

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 | \$269,180.99 |
| 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**

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 15th 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 3rd 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 16th 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 |

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|------------|------|---|---------------------------------|------------|
| 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 |

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|------------|------|-----------------------|---------------------------------|------------------|
| 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