

# THE BOARD OF FIRE COMMISSIONERS

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

## Regular Meeting February 12, 2019

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 20, 2018
- Published in the Howell Times on December 29, 2018
- Filed written notice with the Township Clerk on December 17, 2018
- Posted written notice on the Official Bulletin Board at the Township Municipal Building
- Posted on [www.njfiredistricts.org](http://www.njfiredistricts.org)

The above postings indicate that Formal Action May Be Taken.

Roll call was taken with Commissioners Scarlato, Bommer, Bailey, and Acampora all in attendance. Commissioner Stalling was not in attendance.

It was noted that there were five (5) members of the public in attendance.

### **Administering the Oath of Office: None**

Commissioner Acampora reported that the regular workshop Meeting Minutes of January 7, 2019 were posted on the Fire Company Bulletin Board outside the meeting room at the firehouse. He then read the minutes from the regular business meeting on January 8, 2019.

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

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

1	Optimum	\$ 337.54
2	Netlink	\$ 199.00
3	Witmer	\$ 91.00
4	Atlas Welding	\$ 43.19
6	Granger	\$ 421.22
7	American Uniform	\$ 126.98
8	NJ American Water	\$ 3,358.00
9	CIT	\$ 97.00
10	Taylor Oil	\$ 1,030.32
11	Verizon	\$ 380.12
12	All Hands	\$ 2,842.99
13	VanWickle	\$ 46.79
14	Max Nikolof	\$ 41.54
15	American Uniform	\$ 233.48
16	Micro Media	\$ 250.00
17	Asbury Park Press	\$ 196.28
18	Asbury Park Press	\$ 68.60
19	CSM	\$ 1,795.00
20	Rich Robertiello	\$ 175.00
21	Robert Lawlor	\$ 175.00
22	Max Nikolof	\$ 175.00
23	Home Depot	\$ 132.61
	<b>Totals</b>	<b>\$ 12,216.66</b>

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

Scarlato – Yes

Bommer – Yes

Bailey – Yes

Acampora – Yes

The motion passed unanimously 4-0.

## COMMUNICATIONS

### Received

Sendzik & Sendzik - LOSAP stipend has been increased to \$1,717

Notice of Election

Affidavit of Publication – Election

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Notice of Election – Budget 2019

Monmouth County Election Commission – February 2019

Elections

Affidavit of Publication – Howell Times 12/28/18

Liberty Mutual Insurance – list of workers comp. claims for 2018

## Sent

Chairman Scarlato – email to Sendzik and Sendzik regarding selling old SCBAs on GovBids.com

Chairman Scarlato – email to Lynda Joy at Access Health requesting a date for 2019 physicals and new paperwork

## COMMITTEES

### Executive Board

Meeting held on 1/24/19 attended by Commissioners Scarlato and Bommer.

Next meeting will be held on 2/28/19.

Communications meeting was discussed. An e-mail pertaining to the April meeting will be sent to all districts after the elections.

Executive Board is creating a township wide Social media policy, in conjunction with the Fire Bureau.

### Chief's Report

Chief Gotto provided all reports to the Board.

He also provided the 2018 percentage report for firefighters Danny Gaul. A stipend check will be issued to firefighter Gaul based on his percentage.

The estimated time of arrival for the SCBAs from MSA is as follows:

2/13/19 – SCBA packs are being delivered to the firehouse and will remain in boxes

2/21/19 – Training and FIT testing to be conducted at the firehouse

2/26/19 – Training at the Brick Fire Academy

3/9/19 – MSA equipment will be installed on the fire apparatus

3/10/19 – MSA packs will officially be put in service at 9am

Cost to pair all portable radios to the New SCBAs - \$3,250

Three new single portable radio chargers – to be placed in Ladder for 490 for drive and officers - \$1,029.60

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to purchase the three (3) single portable radio chargers (\$1,029.60) and to have all portable radios paired to the new SCBAs (\$3,250). Motion passed unanimously by the Board.

The Chief reported that the network computer backup project has been completed.

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There will be a Communications Committee meeting on 4/4/19 at the fire bureau.

Chief Gotto reported that firefighter Andy Cho would not be attending the Middletown Fire Academy. The Chief stated that we may be billed the enrollment fee and may be responsible for payment.

Firefighters Gilsenan and Equils are on medical leave.

