

### Regular Meeting, October 8, 2013

Chairman Raymond Equils called the meeting to order at 20:00 hours, followed by the Pledge of Allegiance.

Chairman Equils then read the Opening Statement, noting this meeting was advertised on Sunday, December 30, 2012 in the Asbury Park Press and posted on two (2) municipal Bulletin Boards and in the firehouse, as required by the Open Public Meetings Act, commonly referred to as "The Sunshine Law."

Roll call was taken with Commissioners Eadicicco, Equils, Kelly, Scarlato and Stalling being present. It was recorded that Chief Bob Nichols and three (3) firefighters were present at the start of the meeting. It is also recorded that there were zero (0) members of the public present at the start of the meeting.

The Clerk reported that the minutes of the Regular Workshop Meeting of September 9 and the Special Truck Workshop Meeting of October 4 were posted. The Clerk then read the minutes of the Regular Meeting of September 10. A motion to approve all minutes was made by Commissioners Scarlato and Eadicicco, and passed by the board.

**PAYMENT OF BILLS .....** Purchaser Eadicicco presented the following bills:

LabCorp	\$264.00
E-Dispatch	1,074.00
Gregory Scarlato	34.99
New Jersey Turnpike Authority	0.75
Eppy's Tool & Equipment	1,160.63
Quality Communications	565.07
Gregory Scarlato	52.00
Colin Murphy	52.00
James Bailey	52.00
James Eadicicco	52.00
Bricktown Medical Group, PA	640.00
Fire Fighters Equipment Company	485.00
ERS Fleet Repair	280.00
Nat Alexander Company	93.59
NEPM -Jr Hats	265.00
Underwriters Laboratories	1,125.00
ERS Fleet Repair	117.50
Asbury Park Press	173.00
Van Wickle Auto Supply	675.84
Gall's Quartermaster	507.95
Verizon Wireless	52.19
Bound Tree Medical, LLC	62.42
CIT Technical Fin Svcs	101.00
Foremost Promotions	559.22
BWP-Carquest Auto Parts	13.90
LifeSavers, Inc.	735.12

New Jersey American Water Company	\$2,528.80
NetLink Web LLC	+ \$199.00
<b>TOTAL ALL BILLS</b>	<b>\$11,805.07</b>

The bills were paid on a motion by Commissioners Stalling and Scarlato, and passed by the board.

**COMMUNICATIONS .....** The following correspondence was sent:

VFIS of New Jersey	Request for Liquor Host Insurance
The Asbury Park Press	Legal Notice – Audit Synopsis (2 Separate Publications)
The Asbury Park Press	Legal Notice – Special Workshop Meetings
Howell Township Clerk	Legal Notice – Special Workshop Meetings
Howell Fire Bureau	Legal Notice – Special Workshop Meetings

The following correspondence was received:

Ryan DeVosa	Junior Firefighter Application
Amboy Bank	3 Account Statements
Howell Twp. Finance Dept.	Tax Allotment Check #71281 = \$186,003.00
The Asbury Park press	2 Affidavits of Publication
Robert H. Hotmar	Agreement of Understanding
Chief Engineer Martin Kelly	Notice to Brick MUA on Hydrant Obstructions
Eppy's Tool & Equipment Warehouse	NJ Business Registration Certificate
James Gaul & Gregory Scarlato	Medical Examination Forms
James Eadicicco & Richard Robertiello	Medical Examination Forms
VFIS of New Jersey	Certificate of Insurance – Liquor Host Coverage
Amboy Bank	GUDPA Certification ending June 30, 2013
Blue Tarp Financial	Account Statement
Global Computer Supplies	Account Statement
Bricktown Medical Group, PA	Account Statement
Campbell Supply Company	Account Statement – Credit Balance Due
Witmer Public Safety Group	Account Statement – Erroneous Billing Charges
Meridian Health	2 Notices – Unpaid Worker's Compensation Claims
Provider Services (MD's)	3 Notices – Unpaid Worker's Compensation Claims
Liberty Mutual Insurance Group	Notice – On Line Claims Management
Howell Fire Bureau	JULY Executive Board Minutes, Monthly & Inspections
NJ-DCA – GovConnect	Notices 7/31, 7/20, 9/6, 9/11, 9/18, 9,24, and 2014 Budget Submission Documents.

**COMMITTEES.....**

Executive Board..... Chairman Equils reported on the meeting held Sept 26, attended by himself only. Vice Chairman Scarlato was absent due to work. He reported no action on the issues regarding the “Joint Board” formation, noting a strong effort is needed for something to happen at the December meeting.

He reported no resolution yet, but progress is being made on securing estimates to replace the storm damaged radio communications tower. Next meeting is Thursday, Oct 24.

Chief's Report..... Chief Bob Nichols submitted only his vehicle report, no other reports submitted. 1<sup>st</sup> Asst Chief Jim Bailey also submitted his vehicle report.

Chief Nichols reported Insurance Services Organization (ISO) has forwarded a list of items they need for a ratings survey. List includes 3 most recent years of test results on Ladder 490 and pumpers.

