

**MINUTES - REGULAR MEETING**

**February 13, 2012**

Chairman Hansch called the meeting to order on the above mentioned date at 8:00 pm, at the Fire Commissioner's office at 434 Route 10, Whippany, NJ.

Commissioners present: M. Mihalko, Barz, J. Mihalko, Cobane, & Hansch

Absent: None

Also Present: Chief Cortright, Township Committee Liaison George Coppola

At this time the Chairman read the following: Pursuant to statutes made and provided, let the minutes show that notice of this meeting was transmitted to the following newspapers: The Regional weekly and the Daily Record and filed with the clerk of the Township of Hanover and the Clerk of this Board.

**MINUTES OF THE LAST MEETING**

The chairman called for the acceptance of the pre-meeting minutes and the regular minutes from last month. Comm. J. Mihalko made a motion to accept last month's minutes. The move was seconded by Comm. Cobane and it was carried by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Cobane, Hansch

NAYS: None

**TREASURER'S REPORT**

The following Treasurer's report was submitted. Comm. Cobane moved that we accept the Treasurer's Report. Comm. Barz seconded the move and it was carried by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Cobane, Hansch

NAYS: None

**General Checking Account #7859643244**

**TD Bank**

Balance On Hand - December 31, 2011	<b>\$45,264.69</b>
January Checks	(\$43,232.04)

**Deposits for the Month of January 2012**

Township of Hanover	False Alarms Dec.	\$50.00
State of NJ	1st qtr rebate / Div Fire Safety	\$10,332.07
T, Amaducci	Permits & Fees	\$42.00
Stephen Gould	Permits & Fees	\$42.00
McNeil Insurance	Reimbursement Hurricane	\$5,897.04
McNeil Insurance	Reimbursement Hurricane	\$48,688.14
Vinnies Italian Deli	Permits & Fees	\$42.00
Steris	Permits & Fees	\$42.00
Steris	Permits & Fees	\$497.00
Hanover Sewer Authority	Permits & Fees	\$497.00
Hanover Sewer Authority	Permits & Fees	\$497.00
Hanover Sewer Authority	Permits & Fees	\$42.00
Halo Pharmaceuticals	Permits & Fees	\$497.00
Halo Pharmaceuticals	Permits & Fees	\$42.00

Lincoln Financial	Reimbursement 1 employee	\$2,095.12
United Jewish Comm. Metrowest	Permits & Fees	\$42.00
Matt's Fine Jewelry	Permits & Fees	\$42.00
McNeil Insurance	Reimbursement pumper	\$383.88
Interest	TD Bank	\$12.09

**Balance on Hand, January 30, 2011** **\$71,814.99**

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### **TD Bank Money Market**

Balance on Hand January 30, 2012 **\$2,828.67**

### **Payroll Checking Account # 7859643251**

#### **TD Bank**

Balance on Hand January 31, 2012 **\$747.78**

### **Active Assets Account #615 108684 107**

#### **Morgan Stanley/Smith Barney**

Balance on Hand January 31, 2012 **\$705,673.83**

Checks Submitted This Month's Meeting **\$66,845.25**

## **CHIEF'S / FIRE OFFICIAL REPORT**

### **Supplies, Equipment, and Maintenance**

- Office supplies were purchased from Staples.
- Fire Fighters repaired 3 SCBA packs. Two pair of boots, one SCBA mask, and SCBA straps were also purchased from Fire Fighters.
- Three helmets and three flashlights were purchased from The FireStore.com
- A battery charger and battery tender was purchased from Batteries Plus for the boat motor batteries.
- Miscellaneous equipment was purchased from Home Depot.
- Supplies were purchased from Florham Park Hardware.
- Minerva Cleaners cleaned and repaired one set of gear.

### **Apparatus**

- We were reimbursed in full for the window on Engine 83 that was broken by the tree branch in August.

### **Training**

- Training for the month of January 2012 was:
  - 17<sup>th</sup> the First Responded program.
  - 24<sup>th</sup> SCBA refresher
  - 31<sup>st</sup> Development disabilities
  - We also are borrowing the Fit Test machine from the Health Department and will be conducting our own Fit Testing again this year.
  - Training topics for the month of February will be:
  - Blood Bourne/Hazardous Communication
  - Solar Panels

- On February 7<sup>th</sup> we went to Warnock Lexus for a walk through, and also the service manager gave us the opportunity to look at the four Hybrid vehicles that Lexus makes and went over safety issues on them.
- On February 23<sup>rd</sup> Ian will be attending a Swift Water Rescue Awareness class in Dover Given by FireFighter One. If he comes back with a favorable report from it and believes that it is a worthwhile class then I would like to request to send members who might be interested to a second class being held on April 16<sup>th</sup> in Lincoln Park. Cost of the class is \$40.00

### **Purchases**

- The Drager Air sampling equipment has expired and needs to be replaced. These quotes include both the Drager tubes and Drager Chips that we use during Haz Mat calls.
  1. Gen-El Industries \$2,803.45
  2. Lab Safety \$2,931.60
- Within the next 4 months we will have 15 SCBA bottles that will expire from their 15 year operational life span. After analyzing our stock of equipment I feel that we only need to replace eight bottles. The quote from Fire Fighters is the State contract pricing.
  1. Fire Fighters 8 bottles @ \$848.70 \$6,789.60  
each
- All pagers that were purchased from Ace Com are in and operational. There was a programming error when we received them and it was taken care of immediately by Ace Com.

