

**MINUTES - REGULAR MEETING**

**January 12, 2015**

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

Absent: None

Also Present: Chief Cortright, and Township 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. M. Mihalko and it was carried by the following vote:

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

ABSENT: None

NAYS: None

**TREASURER'S REPORT**

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

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

ABSENT: None

NAYS: None

**General Checking Account #7859643244**

**TD Bank**

Balance On Hand - November 30, 2014	<b>\$190,076.85</b>
December checks	(\$211,486.52)

**Deposits for the Month of December 2014**

Aphena Pharma	Permits & Fees	\$42.00
Bushes Garden Center	Permits & Fees	\$42.00
State of New Jersey	1st qtr Uniform F Safety act	\$7,409.36
3-M	Grant Revenue	\$500.00
Inspire Kids	CPR Training Income	\$665.00
Township of Hanover	False alarms - November	\$600.00
Blispak	Permits & Fees	\$42.00
Mechanical Solutions	Permits & Fees	\$42.00
Dasco	Permits & Fees	\$42.00
Mark Trece Inc.	Permits & Fees	\$42.00
Township of Hanover	District Taxes	\$161,333.33

Johnstone Supply	Permits & Fees	\$42.00
Johnstone Supply	Permits & Fees	\$497.00
Bruce Brueche	Permits & Fees	\$42.00
Township of Hanover	Permits & Fees	\$42.00
Township of Hanover	Permits & Fees	\$42.00
<b><u>Balance on Hand, December 31, 2014</u></b>		<b><u>\$150,015.02</u></b>

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### **TD Bank Money Market**

Balance on Hand December 31, 2014 **\$2,833.46**

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

#### **TD Bank**

Balance on Hand December 31, 2014 **\$747.75**

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

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

Balance on Hand December 31, 2014 **\$820,033.42**

#### **Provident Bank**

Balance on Hand December 31, 2014 **\$78,084.85**

Checks Submitted this Month's Meeting **\$234,702.81**

## **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. Cobane. It was passed by the following vote:

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

ABSENT: None

NAYS: None

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

- Supplies were purchased from Staples.
- One pair of boots and personal flashlights were purchased from the firestore.com

### **Apparatus**

- Vehicles have been serviced at Brunner's Garage. Unit 86 had both front shocks replaced.
- Engine 83 has been repaired and was picked up last Friday. The wiring from the electrical fire was replaced and the generator was also repaired. It is in the process of being put back into service.

### **Training**

- Training for the month of November we went to the Fire Academy. The instructor in charge that evening gave us great praise for our operations.
- No training in the month of December.
- We will be starting our training in January with Blood Bourne, Right to Know and SCBA refresher. I asked Paul to have a daytime drill once a week for the month of January to

accommodate members who cannot make the regularly Tuesday night drills. These are mandatory drills.

### **Purchases**

- The new extension ladder that was requested for purchase last month has been delivered.
- The new pagers have been delivered, programmed and are being distributed to the membership.

### **Fire Prevention**

- (21) Inspections / re-inspections were conducted last month. We collected \$84.00 in permit fees.

### **EMS**

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

### **Fire**

- (57) Calls were answered last month.

### **Other Matters and Announcements**

- On Saturday November 15<sup>th</sup> Atlantic Health held their Family Fun Day at the Community Center. We assisted with securing a landing zone at Veterans Field for their helicopter that was part of the day.
- We have been assisting with Santa details over the past few weeks.
- Year to date LOSAP has been posted.
- 2014 clothing allowance has been completed the total per call came out to \$4.52.
- The township's emergency annex needs to be updated this year. I am working on ours Fire and Rescue section along with assisting Hanover Township OEM with others that we are directly affected by.
- I attended a meeting with the HT Board of Education along with Cedar Knolls FD and HTPD to review the Board of Education's Crisis Management Plan.
- We received a \$500.00 Grant from the 3M Corporation for technology. I would like to apply this to the purchase of a tablet to be used for Inspections.
- I applied for the AFG Grant again for a Quint.
- One Plan Review was completed for the HT Planning Board.
- Josh and I met with our phone system vendor and received an estimate for moving the existing phone system from the current firehouse to the new firehouse. The cost with a few additional phones that will be needed is \$2,700.00.
- I am working with the Clean Air Company to get a price to move our vehicle exhaust system from the existing firehouse to the new firehouse.
- Our RIC Team responded to a possible fire in a Commercial building at the request of Parsippany Fire District 5.
- At our most recent Black Meadows Meeting we discussed having a multi-agency drill in 2015. More information will follow.
- The Cedar Knolls, Florham Park, Morris Plains, and Green Village Fire Departments will all be getting new Chief's for 2015. All of these departments are part of the Black Meadows Mutual Aid Association.

