

## **MINUTES - REGULAR MEETING**

**September 8, 2014**

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

Absent: None

Also Present: Chief Cortright, & Chief Davidson from Cedar Knolls

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.

A moment of silence was shared in remembrance of:

# Timothy Woytas

### **MINUTES OF THE LAST MEETING**

The Chairman called for the acceptance of the pre-meeting minutes and the regular minutes from last month. Comm. Cobane made a motion to accept last month's minutes with the correction on the last page as to who made the motion to adjourn. The move was seconded by Comm. Cobane and it was carried by the following vote:

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

ABSENT: None

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

ABSENT: None

NAYS: None

**General Checking Account #7859643244****TD Bank**

Balance On Hand - July 31, 2014

**\$163,673.20**

August Checks

**(\$54,581.96)****Deposits for the Month of August 2014**

Township of Hanover	False alarms - July	\$300.00
3-M	Permits & Fees	\$42.00
3-M	Permits & Fees	\$42.00
Stephen Gould	Permits & Fees	\$126.00
Township of Hanover	District Taxes	\$163,530.34
Registration fees		\$75.00
Whippany Actuation Systems	Permits & Fees	\$42.00

**Balance on Hand, August 31, 2014****\$273,248.58**

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**TD Bank Money Market**

Balance on Hand August 31, 2014

**\$2,833.46****Payroll Checking Account # 7859643251****TD Bank**

Balance on Hand August 31, 2014

**\$747.75****Active Assets Account #615 108684 107****Morgan Stanley/Smith Barney**

Balance on Hand August 31, 2014

**\$818,779.80****Provident Bank**

Balance on Hand August 31, 2014

**\$78,084.85**

Checks Submitted this Month's Meeting

**\$61,396.77****CHIEF'S / FIRE OFFICIAL REPORT and COMMENTS**

The following Chief's report was submitted for approval.

A motion to accept this report was made by Comm. J. Mihalko and seconded by Comm. M. Mihalko. It was passed by the following vote:

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

ABSENT: None

NAYS: None

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

- Office supplies were purchased from Staples.
- Supplies were purchased from Home Depot.
- Supplies were purchased from Politi Auto Parts.
- Batteries were purchase from Batteries Plus
- Fire Fighters repaired 1 SCBA Pack and 1 SCBA bottle they also hydro tested 13 SCBA bottles.
- Four SCBA masks were purchased from Fire Fighters.
- Clean Air Company repaired the vehicle exhaust system.
- All Jersey Garage Door repaired one door. Replaced a broken cable.

## **Apparatus**

- Apparatus had the annual pump test. During this test Engine 83 had an electrical fire. (See Attached Report). Engine 83 will be towed out to KME in Pennsylvania on Tuesday. The insurance adjuster will inspect the engine at KME along with a representative from KME.
- Unit 201 had strobe lights replaced.

## **Training**

- No training drills for the month of August.
- Training for the month of September will be:
  - 16<sup>th</sup> Elevator Emergencies (classroom)
  - 23<sup>rd</sup> Elevator Emergencies (hands on drill)
  - 30<sup>th</sup> CPR Class

## **Purchases**

- No requests this month.
- The Water Rescue suits have been received and are being distributed. Fire Prevention material for the school kids was ordered and delivered.

## **Fire Prevention**

- (60) Inspections / re-inspections were conducted last month. We collected \$252.00 in permit fees.

## **EMS**

- (22) Calls were answered last month with 2 transports.

## **Fire**

- (53) Calls were answered last month.

## **Other Matters and Announcements**

- 2 plan reviews were completed.
- We had 6 maintenance drills in preparation for Inspection Day. Attendance for the drill averaged around 15 per except for the 2 Tuesday nights which had better attendance. Thank you for the barbeque that you hosted on Tuesday the 26<sup>th</sup>.
- Since we didn't attend the Boonton Parade the Wharton Fire Department used our band. Wharton's band backed out on them at the last minute. Wharton FD paid for the band.
- I met last month with the Chief from Parsippany District 5. We discussed mostly mutual aid between the departments and what to expect.
- Today Paul and I went to the high school and taught kitchen safety to the cooking classes. We gave the students a small presentation and then showed the students how to use a fire extinguisher using the training system. We also used this opportunity to talk about joining the fire department.
- Insurance paperwork for Tim Woytas will begin when we receive the death certificate.
- New insurance cards for the apparatus have been received and distributed to the apparatus.
- Josh, Ian, and Paul were on standby during the Wake Services for Tim Woytas at Bradley Braviak Funeral Home. Josh was on standby at the funeral home from 3pm-4pm Paul was on duty from 4pm-6pm and Ian was on duty from 6pm-930pm when the service was completed. Both Ian and Paul have declined any monetary compensation for their overtime.