### **Fire Prevention**

- (82) inspections / re-inspections were conducted last month and \$2,282.00 dollars in permits were collected.
- The 2011 End of the Year Report for the Division of Fire Safety was completed and signed by Chairman Hansch and sent to the State of New Jersey.
- We also conducted the yearly training program for the Au Pairs that we have been doing for over 10 years now.

### **EMS**

- (26) Calls were answered last month and we transported 3 time.

### **Fire**

- (54) Calls and drills were answered last month.

### **Other Matters and Announcements**

- The Insurance claim from Hurricane Irene has been completed. We have been reimbursed for all expenditures.
- I spoke with Al Latanzio regarding the accident that occurred here on New Year's Day. He has not heard anything from the other insurance company and will be following up them.
- The replacement of the Whippany Road Bridge at Route 10 will be starting on Monday March 5<sup>th</sup> and should be completed by December 2012.
- The Railroad tracks that cross Route 10 are going to be replaced. They will be starting on Friday evening March 2<sup>nd</sup> at approximately 6pm and will working continuously until the job is done. They are shutting down the entire highway at the same time. Detours will be set up at Whippany Road and Route 10 and also at South Jefferson Road and Route 10.
- I also followed up with the Railroad crossing on Troy Hills Road. The contractor said the job only called for completing what they you see. I voiced my concern that there is a safety hazard there. The Hanover Township Engineering Department has also received complaints regarding the crossing and will be addressing it with the County prior to them repaving the road which is supposed to be done this year.
- Care One was issued a Temporary Certificate of Occupancy on Friday February 3<sup>rd</sup>. We will conduct a walkthrough of the facility in the very near future.
- The construction on the Quick Chek project has started.
- Bayer appeared before the Planning Board and received the approval needed to begin Phase 1 of construction.

- Janet is in the process of completing and sending out the yearly Non-LHU bills. She is also working to setup our Firehouse Software percentage reporting for our fuel voucher incentive program. By doing this it will eliminate duplication of percentage sheets.
- We received another shipment of Duracell Batteries like last year. These batteries were immediately put to use when we completed our yearly battery changes in the various equipment.
- Paul has put together a CPR Program for our instructors. (See Attached)
- Through a grant from 3M and with the assistance from Roxanne Williams (Davenport) we received a new projector and (2) 4X8 magnetic white boards. The projector will be used for training with the use of a computer and we will also be able to hook up a DVD player to it to show training videos. The white board will be used as the screen and works interactively with the projector. I received permission from President Brunner to mount the projector and white board on the second floor. Henry Winters and Bob Krygoski said they will take care of the installation. Henry is also looking into a way that the white board can be secured, so when the second floor is rented out it will not get damaged. The second white board was requested to be used as an informational tool and is mounted in the hallway of the station on the first floor. The approximate total price of this grant was \$3321.00.
- We also received from 3M through a second grant for various office supplies.
- On Friday February 24<sup>th</sup> the Morris County Health Dept. in conjunction with the Hanover Township Health Dept. will be running a table top exercise for a "White Powder incident at the Dunkin Donuts here in town. I will be participating in this exercise also.
- Listed are members who have signed up for various classes at the Fire Academy for the year 2012.

Fire Fighter 1:

Jack Koba, Kevin Herbert, and James Kraley

Junior Fire Fighter:

Chris Gannon, John Goldberg, Dylan Gregg, Jesse Graziano, and Harrison Bamdas

Fire Officer:

Joe Mihalko, Derrick Shearer, and Ken Jubinski

A motion was made to accept the above Chief's Report. This motion was made by Comm. Cobane and was seconded by J. Mihalko. It was carried by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Cobane, Hansch

NAYS: None

## **COMMUNICATIONS**

- NJ division of Fire Safety sent a Manifold Report.
- Letter requesting a donation to Project Graduation. We don't donate because it's the taxpayer's money and we are not authorized to do so.