He then reported taking Unit 466 to East Coast Emergency Lighting to repair Command Center Console. Part was ordered and the cabinetry was tightened.

The chief reported Fire Prevention activities are taking place this week, including school visits and the Open House.

The new turn out helmets were delivered. There will be two (2) drills this month. One is a Live Burn at the Monmouth Fire Academy. Second drill's topic is yet to be announced.

Chief Engineer ..... Chief had no written or verbal report.

Purchaser ..... Purchaser Eadicicco reported cost for SCBA Testing is \$36.00 per pack, multiplied by 32 packs, for a total cost of \$1,152.00. He also noted testing again this year and in the year 2014 will re-establish the board's program of alternating Ground Ladder and SCBA testing each year.

Commissioners Eadicicco and Scarlato made a motion to approve the testing, and the motion was passed unanimously by the board.

On purchasing the Rear Back up Camera for Unit 486 (cost of \$1,695.00) and the Front Brow Light for Engine 475 (cost of \$1,997.00) as quoted by NJ Emergency Vehicles. A motion to approve the purchases was made by Commissioners Scarlato and Stalling, and passed unanimously by the board.

Purchaser Eadicicco reported all Public Education Materials and hand/air tools were delivered. Only outstanding tool issue is the portable "Pancake" style air compressor.

Chief Nichols noted there was a question if the "Pancake" style will have enough P.S.I. to run the air tools. He suggested a 5.2 c.f.m. free air compressor instead, although the cost is another \$136.00, now totaling \$486.00.

Commissioners Kelly and Eadicicco made a motion to purchase the recommended unit. The motion passed on a 3 yes to 2 no vote, with Commissioners Scarlato & Stalling voting "No."

Vice Chairman Scarlato reported one DeWalt Battery Charger went bad. He made a motion, seconded by Commissioner Kelly to purchase a new unit, cost estimated between \$50.00 and \$60.00. The motion was passed unanimously by the board.

The board then approved, at the request of and in consultation with Chief Nichols, the following items:

- Reserve Funds for the Fire Bureau Communications System @ \$5,000.00;
- Additional Motor Fuels @ \$2,000.00
- 4 Sets of Turn Out Gear & 1 Singular Turn Out Jacket @ \$11,000.00
- 3 Class "A" Uniforms @ \$1,500.00
- Upgrade Lighting for Tanker 495 @ \$7,500.00
- SCBA Mask Fit Testing Unit @ \$8,600.00
- Back Up Camera (486) & Brow Light (475) @ \$3,600.00
- Firefighter Issued Door Chocks @ \$239.20
- Additional SCBA Masks @ \$600.00
- Compressor for Air Tools @ \$500.00
- New Towing Hitch for Unit 488 @ \$75.00

Commissioners Scarlato and Stalling made a motion to authorize the purchase of the above enumerated items. The motion was passed unanimously by the board.

It was noted that this would bring the total purchases for the Material & Supplies Line Account to approximately \$99,375.00.

**NEW TRUCK .....** Per prior discussions, Commissioners Kelly and Stalling made a motion establishing dates for two (2) additional Workshop Meetings for the New Truck. Dates are Thursday, November 14 at 19:00 hours; and Thursday, November 21 at 19:00 hours.

The purpose of the meetings are to meet with the board's legal counsel and auditor, to make certain that all actions to purchase the new apparatus are in accordance with all applicable state statutes and other regulations. The motion was passed unanimously, and Clerk Kelly will publish the required legal public notices of the meetings.

**OLD BUSINESS .....** Report for lost radio is still an open issue. There was nothing to report on the status of any grants, due to the shutdown of the federal government.

Clerk will address issues of the second newspaper publication of the Audit Synopsis and the letter to the NJ Turnpike Authority, adding Purchaser Eadicicco to the account.

Per Attorney Sendzik, there has been no progress on pension issues yet, due to problems getting anything done in Trenton.

Lastly, the Clerk noted that Liberty Mutual is failing terribly in paying Worker's Compensation Claims. He will need to address this with them.

**NEW BUSINESS .....** The issue of name plates for the lockers was removed from the agenda, due to funding issues.

Commissioners Stalling and Kelly made a motion to purchase a new filing cabinet (4250.00) and business checks. Motion passed unanimously by the board.

At the request of the fire company Membership Committee, Commissioners Eadicicco and Stalling made a motion to purchase Class "A" uniforms for F'F's Bardsley, Hotmar, and Jerome. The motion was passed unanimously by the board.

**GOOD AND WELFARE .....** Discussed choice of color pattern for upgraded apparatus lighting. Choice between split modules with half blue/red units or alternated solid blue & red modules.

Motion made by Commissioners Kelly and Stalling to utilize solid single color lighting modules, with some being all red and some all blue; with alternating location placement on the apparatus. The motion was passed unanimously by the board.