## **COMMUNICATIONS**

- Minutes from the NJ Assoc of Fire Districts
- Wharton paid for the Bloomingdale Cornet Band.
- Daily Record upped their prices.
- VFW – request for a donation for their party for Special Needs Children.

## **COMMITTEE REPORTS**

**Personnel:** One new member interested but leaving for college. There are 7 or 8 kids that are interior firefighters away at college. Langdon is coming back.

**Building:** Nothing at this time.

**Apparatus:** Engine 83 is being towed to KME tomorrow. Chief spoke to insurance adjustor who will look at it out there and will come up with a determination as to what needs to be done. The guys did a nice job for Inspection Day. Chief thanked the Board for the Barbecue on Tuesday night. Between 20-30 guys turned out that night and we had 10-15 for the other clean-up drills – a good turnout.

**Insurance:** Nothing at this time.

**Dinner:** Nothing at this time.

**First Aid:** It was reported that EMS responded to 22 calls this month and 2 transports.

**FIRE COMPANY / RELOCATION:** Fred Brunner reported that the contractor has executed an agreement to start construction. He signed it and so did the Fire Company – now it goes to the bank for their approval. We still have to sit with the contractor and discuss our 'gap' items. The gap is smaller now. There has been some interest in the buildings. One party has looked at it twice. We supplied their architect with older plans as to when the addition was put on so they could review it and see if it suits their plans for the building.

Hopefully, we'll get what we need for the buildings – now we're just waiting for an offer. The architect will distribute the plans as soon as he notates a few things on them. It was great that we got everything done and to the bank on time.

Henry – Demolition of the existing buildings – Can we use them for a drill first?

Fred – They have to finish the asbestos testing and other things first but should be OK.

One Day/One School Project initiated by Ace Gallagher – He would like to help us on the property with the removal of the trees that have to come down. He has 6 tree companies willing to help him. This will be a HUGE savings for us and help close the gap.

It would be nice if we provided them with lunch the day they take the trees down.

The Commissioners got President Brunner's approval to have a Company Inspection in the morning the day of the Fund Drive. The company did not attend the Labor Day parade and Inspection in Boonton this year and so the Commissioners didn't have to pay for the breakfast and lunch that day as they usually do. They also didn't have to pay for the band, since Wharton's band didn't show and they used ours instead and will pay for it.

The guys did such a great job getting the trucks ready and they will be in dress uniform that day, so the Commissioners would like to hold an inspection and also to pay for the food that day – donuts in the morning and the food after the Fund Drive.

**Township:** Mr. Coppola not in attendance tonight.

## **OLD BUSINESS**

Nothing at this time.

## **NEW BUSINESS**

A motion was made to allow the Fire Company use of the Apparatus and any other equipment needed for their Fund Drive on October 5<sup>th</sup>. That motion was made by Comm. J. Mihalko. The move was seconded by Comm. M. Mihalko. It passed by the following vote:

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

ABSENT: None

NAYS: None

A motion was made to appoint Paul Perrello as Acting Training Officer until 2016. That motion was made by Comm. J. Mihalko and seconded by Comm. Cobane. It was approved by the following vote:

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

ABSENT: None

NAYS: None

The Commissioners extend a thank you to the guys who turned out for Hanover Township Day in the heat and also for the ones who attended the 911 Ceremony at the 911 Memorial.

The Board also thanked all the guys for the great job they did at the clean up drills getting the trucks ready. They did an excellent job.

## **PUBLIC PART OF THE MEETING**

There were 6 members of the public in attendance. No comments at this time.

