Bailey- Yes  
Acampora – Yes  
The motion passed unanimously 4-0.

A motion was made by Commissioner Stalling and seconded by Commissioner Bailey to approve Resolution #11122024 – 03 RESOLITON ESTABLISHING A TEMPORARY BUDGET PURSUANT TO NJSA 40A:14-78.17. A roll call vote was taken with the following result:

Scarlato – Yes  
Stalling - Yes  
Bailey- Yes  
Acampora – Yes  
The motion passed unanimously 4-0.

**GOOD AND WELFARE: None**

**JOINT PURCHASING COMMITTEE: None**

**APPLICATIONS/TERMINATIONS:**

The membership committee submitted the following four (4) junior member applications on behalf of the fire company:

Nicholas Bilello  
Adrianna Marshall  
Andrew Marshall  
Aiden Ramsey

A motion was made by Commissioner Bailey and seconded by Commissioner Stalling to accept the four (4) junior members as presented to the Board. The motion passed unanimously.

**PAYROLL: None**

**TREASURER'S REPORT:** Commissioner Stalling reported the following balances for the Board's account activity for the month of October 2024:

**October 2024 - Amboy Bank**

**Operating Account**

Opening Balance	\$30,674.57
Interest	\$26.05
Transfers	
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	<b>\$30,700.62</b>
Service Charge	\$0.00
Ending Balance	<hr/>
	<b>\$30,700.62</b>

**Savings Account**

Opening balance	\$1,362,453.93
Interest	\$4,050.03
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	<b>\$1,366,503.96</b>
Transfers	
Transfers- Payroll	
Ending Balance	<hr/>
	<b>\$1,366,503.96</b>

**Payroll Account**

Opening Balance	\$7,375.24
Interest	\$6.26
Transfer	
ADP	
	<hr/>
	<b>\$7,381.50</b>
	\$0.00
Payroll	
Fees	
Fees	
Ending Balance	<hr/>
	<b>\$7,381.50</b>

## October 2024 - Manasquan Bank

### Operating Account

Opening Balance	\$42,286.98
Interest	
Voided Check #10060	
Voided Check #10082	
Transfers	\$100,000.00
Transfers	
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	<b>\$142,286.98</b>

NJ PERS TEPS	
Bills Paid	\$82,616.17
Overdraft fee	\$35.00
Bills (Radio Consulting)	
Service Charge	\$0.00
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Ending Balance	<b>\$59,635.81</b>

### Savings Account

Opening balance	\$1,213,383.80
Deposit Howell Twp	\$264,875.42
Refund Gladfelter	
Interest	\$4,374.07
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	<b>\$1,482,633.29</b>

Transfers	<b>\$100,000.00</b>
Transfers	
Transfers	
Transfers- Payroll	
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Ending Balance	<b>\$1,382,633.29</b>

### Payroll Account

Opening Balance	\$10,000.00
Interest	
Transfer	
ADP	
	<hr/>

	<b>\$10,000.00</b>
	\$0.00
Payroll	
Fees	
Fees	
Ending Balance	<u><b>\$10,000.00</b></u>

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

**PUBLIC COMMENT:** There were nine (9) 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 Bailey and seconded by Clerk Acampora to close the meeting. The motion passed unanimously by the Board.

The meeting closed at 20:50.

Respectfully submitted:

Michael L. Acampora  
Clerk