

Regular Meeting, February 11, 2014

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

Chairman Equils read the Opening Statement, noting this meeting was advertised on Sunday, December 29, 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 Equils, Eadicicco, Kelly, Scarlato and Stalling being present.

It was noted that one (1) line officer and two (2) firefighters were present at the start of the meeting; and 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 January 13 were posted. The Clerk then read the minutes of the Regular Meeting of January 14. A motion to approve both sets of minutes was made by Commissioners Scarlato and Stalling, and passed by the board.

PAYMENT OF BILLS Purchaser Eadicicco presented the following bills:

CIT Technologies Fin Svcs	\$101.00
First Priority Emergency Vehicles	7,353.54
Asbury Park Press	102.50
VALIC-AIG	42,952.00
NJ American Water Company	2,528.80
Verizon Wireless	46.72
BWP Carquest Auto Parts	43.36
Robert J. Kelly	160.00
Robert Lawlor	150.00
Colin Murphy	125.00
Richard Robertiello	125.00
John J. Wright	110.00
SJ Print Solutions	238.00
Robert J. Kelly	51.32
Liberty Mutual Insurance Group	12,127.00
Advanced Automotive & Diesel Service	603.18
LabCorp	88.20
NetLink Web Services	199.00
Alpine Software Corporation	1,223.88
Quality Communications Systems	94.30
East Coast Emergency Lighting	2-5.20
Skylands Area Fire Equipment	+ 11,941.90
TOTAL ALL BILLS	\$80,569.90

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

COMMUNICATIONS The following outgoing correspondence was recorded:

Asbury Park Press	Legal Ad - 2 nd Notice of Election
Howell Fire Bureau	Legal Ad – 2 nd Notice of Election
Howell Township Clerk’s Office	Legal Ad – 2 nd Notice of Election
Monmouth County Election Board	30 Absentee Ballots
Monmouth Superintendent of Elections	Request for Voter Registration Lists
Barry J. Osborn, C.P.A.	2014 Ballot for Review
Barry J. Osborn, C.P.A.	2 Resolutions Amending 2014 Budget
Bricktown Medical Group, PA	Accounts Receivable
SJ Printing	2014 Election Ballots
Howell Fire Bureau	Approval, Hydrant Plan – Woodmere @ Howell
Howell Fire Bureau	Approval, Hydrant Plan – Alpine Estates
CIT Financial Tech Svcs.	Copier Lease Cancellation Notice
Liberty Mutual Insurance Group	Document Submissions – 2 Injury Claims

The following correspondence was received:

Barry J. Osborn, C.P.A.	COPY – 2014 Budget Document
Barry J. Osborn, C.P.A.	Receipt- Sending Budget Amendments to DCA
NJDCA- Local Government Services	Approved 2014 Budget, with Amendments
Asbury Park Press	Affidavit of Publication
Liberty Mutual Insurance Groups	Policy Renewal Quote - \$24,250.00 Annually
NJ State Assoc of Fire Districts	Minutes of December 7, 2013 Meeting
Howell High School	Completed Working Papers for Ryan DeVosa
Amboy Bank	Three (3) Account Statements
Amboy Bank	2013 1099-INT Interest Statement
Point Bay Fuel Company	Notice – Acquisition by Taylor Oil Company
Blue Tarp Financial, Inc.	Account Statement
Drager	SCBA Product Information
Howell Fire Bureau	January Monthly & Inspection Reports
NJ-DCA, GovConnect	Notices – 1/13, 1/23, and 2/4.

COMMITTEES.....

Executive Board Chairman Equils reported on the meeting held January 23, attended by himself and Alternate Scarlato. He reported that District #2 completed their local enabling resolution, for creating the Joint Board. He has a copy of it for this district to approve under new business, following the necessary changes making it applicable to 19-4.

Chief Hotmar submitted his 2013 Year End Report. Inspector Michael Johnston resigned from the Bureau, and is now an employee of the NJ Division of Fire Safety. Part time Inspector Ira Matthews accepted the full time position created by Insp. Johnston’s leaving.

It was reported that Chief Hotmar had the first notice of Election and Availability of Absentee Ballots published in the newspaper on December 12, 2013.

Lastly, it was noted that dispatched form Howell PD are terrible quality, full of static and all scratchy. Issue will be brought up at the next Executive Board meeting if not repaired by then. (Attachments in file).

Chief's Report Chief Jim Bailey reported rear tail board light on Unit 466 was fixed, but not covered under warranty. But the siren repair was covered, and was done under warranty.

