

THE BOARD OF FIRE COMMISSIONERS

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

Regular Meeting July 12, 2016

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 January 8, 2016
- Published in the Tri-Town News on January 14, 2016
- Filed written notice with the Township Clerk on January 6, 2016
- Posted written notice on the Official Bulletin Board at the Township Municipal Building
- Posted on 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 six (6) members of the public in attendance. Also in attendance were the Board's attorney, Jay Senzik, and the Board's accountant, Barry J. Osborn.

Administering the Oath of Office: None

The Clerk reported that the regular workshop Meeting Minutes of June 13, 2016 were posted on the Fire Company Bulletin Board outside the meeting room at the fire house. The Clerk then read the minutes from the regular business meeting on July 14, 2016.

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

PAYMENT OF BILLS: Commissioner Bailey presented the following bills for payment:

Bills	Amount
james bailey two canopies	\$ 149.78
Vfis	\$ 1,357.43

american water	\$ 2,615.80
csm for tough book	\$ 5,135.69
liberty mutual	\$ 3,910.50
Cit	\$ 99.00
all industrial safety products	\$ 960.65
Optimum	\$ 110.49
netlink web services	\$ 398.00
access health systems physicals	\$ 1,050.00
talor oil	\$ 389.81
Verizon	\$ 59.50
Philips	\$ 543.00
hertrich fleet services new 466	\$ 42,987.00
TOTAL	\$ 59,766.65

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

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

The motion passed unanimously 5-0.

COMMUNICATIONS

Sent

- E-mail to Barry Osborn requesting him to attend the meeting on 7/12/16 to review the audit
- VFSI request to add the new command vehicle (2016 Suburban) to the our auto insurance

Received

- Insurance card from VFIS for the new command vehicle (2016 Suburban)
- Access Health Systems physical letters for:
 - Bart Major
 - James Bailey
 - Dennis Lucas
- Letter from James Gaul referencing his health issue found by during his annual physical
- Barry Osborn – Fraud Risk Questionnaire
- Letter from Chief Eadicicco pertaining to old command vehicle (Ford Excursion)
- Barry Osborn – Financial Audit

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COMMITTEES

Executive Board: The last E-Board meeting was attended by Commissioner Bommer. The Maintenance contract was not even discussed, so we assume the E-Board is not moving forward with this. Nothing was noted regarding the township gear spec, so we assume that they are not moving forward with this either. Chief Eadicicco stated that he has heard nothing regarding the gear spec either. Chief Eadicicco stated that nothing is getting accomplished at the Joint Chiefs meeting. Next E-Board meeting is 7/23/16,

Chief's Report Chief Eadicicco reported that Chief Engineer Martin Kelly resigned as of 6/30/16. He stated that he has appointed Joe Gilsenan to as Chief Engineer as of 7/1/16.

The new vehicle has been delivery to the company that is performing the outfitting of the vehicle. No work has been started yet because all the lights, radios, and equipment have not been received yet. Additional lights and speakers are being sent by East Coast and when all has been received, the work will begin.

Several new pagers still need to be given to some fire fighters.

The Chief has a meeting with Howell PF and Howell OEM pertaining to Howell day which is being held on 9/24/16.

Fire Marshall Stout received a complaint from Howell PD regarding our protocol for cutting vehicle car batteries at motor vehicle accidents. The Chief contact Captain Peleckia of the Howell PD and he stated that he has no idea who reported this to the fire marshal.

The First Responder class did not start this past weekend. First class will be on 7/16/16. So far 7 fire fighters will be attending.

Chief Engineer It was noted that we are down 1 engineer since the resignation of John Thompson. The position will be filled on 1/1/17. Chairman Scarlato discussed as to whether or not we need to fill this open position. Chief Engineer Gilsenan stated he will run the rest of 2016 with 4 engineers. It was also noted that any major vehicle repairs need to be reviewed and discussed with the board prior to receiving approval to move forward the repairs.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to accept Joe Gilsenan as the Chief Engineer. Motion passed unanimously by the board.

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Purchaser Commissioner Bailey stated that his still waiting to order the four (4) new response books for the vehicles

Two(2) SCBA packs need to be sent to Nat Alexander for repair.

One (1) SCBA bottle needs to be sent to Jersey Coast for hydro testing.

Chief has requested to purchase name patches for Danny Gaul and Connor McGowan's turnout gear. The cost is \$111 each. A motion was made by Commissioner Stalling and seconded by Commissioner Acampora to purchase the name patches at a maximum cost of \$222. Motion passed unanimously by the board.

Accountability sticks at a cost of \$100 each. Motion was made by Commissioner Bailey and seconded by Commissioner Bommer to purchase five (5) accountability sticks at a maximum cost of \$500. Motion passed unanimously by the Board.

New accountability boards need 14 magnets at a cost of \$59.50. Motion made by Commissioner Bommer and seconded by Commissioner Bailey to purchase the magnets at a maximum cost of \$59.50. Motion passed unanimously by the board.

Weather Tec floor mats needed for new Suburban at a cost of \$200. Motion made by Commissioner Stalling and seconded by Commissioner Bommer to purchase the Weather Tec floor mats at a maximum cost of \$200. Motion passed unanimously by the Board.

Chief Eadicicco stated he is looking into purchasing another hose rack. Tentative price is \$1,008. Chief Eadicicco is requesting to purchase additional SCBA shelf for \$98. Motion made by Commissioner Bommer and seconded by Commissioner Bailey to purchase the SCBA shelf and hose rack at a maximum cost of \$1,200. Motion passed unanimously by the board.

