

THE BOARD OF FIRE COMMISSIONERS

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

Regular Meeting May 8, 2018

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 18, 2017
- Published in the Howell Times on December 23, 2017
- Filed written notice with the Township Clerk on December 14, 2017
- 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.

Administering the Oath of Office: None

Clerk Acampora reported that he did not have the meeting minutes from April 10, 2018 meeting completed.

A motion was made by Commissioner Stalling and seconded by Commissioner Bommer, to forego the reading of the April 10, 2018 meeting and have Clerk Acampora display the minutes at the fire house when they have been completed. The motion passed unanimously by the Board.

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

Bills	Amount
esi	\$ 1,989.00
verizon	\$ 217.95
fail safe	\$ 2,358.40
defender	\$ 1,179.23
alpine software	\$ 6,504.51
edwards tire co	\$ 161.95
witmer public safety	\$ 2,590.00
optimum	\$ 168.59
bobs uniform shop	\$ 1,654.40
mid atlantic	\$ 714.70
bobs uniform shop	\$ 702.25
the gps store	\$ 299.75
new era car wash detailing	\$ 200.00
liberty mutual	\$ 3,196.97
cit	\$ 97.00
talor oil co	\$ 546.70
william bommer	\$ 200.00
TOTALS	\$ 22,781.40

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

Bommer – Yes, present on own bills

Scarlatto – Yes

Stalling – Yes

Acampora – Yes

Bailey - Yes

The motion passed unanimously 5-0.

COMMUNICATIONS

Sent

Fire Bureau grant letter

Received

NJ DMV registration for Engine 475

Liberty Mutual – Self Audit

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NJ State Fire Chiefs meeting minutes

Sendzik & Sendzik: Letter of Engagement with Moehel, Elliot, Bauer and Gass

Meeting request from Howell Township regarding hydrants at Soldier Memorial Park

E-mail from Fire Bureau regarding new traffic lights at Route 547 and Newtons Corner Road

COMMITTEES

Executive Board

Meeting was held on 4/25/18 and attended by Commissioner Bommer.

Radio project: All vouchers have been received by All fire districts and the equipment has been ordered. Project should be completed by the end of the summer.

Joint Board meeting will be at Station 19-2 on 6/7/18.

Next Executive board meeting will be held on 5/24/18.

Chief's Report

All monthly reports were submitted by the Chief.

Hose testing has been completed. All damaged hose will be sent out for repair on 5/18/18 and will be picked up by Mid Atlantic.

Chief Connolly reported that the membership committee has removed the following members from the fire company due to lack of participation:

Dennis Lucas
Joe Smigelski
Michael Christie
Chris Zmuda
Connor McGowan

All these members turnout gear has been removed from the gear racks and washed and placed in storage for future use.

The Chief and the membership committee are working on obtaining all fire company issued equipment that these fire fighters have in their possession. The Chief will provide an update to the Board at next months meeting as to his progress, If need be, the Board will assist with the collection of the equipment.

Pump Testing: Engine 480 – minor issue was found and was corrected. Passed
Tanker 495 cannot hold a suction and will be serviced to address the issue.

They will be back on 5/18/18 to test Ladder 490.

GPS Satellites have been ordered.

Assistant Chief Gotto had an accident at an EMS call. All paperwork has been completed and will be provided to the Clerk. Clerk Acampora has contacted Assistant Chief Gotto and obtained all information from him and the workers compensation claim has been filed with VFIS.

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NJ Natural Gas has requested to send two (2) fire fighters to Massachusetts for LNG training at their cost. Room and board cost will be approximately \$500 for the 2-day class. NJ Natural Gas has agreed to pay the class fee of \$495 per person. Chief Connolly stated that four (4) fire fighters have requested to attend the class and they have chosen two (2) out of the four (4) members to attend. The Board discussed the possibility of sending all four (4) to class and the Board would cover the additional expense.

A motion was made by Commissioner Bailey and seconded by Commissioner Bommer to send four (4) firefighters to Massachusetts to attend the training. Room and board and food expenses will be paid by the firefighters and expense forms will need to be submitted for reimbursement. The motion passed unanimously by the Board.

Chief Engineer

Tanker 495 – air line is going to be installed
Engine 475 – regulator for windows needs to be replaced
Ladder 490 – steering issues needs to be addressed

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to purchase an air reel to be installed for auto ejection for Tanker 495. Motion passed unanimously by the Board.

Purchaser

5-way valve for Engine 475 has been received.
Chief is requesting to purchase another 5-way valve for Tanker 495 (\$1,600)
A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to purchase the valve at a cost of \$1,600. Motion passed unanimously by the Board.

