

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 14, 2017

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 December 16, 2016
- Published in the Howell Times on December 24, 2016
- Filed written notice with the Township Clerk on December 14, 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, Bommer, and Acampora all in attendance. Commissioner Bailey was absent from the meeting.

It was noted that there were eight (8) members of the public in attendance. The Board's Auditor Barry Osborn and attorney Jay Sendzik were in attendance.

Auditor Osborn presented the 2018 budget. He will prepare the final budget figures for the next business meeting, pending the outcome of the Special Meeting on 12/9/17. He stated we will have to have a Special Meeting in order to use \$285,000 from prior year's savings to upgrade the fire company's self-contained breathing apparatus.

Attorney Sendzik stated that the Special Meeting will have to be held between 2pm – 9pm on whatever day we decide. It will have to be conducted prior the Board's December business meeting, as the budget needs to be in the states hands by 12/19/17. The Board decided to have the meeting on 12/9/17 from 2pm-9pm. Mr. Sendzik will have notices of special meeting to Clerk Acampora to be posted for public notice. Also, Clerk Acampora will forward a list of the 2018 workshop and meetings to Mr. Sendzik for advertisement in the local papers.

Administering the Oath of Office: None

Commissioner Acampora reported that the regular workshop Meeting Minutes of October 9, 2017 were posted on the Fire Company Bulletin Board outside the meeting room at the fire house. He then read the minutes from the regular business meeting on October 10, 2017.

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

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

Bills	Amount
water supply innovations llc	\$ 1,695.00
American uniform	\$ 3,610.45
mike Acampora	\$ 32.78
Optimum	\$ 168.92
liberty mutual ins	\$ 3,147.94
Njamc	\$ 2,615.80
Cit	\$ 97.00
witmar public safety group	\$ 287.00
van winkle auto supply	\$ 163.99
netlink web service	\$ 199.00
Taylor oil	\$ 483.43
access health systems	\$ 1,050.00
Motorola solutions Inc	\$ 4,691.81
Motorola solutions Inc	\$ 647.52
Defender	\$ 3,787.73
Edwards tire co	\$ 750.48
mid atlantic	\$ 460.25
Verizon	\$ 217.97
Grainger	\$ 1,187.54
automated building controls	\$ 17,860.00
all hands	\$ 400.00
Gsb	\$ 8,321.22
Asbury park press	\$ 49.30
tgs garages and doors	\$ 6,000.00
GSB	\$ 8,361.20
Staples	\$ 2,591.85
Totals	\$ 68,878.18

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

Bommer – Yes
Scarlato – Yes
Stalling – Yes
Acampora – Yes, present on own bills

The motion passed unanimously 4-0.

COMMUNICATIONS

Sent

Ramtown Fire Company – suspension letters for firefighters King and Nichols
Cancellation letter to AUL for Group Term Life Insurance
Howell Township – request for CNC3 form
State of NJ Tax Department- authorization letter to speak with Auditor Barry Osborn regarding the Board's accounts
Suspension letters sent via certified letter to firefighters Kind and Nichols

Received

Sendzik & Sendzik – Special Meeting Announcement
Affidavit of Publication
State of NJ – Letters delivered to Robert Kelly regarding back taxes owed
Department of Commerce – Census Bureau audit
VFIS Group Term Life Insurance and New Group Term Life Insurance
Township of Howell – CNC3 form

COMMITTEES

Executive Board

Meeting was held on 10/26/17 and attended by Commissioners Scarlato and Bommer.
All five (5) Boards agreed to move forward with the radio repairs in 2018 with the cost to be split evenly by the Boards.
Next e-board meeting will be on 11/16/17.

Chief's Report

All monthly reports we turned in by the chief.

Chief Eadicicco reported that the new PA system in the fire house should be installed by 11/20/17 and the garage doors are to be started by 11/27/17.

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The year end percentages will be completed by 11/17/17 and will be posted in the firehouse by 11/21/17 for 14 days for the firefighters. Any appeals must be filed within this time frame.

The line offices provided us with an SOG that they would like to adopt retaining to fentanyl procedures. The Board stated they would review prior to the next meeting.

Chief Engineer

Air compressor has received its annual service and has passed all inspections.

The connection for one of the cross lays on 495 has become corroded and is leaking. The engineers will work on correcting this issue.