## **BILLS**

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

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

ABSENT: None

NAYS: None

08/04/2014	6665	Clean Air Company	Building Maintenance	-294.00
08/04/2014	6666	Chief Supply Corp.	Uniforms and Personal Equipment	-10.00
08/04/2014	6667	Politi Auto Parts	Operating Materials & Supplies	-29.38
08/11/2014	6668	STAPLES CREDIT PLAN	Office Supplies	-78.77
08/11/2014	6669	Morristown Medical Group	Medical	-85.00
08/11/2014	6670	ACE Com	Radios Uniforms and Personal Equipment	-309.00
08/11/2014	6671	About Me	Equipment	-60.00
08/11/2014	6672	J C P & L	Utilities	-1,032.75
08/15/2014	eft	Board of Fire Commissioners	Employee payroll	14,454.92
08/18/2014	6673	PSE&G	Utilities	-504.18
08/18/2014	6674	J C P & L	Utilities	-3.25
08/18/2014	6675	Liberty Mutual Insurance Group	Workers Compensation	-5,233.02
08/18/2014	6676	Northeast Communications, Inc.	Radios	-1,458.18
08/18/2014	6677	Rescue Products International	Training and Education	-1,690.00
08/18/2014	6678	Morristown Medical Group	Medical	-400.00
08/21/2014	6679	Minerva Cleaners	Gear Cleaning	-275.25
08/21/2014	6680	Do-It-Yourself, Inc.	Repairs & Maintenance	-151.75
08/21/2014	6681	Township of Hanover	Diesel	-255.27
08/21/2014	6682	Standard Insurance Co	Life Insurance	-1,691.20
08/25/2014	6683	Fire Fighters Equipment Company Inc.	SCBA	-51.00

08/25/2014	6684	Batteries Plus	Batteries	-54.13
08/25/2014	6685	Morris County Public Safety Training Acad	Training and Education	-210.00
08/25/2014	6686	Clean Air Company	Building Maintenance	-150.00
08/25/2014	6687	First Priority Emergency Vehicles	Special Services-80	-180.00
08/25/2014	6688	US Bank Equipment Finance	Copy Machine lease	-255.00
08/25/2014	6689	Fail Safe Testing	Hose	-2,260.65
08/27/2014	6690	FF1 Professional Safety Services	Operating Materials & Supplies	-305.80
08/27/2014	6691	All Jersey Garage Doors	Building Maintenance	-295.00
08/27/2014	6692	Cablevision	Utilities	-247.83
08/27/2014	6693	Police & Firemen's Insurance Association	Police & Fire Insurance	-455.24
08/27/2014	eft	NJ Division of Pensions & Benefits	Medical Benefits	-8,311.03
08/29/2014	6694	ACE Com	Car 201	-391.00
08/29/2014		Board of Fire Commissioners	Employee payroll	13,399.36
09/03/2014	6695	Politi Auto Parts	Operating Materials & Supplies	-156.40
09/03/2014	6696	Township of Hanover	Gasoline	-367.91
09/03/2014	6697	BP	Fuel Vouchers	-552.70
09/03/2014	6698	Home Depot Credit Services	Operating Materials & Supplies	-541.45
09/03/2014	6699	Verizon Wireless	Utilities	-1,254.09
09/03/2014	6700	Fire Fighters Equipment Company Inc.	SCBA	-304.80
09/03/2014	6701	Batteries Plus	Batteries	-10.90
09/05/2014	6702	STAPLES CREDIT PLAN	Office Supplies	-320.69
09/05/2014	6703	Fire Fighters Equipment Company Inc.	Operating Materials & Supplies	-1,320.90
09/08/2014	6704	NRS Rescue	Water	-1,950.00
09/08/2014	6705	J C P & L	Utilities	-34.97
				<u>-</u>
				61,396.77

A request will be put in to Vince Montenino to schedule a budget meeting in November.  
 First choice: Nov. 3<sup>rd</sup> with the 5<sup>th</sup> as a backup.

A motion was made to adjourn this meeting by Comm. J. Mihalko. The motion was seconded by Comm. Cobane and passed by the following vote;  
 AYES: Barz, M. Mihalko, J. Mihalko, Cobane & Hansch  
 ABSENT: None  
 NAYS: None

The meeting was adjourned at 8:20.  
 Respectfully submitted:

*Janet Gant Hammond,*  
*Board Assistant*