OLD BUSINESS:

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to adopt the Fitness for Duty Policy that was read at the previous meeting, with the revisions that were made by the Board and the Line Officers. A roll call vote was taken with the following result:

Bommer – Yes
Scarlatto – Yes
Stalling – Yes
Acampora – Yes
Bailey - Yes

The motion passed unanimously 5-0.

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ESI has performed annual service and found an issue with the battery on the pump. They submitted an invoice for payment of \$1,985 and the Board has issued a check for payment. Payment will be sent when the battery issue with the pump has been corrected.

New Gear for firefighter McMahon has been received. Firefighter McMahon still has a Fire Police jacket on his gear rack that needs to be taken out of service. He is to respond and perform fire police duties in NFPA approved equipment. The new gear will be used in its place. No new gear will be ordered for firefighter Phleger at this time.

Motorola has contacted the Board regarding non-payment of an invoice from November 2017 in the amount of \$11,000. The Clerk will review all payments to Motorola and address their request.

Chairman Scarlato and Clerk Acampora attended a meeting with Fire Bureau Chief Lewis and Howell Township Community Affairs rep James Herrman regarding connecting the three (3) hydrants in Soldier Memorial Park to the new water line that has been installed on Route 547. The cost of the project is \$40,000 and the town is requesting that the cost be split by the Board and the town. The Board discussed the pros and cons with moving forward with the project and the Board is in full agreement to move forward with this expense and connect the hydrants within the park. Chairman Scarlato will contact Chief Lewis and Mr. Herrman and let them know he Boards decision.

The Board received an e-mail from Chief Lewis pertaining to the installation of new traffic lights at the following intersections:

Route 547 and Allaire Road
Route 547 and Oak Glenn Road
Newtons Corner Road and Herbertsville Road

The Chief is requesting whether or not the Board would like to have space available in the utility boxes for future installation of Opticom equipment. The equipment will be at the expense of the Board. There was a discussion that the any expenses associated with road work is to be bore by the contractor. Chairman Scarlato will contact Chief Lewis and obtain a copy of the ordinance relating to road work. The Board has decided that we would like to have space available in the utility box for future installation. Chairman Scarlato will let Chief Lewis know the Boards decision.

Chairman Scarlato stated that he is looking for a price quote on the SCBA replacement project made out to the Board of Fire Commissioners from Scott manufacturer. All vendors are only to be contacted by the Purchaser. No one else should be contacting vendors. A meeting will be scheduled with Scott in order to look at apparatus and obtain valid price quotes.

Annual physicals will be held at the Ramtown fire house on Saturday, June 9, 2018 at 9am. All firefighters have been given their letters if they need a physical for 2018. A certified letter will be sent to Bart Major notifying him that he needs a physical.

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Class A uniform letter has been prepared for firefighter Mike Ott and will be provided to him for purchase of a Class A uniform from Bob's Uniforms.

Fail Safe Hose testing completed the annual hose testing. During the hose testing, the stokes basket on Ladder 490 was damaged. The Board will be seeking additional vendors to perform the annual hose testing for 2019 and has requested additional vendor information from anyone that may know of additional hose testing companies.

NEW BUSINESS: None

GOOD AND WELFARE: It was noted that Buddy Davis, Commissioner from 19-5 passed away today.

JOINT PURCHASING COMMITTEE: None

APPLICATIONS/TERMINATIONS: None

PAYROLL: None

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

CHECKING ACCOUNT

OPENING BALANCE	\$ 23,852.11
INTEREST	\$ 4.58
TRANSFER	\$ <u> </u>
SUB-TOTAL	\$ 23,856.69

NJ – PERS TEPS Payment	\$
BILLS PAID	\$
BILLS PAID	\$ 22,781.40
CLOSING BALANCE	\$ 1,075.29

SAVINGS ACCOUNT

OPENING BALANCE	\$2,000,487.37
DEPOSIT	\$
INTEREST	\$ 695.49
SUB-TOTAL	\$2,001,182.86
TRANSFER TO PAYROLL	\$
TRANSFER TO CHECKING	\$ 55,000.00
CLOSING BALANCE	\$2,000.487.37

PAYROLL ACCOUNT

OPENING BALANCE	\$ 5,454.34
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TRANSFER	\$
INTEREST	\$ <u>2.91</u>
SUB-TOTAL	\$ 5,457.25
PAYROLL	\$
FEES	\$
FEES	\$ <u> </u>
CLOSING BALANCE	\$ 5,457.25

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 seven (7) 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.

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

The meeting closed at 21:00 hours.

Respectfully submitted:



Michael L. Acampora
Clerk
Howell Board of Fire Commissioners
District 4