

**MINUTES - REGULAR MEETING**

**December 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

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: 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. J. Mihalko 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 - October 31, 2014	<b>\$269,180.99</b>
November Checks	(\$79,446.14)

**Deposits for the Month of November 2014**

Township of Hanover	False Alarms	\$300.00
JCC	Permits & Fees	\$42.00

**Balance on Hand, November 30, 2014** **\$190,076.85**

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**TD Bank Money Market**

Balance on Hand November 30, 2014 \$2,833.46

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

#### **TD Bank**

Balance on Hand November 30, 2014 \$747.75

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

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

Balance on Hand November 30, 2014 \$819,626.09

#### **Provident Bank**

Balance on Hand November 30, 2014 \$780,084.85

Checks Submitted this Month's Meeting \$158,786.41

## **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. Cobane and seconded by Comm. Barz. It was passed by the following vote:

AYES: Barz, M. Mihalko, 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**

- Budget came back from the state – approved and signed. The public hearing will be at our January meeting.

## **COMMITTEE REPORTS**

**Personnel:** Nothing at this time.

**Building:** Nothing at this time.

**Apparatus:** Engine 83 is back and will be in service soon. All other vehicles have been serviced for the winter – oil changes, etc... 86 needed new shocks.

**Dinner:** Cancelled

**Insurance:** Nothing at this time.

**First Aid:** It was reported that EMS responded to 22 calls this month and 2 transports. It looks like the First Aid Squad is using us more for transports. Firefighter Ian Bell explained that the transports mostly only take place when the first ambulance is already out on a call and is busy.

Comm. Barz pointed out that there are more first aid calls all the time. The Squad bills for both calls – even if we are responding PLUS we lose one man out of town on the call. We're helping them out but not getting revenue from it like they are.

Chief – reassured the board that listening to the county radio, a lot of towns, (Minutemen, Roxbury) are being on second or 3<sup>rd</sup> calls. CK actually usually gets out on the first dispatch. They're doing pretty well.

Comm. Hansch – We ARE helping them but that actually helps the people in our town. Working it the way we do is saving us from having to hire a paid guy or start up our own ambulance squad.

Comm. Barz made a motion that the paid guys can take a truck out on a first aid call, as well as the SUV (84). It was seconded by Comm. Cobane but after further discussion the motion was tabled by a unanimous vote. The discussion was centered on EMS calls and taking a truck. The truck would have to have first aid equipment on it, including a backboard. We'd need to determine the cost for equipping one or more trucks and also where on the truck to store first aid equipment.

At this time, Comm. Barz presented a Lifesaving Award to Ian Bell for saving the life of someone last week on Warren Street.

**FIRE COMPANY / RELOCATION:** The Relocation Committee spoke to the Board in a private session earlier and updated them on the progress being made

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

## **OLD BUSINESS**

Pagers – We have about 75 VHF pagers that are being replaced. The Chief and Julie are going to try to sell them on Guvdeals – the government ebay site, in 1 big lot. We have ladders and some other equipment also.

## **NEW BUSINESS**

At the recent training up at the Fire Academy, the instructors there praised our whole group and our training program – and more than once. We should let the guys know. Their behavior and performance was outstanding.

AT this time Comm. Barz suggested that the Commissioners go over the new budget line by line and isolate where we can save some money. He suggested that there's a lot in there that we don't pay attention to.

Comm. Mike Mihalko agreed with him. He mentioned the cable bill, the air conditioning thermostat – lights left on – A little bit goes a long way. Internet, phone and cable – maybe we could get a bundle package.

Ron and Mike agreed to go over the items and report back to the Board.

Mike – Saw Brueno mowing our lawn, which he does for free. Since we don't have the Commissioner's dinner any more, is there a way to thank him. And are there others we should be thanking also? Maybe a gift certificate for dinner?

Ian mentioned Pete at Bushes Garden Center also – donates flowers every year.

Henry said that we DO give him a free sign at the golf outing. He has said that he can't be a fireman so this is his way of volunteering his support.

Henry said we could list the people who help us on our website and on social media and put in a plug for their businesses.

The Relief Association asked for permission to use the building for their meetings in the coming year. A motion was made by Comm. M. Mihalko to allow them to do this. That motion was seconded by Comm. Hansch and passed by the following vote:

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

ABSENT: None

NAYS: None

Henry – the new brochure mock-up looks great. If they design it, can we get the money to print it? We should also make one more catered to High School kids to get them interested. Comm. Hansch made a motion that the Board provide up to \$500 to print some brochures. The motion was seconded by Comm. M. Mihalko and passed by the following vote:

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

ABSENT: None

NAYS: None

Comm. Cobane suggested we put them in the Fund Drive letter and hand them out at the doors too.

Petitions to run for Commissioner are available from Mr. Cobane. They need to be back by January 16<sup>th</sup> at 5:00. Two Board member seats are available.

