

# 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 9, 2020

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 ensure 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, 2019
- Published in the Howell Times on December 21, 2019
- Filed written notice with the Township Clerk on December 16, 2019
- 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, Stalling, 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 October 12, 2020 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 October 13, 2020.

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 for the month of November 2020:

Bills	Amount
taylor oil	\$ 705.40
batteries and bulbs	\$ 390.44
brick fire commissioner	\$ 415.00
access compliance	\$ 1,770.00

continental	\$ 602.00
Ricki Romano	\$ 59.98
Sendzik an Sendzik	\$ 5,913.00
Motorola solutions	\$ 393.60
cit	\$ 96.75
csm	\$ 356.00
liberty mutual insurance	\$ 2,903.44
optimum	\$ 169.28
Verizon	\$ 304.10
fire an safety services	\$ 1,325.00
netlink web services	\$ 199.00
Witmer public safety	\$ 1,935.00
<b>Totals</b>	<b>\$ 17,537.99</b>

A motion was made by Commissioner Bommer and seconded by Clerk Acampora to pay the bills for November 2020. 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

### Received

Koerner and Koerner – Letter of engagement  
Sendzik & Sendzik – Affidavit of Publication Special Capital Projects  
Notice for 2021 public meeting schedule  
Resolution for Purchasing Agent engagement

Central Jersey Urgent Care – MyIntaDoc contact letter  
Howell Township – CNC3 Notice

### Sent: None

Koerner and Koerner – signed engagement letter  
CNC3 form from Howell Township

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## COMMITTEES

### Joint Board Meeting

Next board meeting is 12/3/2020 at Station 19-2 at 7:30pm.

### Chief's Report

All monthly reports were turned in for review the Board

All members attending the October drill that were in contact with the fire fighter that tested positive for COVID-19 were notified of their exposure and all fire fighters were tested for COVID-19 at MyInstaDoc in Howell, NJ. All fire fighters tested negative for COVID-19.

Chief Engineer and Safety officer Joe Gilsenan is out on medical leave.

The Middletown Fire Academy has suspended classes due to COVID-19 outbreak. Fire fighters Ryan Lasko and Carlos Arcos were attending classes at the fire academy and they were notified that they were exposed to a COVID-19 positive person at the fire academy. Both members were tested at MyInstaDoc, Howell, NJ, with Ryan being negative and Carlos being positive.

### Chief Engineer

Ladder 490 – Still need front end alignment and pressure relief valve needs to be fixed

Engine 475 – Brakes need to be checked

Engine 480 - no issues

Tanker 495 – no issues

Bush 494 – Mo issues

Utility 487 – front seat still needs to be fixed

### Purchaser:

1250 Motorola batteries have been received.

EMS bags were returned to the vendor.

White Chief's helmet has been ordered

One set of fire fighter boots have been ordered

## TRUCK COMMITTEE:

Received the invoice receipt for the purchase of the Pierce Wildlands pumper. We will wait to hear from the vendor over the next few months as to where er go from here.

## OLD BUSINESS:

Awaiting annual physicals for fire fighters Weber and Rappleyea. Letters will be sent to each fire fighters stating the physicals must be completed by 12/31/2020 or the fire fighters will be suspended until the physicals have been performed.

# **THE BOARD OF FIRE COMMISSIONERS**

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## **NEW BUSINESS:**

A motion was made by Commissioner Bailey and seconded by Commissioner Bommer to approved Resolution #11102020-01 Resolution Authorizing Notice of Public Meetings Pursuant to NJSA 10:4-18. The motion was unanimously approved by a roll call vote of 5 – 0, with the following results:

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

A motion was made by Commissioner Bailey and seconded by Commissioner Bommer to approved Resolution #11102020-02 Resolution Authorizing Qualified Purchasing Agent Pursuant to NJSA 40A:11-9. The motion was unanimously approved by a roll call vote of 5 – 0, with the following results:

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

A lengthy discussion was had by the Board and the line officers in developing and SOG for COVI-19 exposure. The Board and the line officers agreed to work together to create a policy that will be amicable for all parties.

2020 fire fighter annual percentage reports need to submitted by the Chief to the Board by 11/23/2020.

**GOOD AND WELFARE: None**

**JOINT PURCHASING COMMITTEE: None**

**APPLICATIONS/TERMINATIONS: None**

**PAYROLL: None**

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**TREASURER'S REPORT:** Commissioner Stalling reported the following balances for the Board's account activity for the month of November 2020:

## Operating Account

Opening Balance	\$44,987.90
Interest	\$4.52
Canceled Checks	
Transfers	<u>\$15,000.00</u>
	<b>\$59,992.42</b>

NJ PERS TEPS	
Bills Paid	\$17,537.99
Service Charge	<u>                    </u>
Ending Balance	<b>\$42,454.43</b>

## Savings Account

Opening balance	\$2,466,276.31
Deposit	
Interest	<u>\$541.89</u>
	<b>\$2,466,818.20</b>

Transfers	<u>\$15,000.00</u>
Ending Balance	<b>\$2,451,818.20</b>

## Payroll Account

Opening Balance	\$7,979.98
Interest	\$1.61
Transfer	
ADP	<u>\$36.76</u>
	<b>\$8,018.35</b>

Payroll	
Fees	
Fees	<u>                    </u>
Ending Balance	<b>\$8,018.35</b>

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

**PUBLIC COMMENT:** There were five (5) members of the public in attendance at the end of the meeting.

**EXECUTIVE SESSION:** None

**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 21:50 hours.

Respectfully submitted:



Michael L. Acampora  
Clerk