### **COMMUNICATIONS**

- Letter from the Town stating that we must go through them when soliciting donations from companies in town, as per Robin Dente. The Chief spoke with robin and she said that it is OK to talk with them if a relationship has already been established - just to let the town know so they can keep track and also send their own thank you.

## **COMMITTEE REPORTS**

**Personnel:** Nothing at this time.

**Building:** Nothing at this time.

**Apparatus:** Everything has been serviced for the year. Rescue 80 - The light tower needs repair. It was settling and the bushings were found to be worn down. New bushings have been ordered.

Chris Foer found that 81's exhaust is rotting out. Engine 83's exhaust was replaced in 2012 and cost \$2000.

The batteries need replacing in all the engines. They were last replaced in 2010. They cost about \$800 per engine.

Chief would like to replace the batteries first and then do the exhaust later.

**Insurance:** We just started our third and final year with VFIS for our accident and Sickness policy. We have to look at a renewal or new company after this year.

**Dinner:** Cancelled

At 8:10 - The meeting was opened for a public hearing on the budget. There were 4 members of the public attending and no comments were made.

At 8:13 - the public hearing was declared closed and the regular meeting resumed.

**First Aid:** It was reported that EMS responded to 28 calls this month and 2 transports. There were 381 calls last year which was up 57 from the year before. Cedar Knolls responded to about 1000 calls. Comm. Barz pointed out that this number is going to continue to grow.

**Township:** George reported that he presented a packet with a summary on the Fire Dept at the town's reorganization meeting. He congratulated all the public safety personnel on the job they do.

This year - Wegman's is going in soon. Met Life is approved for the Bayer South Campus. They wanted multi-units there also but that was rejected.

Shop-Rite - another meeting scheduled later this month to hear their proposal to have a liquor license there. There is a bank, Wells Fargo, being built there also.

Emmanuel Church - Builder wants to put in High-density units on that corner and get land rezoned. It is currently zoned for R-15. 18 units could go there. There is talk of a mosque being interested in building there.

Quik-Check - the zone change was made.

Where Half Point was, there is talk of 2 McMansions going in.

Budget meeting is in February.

George thanked the Board again for all that they do and wished everyone a Happy New Year.

**FIRE COMPANY-** Nothing at this time.

## **OLD BUSINESS**

Nothing at this time.

## **NEW BUSINESS**

Commissioner Barz mentioned the clothing allowance and the way money is distributed. A discussion took place with some problems being mentioned. Members signing in but not staying at the firehouse till call is released. People making over 100% on the percentage reports.

Categories have been suggested with different amounts per call depending on your position. It would also be an incentive to take a course and move further up to get more points by reaching a different level.

A motion was made by Comm. Barz to allow the Chief to look into this further and implement this program if it seems feasible. It is not finalized yet and needs to be worked on. The motion was seconded by Comm. J. Mihalko. It passed by the following vote:

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

ABSENT: None

NAYS: None

A motion was made to purchase tires from Apollo Tire in Denville for truck 85. The motion was made by Comm. J. Mihalko and seconded by Comm. Hansch. It passed by the following vote:

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

ABSENT: None

NAYS: None

A motion was made to replace the batteries on the Engines - Two this month and two next month. This motion was made by Comm. M. Mihalko and seconded by Comm. Cobane. It passed by the following vote:

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

ABSENT: None

NAYS: None

Comm. M. Mihalko made a motion to transfer \$400,000 from Morgan Stanley into our Provident account and a second motion to transfer that money to the Fire Company. Both motions were seconded by Comm. Hansch and passed by the following vote:

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

ABSENT: None

NAYS: None

At this time, Secretary Robert Cobane did a second reading of our budget. Total budget will be \$1,323,163 with total raised by taxation of \$1,015,163.

He then made a motion to accept this budget. It was seconded by Comm. J. Mihalko.

It passed by the following roll call vote:

M. Mihalko - AYE, Barz - AYE, J. Mihalko - AYE, Cobane - AYE & Hansch - AYE

It was discussed and decided that we not renew our PO Box. There are only a few things still coming and we will head them off. Julie will take care of that.

Brochure - Chief and FF Shearer had 25 made up at Staples. They will be visiting the High School Home Ec classes in February and hope to spark some interest. If we need more we can have more done. George shared one that the town had printed up. They used Digi-Art.

