

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, 2023

Chairman 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 November 12, 2022
- Published in the Howell Times on November 17, 2022
- Filed written notice with the Township Clerk on November 19, 2022
- 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, Bailey, Romano, and Acampora all in attendance. Commissioner Stalling was absent from the meeting.

It was noted that there were ten (10) members of the public in attendance, including Solicitor Katie Sendzik-Haines, Accountant Kathleen Strack, and Auditor Robert Elliott.

Chairman Scarlato turned to the meeting over to Auditor Elliott to discuss and review the Board's 2022 audit. He stated that the Board is still in good financial condition and discussed the only major change from year 2021 is the addition of the \$1,000,000 bond financing for the township wide radio project. The Board opened discussions with Kathleen Strack as to what the Board is proposing for the 2024 budget. Upon conclusion of our discussion, Ms. Strack stated that she will create the budget and forward it to the Board for our review. The Board will need to have a Special Vote on 12/11/23 to approve spending \$125,000 for the future purchase of a command vehicle.

The Board also discussed with Solicitor Sendzik-Haines and Auditor Elliott our future plans for the replacement of the 20+ year old ariel ladder. We also discussed the possibility of moving from the annual February Board election to the general elections that are held in November.

Solicitor Sendzik-Haines stated that the annual fire commissioner election will be held on Saturday (2/17/24) from 2pm – 9pm.

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A motion was made by Commissioner Bailey and seconded by Commissioner Romano to pass RESOLUTION #1142023-01 RESOLUTION AUTHORIZING LINE ITEM TRANSFERS PURSUANT TO NJSA 40A:14-78.9. A roll call vote was taken with the following results:

Scarlato – Yes
Bailey – yes
Romano – Yes
Acampora – yes
Motion passed by a vote of 4-0

A motion was made by Commissioner Bailey and seconded by Commissioner Romano to pass RESOLUTION #1142023-02 RESOLUTION CERTIFYING COMPLAINEE WITH NJSA 40A:5A-17. A roll call vote was taken with the following results:

Scarlato – Yes
Bailey – yes
Romano – Yes
Acampora – yes
Motion passed by a vote of 4-0

A motion was made by Commissioner Bailey and seconded by Commissioner Romano to pass RESOLUTION #1142023-03 RESOLUTION ACCEPTING ANNUAL AUDIT AND AUTHORIZING PUBLICATION OF SYNOPSIS PURSUANT TO NJSA 40A:5A-16 AND NJSA 40A:14-89. A roll call vote was taken with the following results:

Scarlato – Yes
Bailey – yes
Romano – Yes
Acampora – yes
Motion passed by a vote of 4-0

Chairman Scarlato thanked Katie, Robert, and Kathy for all of their assistance throughout the last year.

Administering the Oath of Office: None

Minutes:

Commissioner Acampora reported that the regular workshop Meeting Minutes of October 9, 2023, 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 10, 2023.

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

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PAYMENT OF BILLS: Commissioner Bailey presented the following bills for payment for the month of November 2023:

	Bills	Amount
1	TAYLOR OIL	\$ 933.71
2	SENDZIK -SENDZIK	\$ 2,875.50
3	FOREMOST PROMOTIONS	\$ 2,164.00
4	NEW JERSEY AMERICAN WATER	\$ 4,417.50
5	T-T COAST	\$ 1,299.68
6	FIREFIGHTER ONE	\$ 398.40
7	NETLINK WEB SERVICE	\$ 199.00
8	OPTIMUM	\$ 169.95
9	ACCESS COMPLIANCE	\$ 290.00
10	VERIZON	\$ 380.10
11	FIRE-SAFETY	\$ 2,249.69
12	FIRE-SAFETY	\$ 1,596.73
13	CSM	\$ 356.00
14	NFPA	\$ 153.95
15	ATLAS WEIDING	\$ 43.18
	Totals	\$ 17,527.39

A motion was made by Clerk Acampora and seconded by Commissioner Romano to pay the bills for November 2023. A roll call vote was taken with the following results:

Scarlato – Yes
Bailey – Yes
Romano - Yes
Acampora – Yes

The motion passed unanimously 4-0.

COMMUNICATIONS

Received

Sendzik & Sendzik – Notice of 2024 meetings
Monthly purchase report from William Newberry
Fire Bureau monthly reports
Fire & Safety update for the pump on 494

Sent:

None

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COMMITTEES

Joint Board Meeting

Next Joint Commissioner meeting is 12/7/23 @ 7:30pm at Station 19-4.

Chief's Report

Chief Murphy submitted all reports.

Year end percentage report will be turned in to the Board of Fire Commissioners by 12/1/23. The percentages will be posted in the fire house for the next 15 days for firefighters to review. All appeals will be handled by the line officers.

Chief Engineer

Chief Engineer Gilsean provided the following updates:

Ladder 490 – ABS has been addressed

Engine 475 –mirror has been repaired

Engine 480 – still awaiting final maintenance service

Utility 488 – no issues

Tanker 495- Tank full indicator lights are not operating correctly

Bush 494 – Out of service, pump is being replaced

Engine 474 – no issues

Utility 487 – no issues

Vehicle 466 – no issues

Vehicle 467 – no issues

Purchaser:

QPA Newberry provided us with the status reported for all equipment that has been ordered. He stated that the Struct supports that were ordered in April 2023 should be in by February 2024.

TRUCK COMMITTEE:

None

OLD BUSINESS:

All fire fighter physicals have been completed for 2023.

NEW BUSINESS:

A motion was made by Commissioner Bailey and seconded by Commissioner Romano to pass RESOLUTION #1142023-04 RESOLUTION AUTHORIZING NOTICE OF PUBLIC MEETINGS PURSUANT TO NJSA 10:4-18. A roll call vote was taken with the following results:

Scarlatto – Yes

Bailey – yes

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Romano – Yes
Acampora – yes
Motion passed by a vote of 4-0

GOOD AND WELFARE: None

JOINT PURCHASING COMMITTEE: None

APPLICATIONS/TERMINATIONS: None

PAYROLL: None

TREASURER’S REPORT: Commissioner Acampora reported the following balances for the Board’s account activity for the month of November 2023:

November 2023	
Operating Account	
Opening Balance	\$41,713.28
Interest	\$37.98
Canceled Checks	
Transfers	<u>\$20,000.00</u>
	\$61,751.26
NJ PERS TEPS	
Bills Paid	\$17,527.39
Bills Paid	
Bills (Radio Consulting)	
Service Charge	<u> </u>
Ending Balance	\$44,223.87
Savings Account	
Opening balance	\$2,283,911.15
Liberty Mutual	\$262,983.75
Interest	<u>\$7,801.81</u>
	\$2,554,696.71

Transfers	<u>\$20,000.00</u>
Ending Balance	\$2,534,696.71

Payroll Account

Opening Balance	\$9,357.43
Interest	\$6.74
Transfer ADP	
	<u>\$9,364.17</u>

Payroll	\$1,905.10
Fees	
Fees	
Ending Balance	<u>\$7,459.07</u>

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

PUBLIC COMMENT: There were eight (8) members of the public in attendance at the end of the meeting.

EXECUTIVE SESSION: None

ADJOURNMENT: This concluded the business before the Board and a motion was made by Commissioner Romano and seconded by Clerk Acampora to close the meeting. The motion passed unanimously by the Board.

The meeting closed at 21:50 hours.

Respectfully submitted:



Michael L. Acampora
Clerk