**APPLICATIONS/TERMINATIONS .....** Applications for Active Members were submitted for Robert Hotmar; James Jerome; and Junior Firefighter Ryan Devosa. All were approved on a motion by Commissioners Eadicicco, and Scarlato, which was passed unanimously by the board.

**TREASURER'S REPORT .....** Treasurer Stalling reported the following:

OPENING BALANCE	\$14,782.72
INTEREST	3.53
TRANSFER	+ 10,000.00
SUB-TOTAL	\$24,786.25
EXPENDITURES	- 11,805.07
CLOSING BALANCE	\$12,981.18

He also reported the following balances for the Savings Account:

OPENING BALANCE	\$1,565,634.47
DEPOSIT	186,003.00
INTEREST	+ 237.35
SUB-TOTAL	\$1,751,874.82
TRANSFER TO CHECKING	- 10,000.00
CLOSING BALANCE	\$1,741,874.82

He also reported the following balances for the Payroll Account:

OPENING BALANCE	\$25,690.92
INTEREST	+ 2.03
SUB-TOTAL	\$25,692.95
PAYROLL EXPENDITURES	12,645.01
PAYROLL TAXES	4,336.70
PAYROLL FEES	- 105.00
CLOSING BALANCE	\$8,606.24

The Treasurer's Report was accepted on a motion by Commissioners Eadicicco and Kelly, and passed unanimously by the Board.

**PUBLIC COMMENT .....** There were four (4) firefighters and there were zero (0) member of the public in attendance. Comments on agenda items were taken while the items were before the Board for action. No non-agenda comments were offered.

**EXECUTIVE SESSION .....** There was no Executive Session.

**ADJOURNMENT .....** This concluded the business before the Board so a motion to adjourn was made by Commissioner Eadicicco and Stalling, and passed by the Board.

The meeting closed at 21:50 hours.

Respectfully Submitted,

Robert J. Kelly  
Clerk of the Board

RJK/rjk

### Workshop Meeting, October 7, 2013

Chairman Raymond Equils called the meeting to order at 19:00 hours, followed by the Pledge of Allegiance. Chairman Equils then read the Opening Statement, noting this meeting was advertised on Sunday, December 30, 2013 in the Asbury Park Press and posted on two (2) municipal Bulletin Boards and in the firehouse, as required by the Open Public Meetings Act, commonly referred to as "The Sunshine Law."

Roll call was taken with Commissioners Eadicicco, Equils, Kelly, Scarlato, and Stalling being present. It was also recorded that there were zero (0) line officers or firefighters present; and there were zero (0) members of the public present at the start of the meeting.

Purchaser Eadicicco began preparing the bills and vouchers, for recording and processing to print checks by Treasurer Stalling.

At the request of Vice Chairman Scarlato; the board discussed the need to develop a temporary budget. After discussion, it was informally decided that it was not necessary, as there are sufficient rules or regulations covering district financial operations between budget periods.

**CRITICAL CORRESPONDENCE:** Clerk Kelly reported the following:

Liberty Mutual Insurance Group – Clerk noted the insurance company is not paying claims within a reasonable period of time;

The Asbury Park Press – Did not print the Audit Synopsis two times as directed. Will submit a new order;

3 Membership Applications (2 Regular & 1 Junior).

**OLD BUSINESS:** Clerk needs to do letter to Turnpike Authority/EZPass, adding Purchaser Eadicicco to the list of approved persons for the account management.

**NEW BUSINESS:** Treasurer Stalling reported he needs to order a letter size filing cabinet and more district checks.

Purchaser Eadicicco brought up getting new name plates for the firefighters lockers. All agreed it was a good idea. Item will be placed on agenda for tomorrow's meeting.

**NEW TRUCK .....** Vice Chairman Scarlato noted the board needs to select two (2) dates for Special Meetings, to finish up the new truck. Purpose for these meetings is to meet with the district's legal counsel and auditor, so the district is in compliance with the new state purchasing program for apparatus. Item will be placed on tomorrow evening's agenda.

Vice Chairman Scarlato also noted the need to assemble a list of equipment on hand that will be required to be moved to the new truck; plus another list of equipment that potentially may need to be purchased. He volunteered to compile both lists. All agreed to have him do it.

**TREASURER'S REPORT .....** Following the completion of the voucher and check entry by Treasurer Stalling, he reported bills totaling \$11,805.07, requiring a transfer of \$10,000.00. These amounts agreed with the calculations prepared by Purchaser Eadicicco.

The Treasurer's Report was accepted on a motion by Commissioners Kelly and Scarlato, and passed unanimously by the board.

**GOOD AND WELFARE .....** Nothing was presented.

**PUBLIC COMMENT .....** There were zero (0) firefighters and zero (0) members of the public present, and there were no other comments offered.

**ADJOURNMENT .....** This concluded the business for the workshop, so a motion to adjourn was made by Commissioners Stalling and Kelly, and passed by the board.

The meeting closed at 20:33 hours.  
Respectfully Submitted,

Robert J. Kelly  
Clerk of the Board

RJK/rjk

**10/07/2013**