Purchaser

Purchaser is requesting information from the line officers pertaining to the two (2) gas meters that were approved for purchase at the last commissioners meeting.

The information submitted for the automatic floor scrubber was for a unit that ran off a rechargeable battery. Chairman Scarlato stated that he felt a unit that ran off direct current would be better. He will look at several different units and get back to the line officers with the new unit specs.

Line officers are requesting ink for the printer.

Chief Eadicicco stated that the line officer helmet shields have not been replaced in the past 5 – 10 years and he is requesting that we replace all five (5) shields. The cost is \$165 each.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to purchase the five (5) helmet shields at a cost not to exceed \$825. Motion passed unanimously by the Board.

OLD BUSINESS:

Clerk Acampora noted that suspension letters were mailed via certified mail to firefighters King and Nichols. Both firefighters gear have been pulled from service. Neither firefighter King nor Nichols have not picked up their letters from the post office.

Chairman Scarlato noted that the 2018 Chief's budget is \$106,600.

The Board discussed with the line officers the E-Dispatch and Red Alert systems. Upon conclusion of the discussion, the Board advised the line officers that the E-Dispatch system will be turned off on 1/1/18 and we will use the Red Alert system for cellphone notification.

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Assistant Chief Connolly submitted a proposal at the last meeting for the additional of automatic garage door openers on three (3) of the six (6) bay doors at a cost not to exceed \$10,996. He has submitted an updated proposal from another vender to install the automatic garage door openers on all six (6) doors for a cost of \$13,000. This would save the Board approximately \$7,000. A motion was made by Commissioner Stalling and seconded by Commissioner Bommer to accept the new proposal for the installation of the automatic garage doors openers on all six (6) bays at a cost not to exceed \$13,000. Motion passed unanimously by the Board.

NEW BUSINESS:

Assistant Chief Connolly if we can start to purchase uniforms from Rick's Uniforms in Howell. The Board informed him that we has requested a price quote be obtained from Rick's for the exact Class A uniform that we currently purchase from Bob's Uniforms. Once we review the costs, the Board will review.

Commissioner Bommer stated that he would like the line officers to review the 45 minute time frame that the automatic Kiosk is setup to allow members to swipe in when attending a call. The officers stated that they will monitor this timeframe to make sure there are no discrepancies.

GOOD AND WELFARE: None

JOINT PURCHASING COMMITTEE: None

APPLICATIONS/TERMINATIONS:

Suspension letters were sent to firefighters King and Nichols informing them that due to them not obtaining their annual physical by 10/31/17, they have been suspended from all active firefighter and EMS duties and their turnout gear has been removed from service. They are to contact the Board immediately to discuss.

PAYROLL: None

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

CHECKING ACCOUNT

OPENING BALANCE	\$ 24,913.92
INTEREST	\$ 2.03
TRANSFER	\$ 9,000.00
TRANSFER	<u>\$ 60,000.00</u>
SUB-TOTAL	\$ 93,915.95

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NJ – PERS TEPS Payment	\$
BILLS PAID (Staples/GSB)	\$ 10,953.05
BILLS PAID	\$ <u>57,925.13</u>
CLOSING BALANCE	\$ 25,037.77
SAVINGS ACCOUNT	
OPENING BALANCE	\$1,920,974.95
INTEREST	\$ <u>264.86</u>
SUB-TOTAL	\$1,921,239.81
TRANFER TO PAYROLL	\$
TRANSFER TO CHECKING	\$ 9,000.00
TRANSFER TO CHECKING	\$ <u>60,000.00</u>
CLOSING BALANCE	\$1,852,239.81
PAYROLL ACCOUNT	
OPENING BALANCE	\$ 11,218.32
TRANSFER	\$
INTEREST	\$ <u>2.46</u>
SUB-TOTAL	\$11,220.78
PAYROLL	
FEES	\$
FEES	\$ <u>26.83</u>
CLOSING BALANCE	\$ 11,193.95

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

PUBLIC COMMENT: There was with six (6) member 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.

EXECUTIVE SESSION: There was no Executive Session.

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

The meeting closed at 21:30 hours.

Respectfully submitted:

A handwritten signature in blue ink, appearing to read "Michael L. Acampora", with a long, sweeping flourish extending to the right.

Michael L. Acampora
Clerk of the Board