FF Ian Bell informed the Chief about an Ice rescue class being held by the Denville FD. It would cost \$265 per member with a Friday, Sat., and Sunday class. The Chief would like to send 4-6 guys from our Water rescue team to go. Ian would be free as he works part-time for Fire Fighter One, who is giving the class.

A motion was made to approve the Chief's request and send some men to this class. The motion was made by Comm. Cobane and seconded by Comm. Hansch. It passed by the following vote:

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

ABSENT: None

NAYS: None

Comm. Cobane made a motion that we send someone up to the Rotary to work with the businessmen there. We may be able to get a Fire membership so we can rotate which guys go and send Paul Josh or Ian at any given time. That motion was seconded by Comm. Barz and passed by the following vote:  
 AYES: M. Mihalko, Barz, J. Mihalko, Cobane & Hansch  
 ABSENT: None  
 NAYS: None

There is a Relief meeting here on Wed. evening.

**PUBLIC PART OF THE MEETING**

There were 4 members of the public in attendance. . No comments at this time.

**BILLS**

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

AYES: M. Mihalko, Barz, J. Mihalko, Cobane & Hansch  
 ABSENT: None  
 NAYS: None

12/01/2014	eft	NJ Division of Pensions & Benefits	Medical Benefits	-8,311.03
12/01/2014	6817	Home Depot Credit Services	Operating Materials & Supplies	-181.68
12/01/2014	6818	Cablevision	Utilities	-247.83
12/01/2014	6819	Verizon Wireless	Utilities	-255.79
12/01/2014	6820	Township of Hanover	Diesel	-114.70
12/01/2014	6821	Ronald Barz	Commissioners	-2,000.00
12/01/2014	6822	Robert Cobane	Comm / Secretary	-2,600.00
12/01/2014	6823	Henry Hansch	Comm / Chairman	-2,600.00
12/01/2014	6824	Julie Mihalko	Commissioners	-2,000.00
12/01/2014	6825	Michael Mihalko	Comm / Treasurer	-2,600.00
12/03/2014	6826	ACE Com	Operating Materials & Supplies	-411.00
12/03/2014	6827	Northeast Communications, Inc.	Purchase of Assets	-27,043.00
12/03/2014	6828	Tom Rebyak	Salaries	-600.00
12/03/2014	6829	Brian Kelly	Salaries	-600.00
12/03/2014	6830	BP	Fuel Vouchers	-628.00
12/03/2014	6831	Verizon Wireless	Utilities	-152.04
12/05/2014	6832	Witmer Associates, Inc	Gear Cleaning	-721.88
12/05/2014	6833	PSE&G	Utilities	-482.00
12/05/2014	6834	George Adams	Reimbursement for Expenses/Loss	-190.00
12/05/2014	6835	Rich Allocco	Reimbursement for Expenses/Loss	-348.00
12/05/2014	6836	Ronald Barz	Reimbursement for Expenses/Loss	-1,225.00
12/05/2014	6837	Ben Bradley	Reimbursement for Expenses/Loss	-425.00
12/05/2014	6838	Fred Brunner	Reimbursement for Expenses/Loss	-267.00
12/05/2014	6839	Anthony Cannillo	Reimbursement for Expenses/Loss	-416.00
12/05/2014	6840	Rob Cobane	Reimbursement for Expenses/Loss	-599.00
12/05/2014	6841	Robert Cobane	Reimbursement for Expenses/Loss	-506.00
12/05/2014	6842	Michael Cook	Reimbursement for Expenses/Loss	-687.00
12/05/2014	6843	Tim Cook	Reimbursement for Expenses/Loss	-330.00