## **COMMITTEE REPORTS**

**Personnel:** Glen Molchan is resigning and Joe Poulter is a new junior member joining.

**Building:** Nothing at this time.

**Apparatus:** Nothing at this time.

**Insurance:** We have switched over to the state plan which saves us \$25,000 per year. It's a good plan for the guys and a good savings for us. Mike will contact Chad to officially cancel the Police and Fire policy and tell him that some of the guys might be interested in continuing their coverage.

**Dinner:** All set. Henry will be sending out surveys.

**First Aid:** It was reported that EMS responded to 20 calls this month, and 3 transportations.

## **LIASIONS:**

**Town:** George announced that we have a new mayor – Ron Francioli. The folks from Bayer stopped in and met the members of the committee. They asked about public safety. They will be moving their first group in around March of 2013.

T Quirk – reported ‘tentatively’ that he expects to collect 80k from Hurricane Irene and 60k from FEMA. Approximately \$5000 will go to the fire department.

Troy Hills Rd will be paved in June from Bee Meadow Parkway to Route 10. Park Avenue will be done in September.

Cedar Knolls Fire will have their breakfast on April 15<sup>th</sup>, and Little League Opening Day is April 21<sup>st</sup>.

**Fire Company & Relocation:** Fred reported that things are progressing. Our lawyer has the contract and will be reviewing it. Henry will reach out to him again.

Henry questioned George about middle and low income housing being made available preferentially for firefighters and cops. It would keep volunteerism high and keep essential workers in town.

## **OLD BUSINESS**

A meeting took place with Cedar Knolls and Kramer. He gave the report but not enough concrete information. We need more specifics instead of generalities. There will be a third draft. We haven't paid him yet.

If we are going to merge, it has to show in the report, that we will save a TON of money from taxes and how it will also increase services to the public. Right now, it doesn't show that.

George – It may save a little short-term, and more long-term.

Henry – The report showed WAAY long term savings.

Ron – The report didn't show any improvement in service at all. It says in 10 years we won't have any volunteers. Right now we're OK and just added 7 new members and about 12 juniors.

Bill Wodynski: Other towns hire their volunteers as public workers also. Boonton, Parsippany, all hire firemen in DPW and other areas so they're in town anyway and can respond.

George answered that nowadays companies are leery of that because they're not sure whose insurance would cover the employee if he was hurt on the way to a fire or back to work.

George will talk to Joe Giorgio about some of this.

## **NEW BUSINESS**

A motion was made to allow Ian Bell to take a class in becoming an arson investigator. The motion was made by Comm. Barz and seconded by Comm. Cobane. It passed by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Cobane, Hansch

NAYS: None

A motion was made for the Chief to take a Dale Carnegie course at a cost of \$1,800. The motion was made by Comm. J. Mihalko and seconded by Comm. Hansch. It was passed by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Cobane, Hansch

NAYS: None

A motion was made to purchase new Drager Air Sampling equipment to replace the expired ones. Purchase will be from Gen-EL Industries for \$2,803.45. The motion was made by Comm. J. Mihalko and seconded by Comm. Cobane. It was passed by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Cobane, Hansch

NAYS: None

A motion was made to purchase 8 SCBA bottles from Fire Fighters at a cost of \$6,789.60, as recommended by the Chief. The motion was made by Comm. M. Mihalko that we purchase these items but we wait till the monies become available. The motion was seconded by Comm. Barz and passed by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Cobane, Hansch

NAYS: None

The CPR program looks pretty good. We can start marketing it and talk to the guys a little more about it.

## **PUBLIC PART OF THE MEETING**

There were 5 members of the public present. No comments were made.

## **BILLS**

Comm. Cobane moved that the following bills be paid. The move was seconded by Comm. J. Mihalko and was carried by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Cobane, Hansch