He and several others attended the "Training for Success" course at the Monmouth Fire Academy. Good course.

He asked how to proceed with prospective purchases. Clerk Kelly suggested he bring a list of items to the April meeting, so the board can start making decisions and moving on purchases. Other commissioners suggested discussions on big ticket items could start in March.

Chief Engineer It was reported the seat belt repair and the repair of the siren foot pedal in Engine 475 are complete.

Purchaser Purchaser Eadicicco noted the turn out gear order from Skylands Area Equipment is not yet completed. He will contact them. All informally agreed, that Clerk Kelly will hold Skylands' check in the district office, until such time as the order is complete.

NEW TRUCK Chairman Equils reported he has faxed the paperwork from last night's review of the items from the 1st Pre-Construction meeting, giving KME/Kovatch the necessary approvals to move forward.

He reported one additional item that needed decision, which was the finished appearance of the roll up doors and edging. It was informally agreed by all, the roll up doors will be red in color, with "silver" contrasting edges, to match the doors on Engine 475. Chairman Equils will report same to Matt, KME/Kovatch's Engineer.

OLD BUSINESS No old business was presented.

NEW BUSINESS Reaffirming decision last night at the Workshop; Commissioners Eadicicco and Scarlato made a motion to purchase replacement batteries from Bullard Industries, for the Thermal Imaging Camera in Engine 478, at a cost not to exceed \$300.00. The motion was passed unanimously by the board.

Chairman Equils announced it is time to start the 2014 Review of Driver Licenses, for persons driving district vehicles. He will start assembling to permission paperwork for individuals to sign.

Chairman Equils also stated that by the next meeting; he will have the Vehicle Use Agreements for all line officers to sign, for continued use of command vehicles.

RESOLUTION 02-11-14-01 – AUTHORIZING EXECUTION OF AN AGREEMENT CREATING THE HOWELL TOWNSHIP JOINT BOARD OF FIRE COMMISSIONERS. Ratifying discussions and actions at last night's Workshop Meeting; Commissioners Scarlato and Eadicicco introduced and seconded this resolution; which was subsequently passed unanimously on a Roll Call Vote, with Commissioners, Eadicicco, Equils, Kelly, Scarlato, and Stalling all voting in the affirmative. There were no negative votes, no abstentions, and no one absenting from the vote. (Certified copy in the file)

It was announced that in the future, the board would like all new active and junior members to come to a public meeting to be sworn in as district firefighters. This will also give the new firefighters an opportunity to meet the board and see what the board is responsible for.

Clerk Kelly presented a quotation for \$2,315.00 from Fail Safe Hose Testing, for testing fire house in 2014, noting it appeared to be in-line with the costs for last year.

Commissioners Scarlato and Kelly made a motion to approve the quote and to have Purchaser Eadicicco set up a date in May for the testing to be done.

GOOD AND WELFARE Vice Chairman Scarlato asked if there were any objections to him posting a drawing for the new truck on the board. No objections were voiced.

JOINT PURCHASING COMMITTEE Nothing was presented.

APPLICATIONS/TERMINATIONS No applications were presented.

TREASURER'S REPORT Treasurer Stalling reported the following:

OPENING BALANCE	\$11,770.44
INTEREST	3.40
TRANSFER	<u>+ 80,000.00</u>
SUB-TOTAL	\$91,773.84
NJ-PERS "TEPS" PAYMENT	- 184.26
EXPENDITURES	<u>- 80,569.90</u>
CLOSING BALANCE	\$10,019.68

He also reported the following balances for the Savings Account:

OPENING BALANCE	\$1,831,939.76
INTEREST	<u>+ 269.24</u>
SUB-TOTAL	\$1,832,209.00
TRANSFER TO CHECKING	<u>- 80,000.00</u>
CLOSING BALANCE	\$1,752,209.00

He also reported the following balances for the Payroll Account:

OPENING BALANCE	\$10,178.52
INTEREST	<u>+ 1.29</u>
SUB-TOTAL	\$10,179.81
PAYROLL FEES	- 98.50
PAYROLL FEES	- 40.00
PAYROLL PAID	-
PAYROLL TAXES	<u>-</u>
CLOSING BALANCE	\$10,041.31

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

PUBLIC COMMENT There were Two (2) officers and one (1) firefighter, 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.

EXECUTIVE SESSION There was no Executive Session.

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

The meeting closed at 20:48 hours.

Respectfully Submitted,

Robert J. Kelly
Clerk of the Board

RJK/rjk