12/05/2014	6844	Dale Cowley	Reimbursement for Expenses/Loss	-470.00
12/05/2014	6845	Tim Culver	Reimbursement for Expenses/Loss	-176.00
12/05/2014	6846	Anthony Cunder	Reimbursement for Expenses/Loss	-420.00
12/05/2014	6847	Matt Downey	Reimbursement for Expenses/Loss	-321.00
12/05/2014	6848	Chris Gannon	Reimbursement for Expenses/Loss	-402.00
12/05/2014	6849	John Goldberg	Reimbursement for Expenses/Loss	-339.00
12/05/2014	6850	Michael Goldberg	Reimbursement for Expenses/Loss	-497.00
12/05/2014	6851	Jesse Graziano	Reimbursement for Expenses/Loss	-796.00
12/05/2014	6852	John Graziano	Reimbursement for Expenses/Loss	-384.00
12/05/2014	6853	Henry Hansch	Reimbursement for Expenses/Loss	-452.00
12/05/2014	6854	Pauline Heizmann	Reimbursement for Expenses/Loss	-407.00
12/05/2014	6855	Kevin Herbert	Reimbursement for Expenses/Loss	-579.00
12/05/2014	6856	Robert Johnston	Reimbursement for Expenses/Loss	-307.00
12/05/2014	6857	Thomas Cobane	Reimbursement for Expenses/Loss	-599.00
12/05/2014	6858	Ken Jubinski	Reimbursement for Expenses/Loss	-796.00
12/05/2014	6859	Brian Kelly	Reimbursement for Expenses/Loss	-881.00
12/05/2014	6860	Jonathan Kelly	Reimbursement for Expenses/Loss	-1,546.00
12/05/2014	6861	Tim Kelly	Reimbursement for Expenses/Loss	-818.00
12/05/2014	6862	Jack Koba	Reimbursement for Expenses/Loss	-348.00
12/05/2014	6863	James Kralej	Reimbursement for Expenses/Loss	-398.00
12/05/2014	6864	Robert F Krygoski	Reimbursement for Expenses/Loss	-185.00
12/05/2014	6865	Craig Leaman	Reimbursement for Expenses/Loss	-271.00
12/05/2014	6866	Anthony Lori	Reimbursement for Expenses/Loss	-1,596.00
12/05/2014	6867	Joseph Makowski	Reimbursement for Expenses/Loss	-1,627.00
12/05/2014	6868	Joseph Mihalko, Jr.	Reimbursement for Expenses/Loss	-1,202.00
12/05/2014	6869	Derek Pillion	Reimbursement for Expenses/Loss	-280.00
12/05/2014	6870	Randy Polo	Reimbursement for Expenses/Loss	-583.00
12/05/2014	6871	Anthony Rapa	Reimbursement for Expenses/Loss	-443.00
12/05/2014	6872	Tom Rebyak	Reimbursement for Expenses/Loss	-669.00
12/05/2014	6873	Cian Rung	Reimbursement for Expenses/Loss	-479.00
12/05/2014	6874	Michael Rung	Reimbursement for Expenses/Loss	-217.00
12/05/2014	6875	Derrick Shearer	Reimbursement for Expenses/Loss	-599.00
12/05/2014	6876	Marc Sieka	Reimbursement for Expenses/Loss	-249.00
12/05/2014	6877	Steve Willans	Reimbursement for Expenses/Loss	-443.00
12/05/2014	6878	Henry Winters	Reimbursement for Expenses/Loss	-307.00
12/05/2014	6879	Thomas Wodynski	Reimbursement for Expenses/Loss	-307.00
12/05/2014	6880	William Wodynski	Reimbursement for Expenses/Loss	-886.00
12/05/2014	6881	Raymond Woytas	Reimbursement for Expenses/Loss	-258.00
12/05/2014	6882	Tyler Woytas	Reimbursement for Expenses/Loss	-176.00
12/05/2014	6883	Ricky Ziccarello	Reimbursement for Expenses/Loss	-321.00
12/05/2014	6884	J C P & L	Utilities	-652.16

