

THE BOARD OF FIRE COMMISSIONERS

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

Regular Meeting October 10, 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, Bailey, and Acampora all in attendance.

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

Administering the Oath of Office: None

Commissioner Acampora reported that the regular workshop Meeting Minutes of September 11, 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 September 12, 2017.

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

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

Bills	Amount
vfis	\$ 4,798.40
American water	\$ 5,231.60
app	\$ 203.30
sendzik and sendzik	\$ 4,806.00
liberty mutual	\$ 3,031.70
atlas welding supply	\$ 43.29
Taylor oil	\$ 631.24
Ecolab	\$ 505.89
bobs uniform	\$ 68.50
bobs uniform	\$ 1,116.15
Verizon	\$ 183.80
airpower international	\$ 1,995.00
e-dispatch penguin management	\$ 1,074.00
optimum	\$ 337.64
Nat alexander	\$ 623.70
cit	\$ 97.00
witmer public safety	\$ 4,271.64
access health systems	\$ 345.00
net link web services	\$ 199.00
all hands fire	\$ 787.71
American united life	\$ 16,137.00
Total bills	\$ 46,487.56

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

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

The motion passed unanimously 5-0.

COMMUNICATIONS

Sent
None

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Received

Sendzik & Sendzik – Affidavit of Publication for Synopsis of Audit sent to Asbury Park Press

LOSAP distribution request – Brian Hines

NAT Alexander – Tax ID # request

Executive Board minutes for 9/28/17 meeting

Insurance Audit figures received, as requested by Barry Osborn for the audit

Monthly Fire Bureau reports

VFIS Group Term Life Insurance Policy Renewal

COMMITTEES

Executive Board

Meeting was held on 9/28/17 and attended by Commissioner Scarlato. The only item that was addressed was dispatching issues.

Next e-board meeting will be on 10/26/17.

Chief's Report

All monthly reports we turned in by the chief.

Chief Eadicicco noted that the Fire Prevention week open house will be held tomorrow (10/11/17) from 6pm – 8pm.

There is also going to be a Mass Casualty drill on 10/21/17 on Kuzminisky Way leading to Howell Middle School South. The drill will simulate a school bus accident with mass casualties.

Chief Engineer

The air conditioner unit on Ladder 490 and the 110 volt line for the radios have been fixed.

The radio issues in with Engine 480 will be addressed in the near future.

The Chief Engineer is also in the process of obtaining a price for the annual maintenance that needs to be performed on the apparatus prior to year end.

Purchaser

Commissioner Bailey stated that the following equipment has been ordered:

- One (1) radio bank charger - \$1,200
- Two (2) portable radios - \$12,000
- Five (5) radio batteries - \$465
- Five (5) pagers - \$2,500
- Programing software - \$500
- GPS software - \$2,000

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Chief Eadicicco requested to purchase the following equipment for the remaining year of 2017:

- 3 bolt cutters - \$400
- Three (3) automatic garage door openers - \$10,996
- Paging/PA system for the fire house - \$3,971.23
- 5" Siamese Valve - \$1,845
- Knox box for Engine 475 - \$670
- Two (2) Gas meters - \$1,600
- Laptop – for training purposes - \$400
- Office 365 - \$69.99
- Laptop case - \$50
- Wireless mouse - \$40
- Automatic floor scrubber - \$4,000
- Two (2) Defibrillators - \$3,000
- All Hands training (November 2017) - \$400
- Red Alert Kiosk - \$4,500
- Total equipment purchases - \$31,942.22**

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to purchase the above noted equipment not to exceed \$31,942.22. The motion passed unanimously by the Board.

Chief Eadicicco stated that the leather radio holders and straps have been received and are currently being distributed to the members.

OLD BUSINESS:

It was noted that Assistant Chief Connolly presented the 2018 line office budget at the Special Budget meeting held on 10/5/17. The Board and line officers discussed the budget in length at this meeting.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to accept the 2018 line officer budget of \$125,000. The motion passed unanimously by the Board.

It was discussed several meeting ago that the Treasurer's laptop and office desktop computers needed to be upgraded or replaced. Chairman Scarlato noted that each computer is approximately 8 – 10 years old.

A motion was made by Commissioner Acampora and seconded by Commissioner Stalling to purchase a new laptop, desktop, software, and installation and support in an amount not to exceed \$2,500. The motion passed unanimously by the Board.

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Clerk Acampora stated that he will send a letter to fire company stating the change in stipend payments for 2018.

Chairman Scarlato reported that the HVAC has not yet been completed. Hoping to have the minor issues resolved in the next week or two.

Chairman Scarlato requested that the Chief have the year-end percentages turned in to the Board after the November meeting so they can be reviewed and stipends can be issued at the December Board meeting.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to purchase a set of Ex-Chiefs badges. Motion passed unanimously by the Board.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to send suspension letters on 11/1/17 to any fire fighter that has not obtained their annual physical. The motion passed unanimously by the Board.

NEW BUSINESS:

The Board has received a LOSAP distribution request from Brian Hine. Clerk Acampora has reviewed Mr. Hine's qualifications and he states that he has met all of the vesting qualifications. A motion was made by Commissioner Bailey and seconded by Commissioner Bommer, to approve the distribution requested from Mr. Hine. Motion passed unanimously by the Board.

GOOD AND WELFARE: None

JOINT PURCHASING COMMITTEE: None

APPLICATIONS/TERMINATIONS:

The membership committee submitted a new application for fire fighter Joseph Sulewski. He was accepted by the fire company into membership at the company's business meeting on 9/19/17. A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to accept Joseph Sulewski's membership application. Motion passed unanimously by the Board.

PAYROLL: None

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

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CHECKING ACCOUNT

OPENING BALANCE	\$ 16,401.48
INTEREST	\$ 0.00
TRANSFER	<u>\$ 55,000.00</u>
SUB-TOTAL	\$ 71,401.48

NJ – PERS TEPS Payment	\$
BILLS PAID (AUL)	\$ 16,137.00
BILLS PAID	<u>\$ 30,350.56</u>
CLOSING BALANCE	\$ 24,913.92

SAVINGS ACCOUNT

OPENING BALANCE	\$1,769,523.55
DEPOSIT (3 RD QTR)	\$ 206,225.00
INTEREST	<u>\$ 226.40</u>
SUB-TOTAL	\$1,975,974.95
TRANSFER TO PAYROLL	\$
TRANSFER TO CHECKING	<u>\$ 55,000.00</u>
CLOSING BALANCE	\$1,920,974.95

PAYROLL ACCOUNT

OPENING BALANCE	\$ 22,014.84
TRANSFER	\$
INTEREST	<u>\$ 2.55</u>
SUB-TOTAL	\$22,017.39

PAYROLL	\$ 6,615.23
FEES	\$ 120.55
FEES	<u>\$ 4,063.29</u>
CLOSING BALANCE	\$ 11,218.32

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

PUBLIC COMMENT: There was with eight (8) 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 Bailey and seconded by Commissioner Bommer to close the meeting. The motion passed unanimously by the Board.

The meeting closed at 21:30 hours.

Respectfully submitted:



Michael L. Acampora
Clerk of the Board