### **PUBLIC PART OF THE MEETING**

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

At 8:40, the Board went into Executive Session.

(See Separate Notes)

At 9:20, the Board came out of Executive session.

### **BIILLS**

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

11/03/2014	6780	Verizon Wireless	Utilities	-152.06
11/03/2014	6781	PSE&G	Utilities	-482.00
11/03/2014	6782	Fail Safe Testing	Hose	-147.00
11/03/2014	6783	Politi Auto Parts	Operating Materials & Supplies	-29.37
11/05/2014	6784	J C P & L	Utilities	-1,703.77
11/05/2014	6785	Northeast Communications, Inc.	Radios	-241.50
11/05/2014	6786	STAPLES CREDIT PLAN	Office Supplies	-217.31
11/05/2014	6787	State Line Fire & Safety, Inc.	Hurst	-554.45
11/05/2014	eft	Division of pensions & benefits	Medical Benefits	-8,311.03
11/10/2014	6788	Nestle Pure Life Direct	Water	-8.99
11/10/2014	6789	Police & Firemen's Insurance Association	Police & Fire Insurance	-453.24
11/10/2014	6790	PSE&G	Utilities	-53.86
11/10/2014	6791	Parker Publications	Advertising	-13.02
11/10/2014	6792	J C P & L	Utilities	-9.75
11/10/2014	6793	Fire Fighters Equipment Company Inc.	Operating Materials & Supplies	-118.75

11/10/2014	6794	Morris County Public Safety Training Acad	Training and Education	-100.00
11/10/2014	6795	Board of Chosen Freeholders	Other Outside Services	-20,400.00
11/10/2014	6796	Township of Hanover	Diesel	-187.36
11/10/2014	6797	Fred Brunner	Wildwood	-679.00
11/10/2014	6798	Walter Kruger	Wildwood	-679.00
11/10/2014	6799	William Dixon	Wildwood	-579.00
11/10/2014	6800	Ken Schleifer	Wildwood	-679.00
11/10/2014	6801	Robert Cobane	Wildwood	-919.00
11/10/2014	6802	Anthony Lori	Wildwood	-679.00
11/10/2014	6803	Joseph Cortright	Wildwood	-679.00
11/10/2014	6804	Julie Mihalko	Wildwood	-340.00
11/10/2014	6805	Raymond Woytas	Wildwood	-679.00
11/10/2014	6806	John V. Keena	Wildwood	-579.00
11/10/2014	6807	ESRI Environmental Systems Research Inst.	Membership Dues & Subscriptions	-100.00
11/10/2014	6808	Liberty Mutual Insurance Group	Workers Compensation	-4,826.45
11/19/2014	6809	Morristown Medical Group	Medical	-350.00
11/19/2014	6810	Township of Hanover	Gasoline	-208.77
11/19/2014	6811	Morris Cty Fire Prevention Assoc. Inc.	Membership Dues & Subscriptions	-210.00
11/19/2014	6812	Police & Firemen's Retirement System	Pension Expense	-46.06
11/19/2014	6813	Safeguard Business Systems	Office Supplies	-224.66
11/21/2014	6814	Standard Insurance Co	Life Insurance	-1,721.40
11/21/2014	6815	Technical Fire Services, Inc	Pumps	-675.00
11/21/2014	eft	Board of Fire Commissioners	Employee payroll	-14,064.08
11/24/2014	6816	US Bank Equipment Finance	Copy Machine lease	-255.00
11/24/2014	eft	Division of pensions & benefits	Medical Benefits	-2,153.00
11/24/2014	eft	Division of pensions & benefits	Medical Benefits	-620.00
11/26/2014	eft	Board of Fire Commissioners	Employee payroll	-14,317.26
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	-425.00

## Expenses/Loss

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 Kraley	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	<u>-6,000.00</u>
				-
				164,786.41

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 9:25

Respectfully submitted:

*Janet Gant Hammond,*

*Board Assistant*



## MINUTES OF EXECUTIVE SESSION 12-8-14

8:40

The Commissioners discussed the visit by the Relocation Committee in the pre-meeting.

They would like to see more fundraising efforts from the company side of things.

They do the Golf Outing and the raffle and that's about it. Each one makes about \$10,000.

With the cell tower income, fundraising efforts have fallen off.

Briefly suggested were that LOSAP and the Clothing allowance suspension for 1 year could bring in some money.

Mike Mihalko: We have money in reserve but should keep it in abeyance unless the company is in foreclosure or bankruptcy or other dire straits.

That fund is for a truck and any other unexpected expenses that come up often around here and which we seem to have a lot of. Cited truck fire, \$20,000 new pagers, etc...

The Board discussed fundraising, the new brochures, the new building and supporting the relocation committee.

In the long run, we are committed to the firehouse and to helping the company. But some new fundraising has to take place.

Board came out of Executive Session at 9:20