12/08/2014	6885	STAPLES CREDIT PLAN	Office Supplies	-99.34
12/08/2014	6886	Township of Hanover	Diesel	-12.82
12/08/2014	6887	Whippany Fire Company	Other Rentals	-6,000.00
12/10/2014	6890	Derrick Shearer	Reimbursement for Expenses/Loss	-490.00
12/10/2014	6891	Kovatch Mobile Equipment	Engine 83	-22,447.32
12/10/2014	6892	All Jersey Garage Doors	Building Maintenance	-450.00
12/10/2014	6893	Sam Carbis Services, LLC	Operating Materials & Supplies	-805.96
12/11/2014	6894	Batteries Plus	Batteries	-292.87
12/11/2014	6895	Standard Insurance Co	Life Insurance	-4,826.45
12/15/2014	eft	Board of Fire Commissioners	Employee Payroll	-14,701.74
12/17/2014	6896	SMCMUA	Utilities	-18.05
12/17/2014	6897	SMCMUA	Utilities	-85.20
12/17/2014	6898	NJ Motor Vehicle Commission	Membership Dues & Subscriptions	-150.00
12/17/2014	6899	Township of Hanover	Gasoline	-357.57
12/17/2014	6900	US Bank Equipment Finance	Copy Machine lease	-255.00
12/17/2014	6901	ACS Firehouse Software	Office Supplies	-2,994.00
12/17/2014	6902	Matthew Bender & Co.	Membership Dues & Subscriptions	-208.89
12/17/2014	6903	PSE&G	Utilities	-92.83
12/17/2014	6904	Brunners Garage	Repairs & Maintenance	-592.74
12/17/2014	6905	Police & Firemen's Insurance Association	Police & Fire Insurance	-454.28
12/17/2014	6906	About Me	Uniforms and Personal Equipment	-200.00
12/17/2014	6907	Fastenal Company	Operating Materials & Supplies	-7.95
12/18/2014	eft	NJ Division of Pensions & Benefits	Pension Expense	-2,153.00
12/18/2014	eft	NJ Division of Pensions & Benefits	Pension Expense	-619.00
12/19/2014	6908	Daily Record	Advertising	-62.72
12/19/2014	6909	First Responder Newspaper	Membership Dues & Subscriptions	-80.00
12/22/2014	6910	Standard Insurance Co	Life Insurance	-1,721.40
12/22/2014	6911	FF1 Professional Safety Services	Operating Materials & Supplies	-28.57
12/22/2014	6912	Township of Hanover	Gasoline	-185.16
12/22/2014	6913	Northeast Communications, Inc.	Purchase of Assets	-600.00
12/31/2014	6914	BP	Fuel Vouchers	-551.00
12/31/2014	6915	CF Services	Repairs & Maintenance	-4,066.08
12/31/2014	6916	Township of Hanover	Diesel	-176.14
12/31/2014	6917	Cablevision	Utilities	-247.83
12/31/2014	6918	Verizon Wireless	Utilities	-225.88
12/31/2014	6919	Water and Sewer Specialties LLC	Hydrants	-584.50
12/31/2014	6920	Parker Publications	Advertising	-56.16
12/31/2014	6921	Home Depot Credit Services	Operating Materials & Supplies	-19.23
12/31/2014	6922	NJ Press / Media Solutions	Advertising	-110.68
12/31/2014	eft	Board of Fire Commissioners	Employee Payroll	-13,429.22
12/31/2014	6923	Politi Auto Parts	Operating Materials & Supplies	-77.52
12/31/2014	6924	FF1 Professional Safety Services	Purchase of Assets	-7,021.12
12/31/2014	eft	NJ Division of Pensions & Benefits	Pension Expense	-2,155.00
12/31/2014	eft	NJ Division of Pensions & Benefits	Pension Expense	-619.19
12/31/2014	6935	Lincoln National Life Insurance Company	Employee Benefits-LOSAP	-1,275.00
12/31/2014	6936	Lincoln National Life Insurance Company	Employee Benefits-LOSAP	-40,252.00
12/31/2014	6939	Lifesavers, Inc.	CPR Training	-149.00
12/31/2014	6940	About Me	Uniforms and Personal Equipment	-250.00
01/07/2015	6925	Nestle Pure Life Direct	Water	-34.82



01/07/2015	6926	PSE&G	Utilities	-482.00
01/07/2015	6927	Whippany Fire Company	Other rentals / Training	-7,300.00
01/07/2015	6928	J C P & L	Utilities	-671.03
01/07/2015	6929	Fire Engineering	Membership Dues & Subscriptions	-29.00
01/07/2015	6930	Hanover Sewerage Authority	Utilities	-174.30
01/07/2015	6931	Hanover Sewerage Authority	Utilities	-134.20
01/07/2015	6932	Verizon Wireless	Utilities	-152.06
01/07/2015	6933	Police & Firemen's Insurance Association	Police & Fire Insurance	-454.28
01/07/2015	6934	VFIS	Insurance Premiums	-7,603.00
01/07/2015	6937	NFPA/National Fire Protection Assoc ESRI Environmental Systems Research Inst.	Membership Dues & Subscriptions	-1,255.50
01/08/2015	6938		Membership Dues & Subscriptions	-100.00
01/12/2015	6941	Liberty Mutual Insurance Group	Workers Compensation	<u>-4,826.10</u>
				-
				234,702.81

At this time, Comm. J. Mihalko made a motion to adjourn. The motion was seconded by Comm. Hansch and passed by the following vote;

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

ABSENT: None

NAYS: None

The meeting was adjourned at 8:47.

Respectfully submitted:

*Janet Gant Hammond,*

*Board Assistant*