Chief Gotto informed that Board that he just out this evening that Ramtown First Aid (Squad 19-22) is being taken over Howell Township as of midnight 2/13/19. This is all the information that he had at the current time, but he will keep the Board updated as he finds out more information.

## **Chief Engineer**

Chief Engineer Gilsenan is currently on medical leave.

Engineer Scarlato and Stalling will be taking over the Chief Engineer's duties in his absence.

Ladder 490 is due to be completed and back to the firehouse by 2/20/19.

## **Purchaser:**

The gas meter has been ordered, but has not been received yet.

The batteries for the stand-up Stream lights have been received.

A motion was made by Commissioner Acampora and seconded by Commissioner Bailey to purchase ten (10) sets of defibulator pads. The engineers and Chief Gotto will determine how many adult and pedi pads need to be ordered, not exceeding ten (10) sets. Motion unanimously passed by the Board.

## **OLD BUSINESS:**

The list of LOSAP recipients for 2018 has been posted at the firehouse. Any firefighters wishing to appeal the list will have until 3/13/19. The motion for LOSAP payments will be made at the next Board meeting.

Chief Gotto has provided the 2018 percentage for firefighter Danny Gaul. He will be issued his stipend payment for 2018.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to schedule the 2019 hose testing with Fire Flow. The motion passed unanimously by the Board. Commissioner Bommer will receive the contract from Fire Flow before we schedule the testing date.

UL testing will be performed on 4/15/19 for Ladder 490 and pump testing will be on 4/16/19.

Firefighter Phleger will attend the Middletown Fire Academy for firefighter I training on 3/4/19.

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## NEW BUSINESS:

The annual firefighter physicals will be conducted at the Ramtown fire house on Saturday (5/4/19) at 9am. Letter will be provided to all firefighters that need to attend.

The fire company SOGs have been reviewed by the Training Standards Committee. The committee consisted of the Training Officer, 2 commissioners, the Chief, and 1 other line officer. Changes have been made to the SOGs and have been presented to the Board. The changes that have been made include the elimination of fire police and all fire officers will have to have to attend personnel management training. The Training Compliance Committee will provide a written report of its findings to the Board of Fire Commissioners and the Fire Company's Nominating Committee by the Commissioners November meeting.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to adopt the new SOGs, specifically Section 9-Training Requirements. The motion passed unanimously by the Board.

## GOOD AND WELFARE:

Firefighter Gilsenan and Equils are currently on medical leave.

## JOINT PURCHASING COMMITTEE: None

## APPLICATIONS/TERMINATIONS:

The fire company has approved the acceptance of Josh D'Arcy to be accepted as a member of the fire company. Josh was recently hired to work with the Howell Township Fire Bureau. A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to accept Josh D'Arcy as a member of the fire company. The motion passed unanimously by the Board.

## PAYROLL: None

**TREASURER'S REPORT:** Commissioner Bommer reported the following balances for the for the Board's accounts:

### CHECKING ACCOUNT

OPENING BALANCE	\$ 13,899.73
INTEREST	\$ .95
TRANSFER	<u>\$ 15,000.00</u>
SUB-TOTAL	\$ 28,900.68

NJ – PERS TEPS Payment	\$
BILLS	\$ 132.61
BILLS PAID	<u>\$ 12,084.05</u>
CLOSING BALANCE	\$ 16,684.02

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## SAVINGS ACCOUNT

OPENING BALANCE	\$2,255,739.40
DEPOSIT	\$
INTEREST	\$ 1,491.37
SUB-TOTAL	\$2,257,230.77
TRANSFER TO PAYROLL	\$
TRANSFER TO CHECKING	\$ 15,000.00
CLOSING BALANCE	\$2,242,230.77

## PAYROLL ACCOUNT

OPENING BALANCE	\$ 9,377.30
TRANSFER	\$
INTEREST	\$ 13.59
SUB-TOTAL	\$ 9,390.89
PAYROLL	\$ 176.45
FEES	\$ 137.80
Deposit - ADP	\$ 28.09
CLOSING BALANCE	\$ 9,107.73

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

**PUBLIC COMMENT:** There were four (4) 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.

**EXECUTIVE SESSION:** There was no Executive Session.

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

The meeting closed at 21:45 hours.

Respectfully submitted:



Michael L. Acampora  
Clerk