NAYS: None

01/02/2012	5307	Lakeland Divers	Water	-42.00
01/02/2012	5308	Verizon Wireless	Utilities	-531.92
01/03/2012	5317	Home Depot Credit Services	Operating Materials & Supplies	-542.40
01/09/2012	5319	Liberty Mutual Insurance Group	Workers Compensation	-2,990.00
01/09/2012	5320	J C P & L	Utilities	-273.40
01/09/2012	5321	STAPLES CREDIT PLAN	Office Supplies	-216.52
01/09/2012	5322	First Responder Newspaper	Membership Dues & Subscriptions	-80.00
01/09/2012	5323	Jonach Electronics	Operating Materials & Supplies	-80.00
01/10/2012	5324	Police & Firemen's Insurance Association	Police & Fire Insurance	-217.06
01/10/2012	5325	PSE&G	Utilities	-446.00
01/10/2012	5326	Cy Drake	Building	-101.00
01/13/2012	5330	Fire Fighters Equipment Company Inc.	Repairs & Maint	-942.42
01/13/2012	eft	Board of Fire Commissioners	Employee Payroll	14,387.07
01/13/2012	5331	Gann Law Books	Membership Dues & Subscriptions	-165.00
01/13/2012	5332	Whippany Rotary Club	Membership Dues & Subscriptions	-224.00
01/13/2012	5333	Morris County Power Equipment	Other	-114.40
01/13/2012	5334	Shell Fleet	Fuel Vouchers	-797.06
01/13/2012	5335	Black Meadows Mutual Aid Association	Membership Dues & Subscriptions	-100.00
01/13/2012	5336	Batteries Plus	Batteries	-341.07
01/17/2012	5337	Parker Publications	Advertising	-95.80
01/17/2012	5338	PSE&G	Utilities	-121.42
01/17/2012	5339	Lifesavers, Inc.	Medical Supplies	-157.00
01/18/2012	5340	Township of Hanover	Gasoline	-467.86
01/18/2012	5341	Steve Willans	Promotion	-93.36
01/18/2012	5342	Oxford Health Plan	Medical Benefits	-9,148.44
01/18/2012	5343	Janet Gant-Hammond	Office Supplies	-24.99
01/20/2012	5344	ACE Com	Radios	-175.00
01/20/2012	5345	Brunners Garage	Car 202	-230.20
01/20/2012	5346	Fire Fighters Equipment Company Inc.	Repairs & Maint	-779.32

01/20/2012	5348	US Bank Equipment Finance	Copy Machine lease	-255.00
01/20/2012	5349	Teacher's Pension and Annuity Fund	Pension Expense	-33.08
01/24/2012	5351	Gann Law Books	Membership Dues & Subscriptions	-8.00
01/24/2012	5350	Standard Insurance Co	Life Insurance	-1,630.80
01/24/2012	5352	Witmer Associates, Inc	Gear	-1,065.54
01/26/2012	5354	Brunners Garage	Car 201	-103.17
01/26/2012	5353	Batteries Plus	Batteries	-83.00
01/26/2012	5355	Lincoln Financial	Employee Benefits-LOSAP	-642.00
01/30/2012	5356	Joseph Cortright	Operating Materials & Supplies	-24.92
01/30/2012	5357	Lil' Dan's Pizza	Operating Materials & Supplies	-80.00
01/30/2012	eft	PERS	Pension Expense	-88.75
01/31/2012	eft	Board of Fire Commissioners	Employee Payroll	14,481.51
02/01/2012	5358	Home Depot Credit Services	Operating Materials & Supplies	-222.36
02/01/2012	5359	Firefighter One, LLC	Training and Education	-425.00
02/01/2012	5360	Florham Park Hardware	Operating Materials & Supplies	-12.60
02/01/2012	5361	All Jersey Garage Doors	Building Maintenance	-775.00
02/01/2012	5362	Township of Hanover	Diesel	-423.30
02/01/2012	5363	Office Scapes	Office Supplies	-59.50
02/01/2012	5364	Witmer Associates, Inc	Helmets	-114.00
02/01/2012	5365	Fire Fighters Equipment Company Inc.	Packs	-676.98
02/01/2012	5366	Verizon Wireless	Utilities	-496.34
02/01/2012	5367	J C P & L	Utilities	-698.05
02/01/2012	5368	POSTMASTER	Office Supplies	-180.00
02/07/2012	5369	Morris Cty Fire Prevention Assoc. Inc.	Membership Dues & Subscriptions	-210.00
02/07/2012	5370	STAPLES CREDIT PLAN	Office Supplies	-558.53
02/07/2012	5371	Cablevision	Utilities	-244.02
02/07/2012	5372	PSE&G	Utilities	-446.00
02/07/2012	5373	J C P & L	Utilities	-111.92
02/07/2012	5374	McNeil & Company	Insurance Premiums	-5,018.00
02/07/2012	5376	Finish Line Car Wash	Car Washes	-15.99
02/08/2012	5377	Lifesavers, Inc.	Operating Materials & Supplies	-9.00
02/08/2012	5378	Concern	Membership Dues & Subscriptions	-500.00
02/08/2012	5379	Max Finkelstein, Inc.	Repairs & Maintenance	-1,373.84
02/08/2012	5381	Black Meadows Mutual Aid Association	Membership Dues & Subscriptions	-100.00
02/08/2012	5380	Robert Cobane	Elections	-7.84
02/08/2012	5382	Morristown Memorial	Medical	-443.00
02/09/2012	5383	ACE Com	Pager Repair	-193.50
02/09/2012	5384	Robert F Krygoski	Building Maintenance	-1,150.00
				-
				66,845.25

Comm. J. Mihalko then made a motion to adjourn. It was seconded by Comm. Hansch and passed by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Hansch & Cobane

NAYS: None

The meeting was adjourned at 8:34

Respectfully submitted: Janet Gant-Hammond, Board Assistant