Chief Eadicicco stated that he is looking at moving back to the Goggles and getting rid of the helmet shields. He will make a decision before any new helmets are purchased.

The computer in the engineer's office is outdated. A new computer will cost approximately \$1,375. Looking at purchasing an I-pad or a laptop.

Engineer's desk needs a new chair. Motion was made by Commissioner Bailey and seconded by Commissioner Stalling to purchase a new desk chair for the engineer's desk at a cost not to exceed \$200. Motion passed unanimously by the board.

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The gas meter on Engine 475 needs a new battery. Motion was made by Commissioner Acampora and seconded by Commissioner Bailey to purchase the new battery for the gas meter. Motion passed unanimously by the board.

NEW TRUCK: Command Vehicle 466

The new Suburban was received by the board on 6/24/16. The truck has been delivered to the company in Lakewood that will be performing the additional work.

OLD BUSINESS

The doors on Engine 480 still are not flush with the truck and are not operating properly. The brakes are also still squeaking. Chairman Scarlato will contact the salesman to discuss how to rectify these issues.

New lights on Brush 494 were not installed properly. They are not wired to the master battery cut-off. Commissioner Bommer will handle contacting the company to correct. Motion was made by Commissioner Bailey and seconded by Commissioner Bommer to pass Resolution #07122016-8 Purchase of Pagers Under State Contract. A roll call vote was taken with the following results:

Scarlato – Yes

Bommer – Yes

Stalling – Yes

Bailey – Yes

Acampora – Yes

The motion passed unanimously, 5-yes, -0- no.

Motion was made by Commissioner Bailey and seconded by Commissioner Bommer to pass Resolution #07122016-9 Purchase of New Command Vehicle Radios Under State Contract. A roll call vote was taken with the following results:

Scarlato – Yes

Bommer – Yes

Stalling – Yes

Bailey – Yes

Acampora – Yes

The motion passed unanimously, 5-yes, -0- no.

Motion was made by Commissioner Bailey and seconded by Commissioner Bommer to pass Resolution #07122016-10 Authorization of Lin Item Transfer. A roll call vote was taken with the following results:

Scarlato – Yes

Bommer – Yes

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Stalling – Yes

Bailey – Yes

Acampora – Yes

The motion passed unanimously, 5-yes, -0- no.

Motion made by Commissioner Bailey and seconded by Commissioner Stalling to purchase six (6) portable microphones for the new APX8000. The cost is not to exceed \$2,500. The motion passed unanimously by the board.

A letter was received from Chief Eadicicco regarding the use of the old command vehicle – Ford Excursion. The board is requesting an SOG form the line officers on the when and how the vehicle will be used. The vehicle will need to be kept inside the bays and will not be allowed to be parked outside the building. The Board has approved the letter submitted by the Chief.

The Board of Fire Commissioners – District No. 4 is giving up on the Joint Board ever approving the vehicle maintenance plan currently under review for the entire town. Chairman Scarlato will contact the Board's attorney about developing a spec to put out to bid for District No. 4 for 2017. The bid will go out in October 2016 for approval in November 2016 and be included in the 2017 budget.

NEW BUSINESS: None noted

GOOD AND WELFARE: None

JOINT PURCHASING COMMITTEE: None

APPLICATIONS/TERMINATIONS: None

PAYROLL: Second quarter payroll was approved and payroll sheet was sent to ADP for issuance of payroll checks.

TREASURER'S REPORT: Treasurer Stalling reported the following balances for the for the Board's accounts:

CHECKING ACCOUNT

OPENING BALANCE	\$26,137.76
INTEREST	\$ 5.57
TRANSFER	<u>\$65,000.00</u>
SUB-TOTAL	\$91,143.33

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NJ – PERS TEPS Payment	\$
BILLS PAID	\$16,236.65
New Chiefs Vehicle	<u>\$43,530.00</u>
CLOSING BALANCE	\$31,376.68
SAVINGS ACCOUNT	
OPENING BALANCE	\$1,366,320.34
DEPOSITS	\$ 179,134.43
INTEREST	<u>\$ 216.67</u>
SUB-TOTAL	\$1,545,671.44
TRANSFER TO CHECKING	\$ 15,000.00
TRANSFER TO CHECKING	<u>\$ 50,000.00</u>
CLOSING BALANCE	\$1,480,671.44
PAYROLL ACCOUNT	
OPENING BALANCE	\$15,769.57
TRANSFER	\$
INTEREST	<u>\$.63</u>
SUB-TOTAL	\$15,770.20
PAYROLL FEES	\$ 4,137.21
FEES	\$ 115.03
PAYROLL PAID	<u>\$ 8,289.60</u>
CLOSING BALANCE	\$ 3,228.36

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

PUBLIC COMMENT: There were six (6) members of the public in attendance at the end of the meeting. Comments on agenda items were taken from the public while the items were being discussed by the Board. Chairman Scarlato mentioned to the Chief that he needs to tell the firefighters that they need to set the alarm whenever they leave the fire house. The Commissioners are paying for the alarm and it needs to be used correctly.

EXECUTIVE SESSION: There was no Executive Session.

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

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The meeting closed at 21:00 hours.

Respectfully submitted:



Michael L. Acampora
Clerk of the Board