

MINUTES - REGULAR MEETING

February 12, 2018

Chairman Polo called the meeting to order on the above mentioned date at 7:00 pm, at the Fire Commissioner's office at 434 Route 10, Whippany, NJ.

Commissioners present: Kitchell, Shearer, Kraley, Polo

Absent: None

Vacant: 1 seat

Also present: Chief Joseph Cortright & Township Committee Liaison, Brian Cahill

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 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. Kitchell made a motion to accept the minutes from the last meeting. The move was seconded by Comm. Kraley and it was carried by the following vote:

AYES: Kitchell, Kraley, Polo & Shearer

ABSENT: None

NAYS: None

TREASURER'S REPORT

The following Treasurer's report was submitted. Commissioner Kitchell made a motion to accept the report. Comm. Shearer seconded the move and it was carried by the following vote:

AYES: Kitchell, Kraley, Polo & Shearer

ABSENT: None

NAYS: None

General Checking Account #7859643244

TD Bank

Balance On Hand - December 31, 2017	\$29,756.86
January Checks	(\$98,011.29)

Deposits for the Month of January 2018

Transfer from Morgan Stanley		\$70,000.00
Township of Hanover	False Alarms	\$200.00
Glass Flooring Systems	Permits & Fees	\$54.00
3-M	Permits & Fees	\$84.00
Dosch King	Permits & Fees	\$695.00
Halo Pharmaceutical	Permits & Fees	\$695.00
Lexis Nexis	Record Request	\$5.00
Hanover Twp Bd of Education	CPR Training Income	\$5,000.00

Balance on Hand, January 31, 2018
(matches Quickbooks)

\$8,478.57

Active Assets Account #615 108684 107

Morgan Stanley/Smith Barney

Balance on Hand January 31, 2018

\$436,932.45

Checks Submitted this Month's Meeting

\$133,940.70

CHIEF'S / FIRE OFFICIAL REPORT and COMMENTS

Supplies, Equipment, and Maintenance

- Supplies were purchased from Home Depot.
- Supplies were purchased from Batteries Plus.
- Supplies were purchased from Staples.
- Equipment was purchased from Fastenal.
- FF 1 repaired 1 SCBA Pack.
- Approved Fire performed yearly extinguisher testing for the buildings and apparatus.

Apparatus

- Brunner's Garage repaired the heat on Unit 88.
- CF Services replaced the two spot lights on the back of the cab on Engine 83.

Training

- Training for the month of January were
 - Multiple Blood Bourne, RTK classes
 - SCBA Refresher
- Training for the month of February will be
 - 20th Haz Mat refresher
 - 27th pump ops
- We sent 5 members to an Ice Rescue Technician Class and had 4 members participate in a refresher training class.

Purchases

- No purchase requests for the month.

Fire Prevention

- (62) Inspections / re-inspections were conducted last month. \$1528.00 in Permit fees were collected.

EMS

- (47) Calls were answered last month with 0 transports.

Fire

- (41) Calls were answered last month.

Other Matters and Announcements

- We participated in a parade for the Hanover Township Tigers Football Team. They won the National Championship for their age category.
- We responded to East Hanover twice during January for RIC.
- I participated in a lock down drill at WPHS.

- Josh and I completed and submitted the Year End Inspection Report for the Division of Fire Safety.
- I applied to FEMA for the 2017 AFG Grant.
- I started the application for the HGAC Co-Op.
- Brian, Paul and I met with Eric Trevena to discuss final apparatus specifications.
- Denise Brennan from the Recreation Department entered our Public Safety Academy to be recognized by the New Jersey Parks & Recreation Association.

One particular aspect of the Academy drew special attention by the award's committee: the collaboration among the several departments involved in developing and implementing this unique program. This award represents the success of a tremendous team effort by all! There will be an awards dinner in Atlantic City on March 6, 2018 in the evening. Paul and I have been invited to attend and are interested.

Tickets are \$80.00 each would the Board be willing to pay for our tickets?

- We have started to plan the Public Safety Academy for 2018.
- I have started to work on getting prices for office trailers for the new building.

The Chief outlined his need for **new helmets** after the Ice Water rescue class. Our current helmets are from 1996. They would be from Wendy's Helmets for a cost of \$4000. A motion to purchase these helmets was made by Comm. Shearer. The motion was seconded by Comm. Kralely and passed by the following vote:

AYES: Kralely, Polo, Mihalko, Shearer

ABSENT: Kitchell

NAYS: None

A motion to accept the Chief's report was made by Comm. Shearer and seconded by Comm. Kitchell. It was passed by the following vote:

AYES: Kralely, Polo, Kitchell, Shearer

ABSENT: None

NAYS: None

COMMUNICATIONS

- Nothing at this time

COMMITTEE REPORTS

Personnel: Nothing at this time.

Apparatus: Derrick reported that the battery has been fixed on 81. The brake light is out and will be taken care of.

Insurance: Nothing at this time.

Dinner: Nothing at this time.

First Aid: It was reported that EMS responded to 47 calls this month and 0 transports.

RELOCATION

The Relocation Committee added one other attorney on retainer. They will appear at the Company meeting tomorrow. Derrick pointed out that Fred shouldn't be the only member of the committee there.

TOWNSHIP: Brian Cahill reported:

- The Township Committee had their budget meeting 2 weeks ago and the raise is 9% on the municipal side of things.
- Over 2018, they will add 2 additional police officers – staggered hiring dates.

- There was 2 million budgeted for roads, which had to be cut to one. They are trying to set aside 1 million each year for that.
- Upper Malapardis Park – they are able to do some of what needed to be done but not all. They will repair the parking lot and fix the tennis courts.
- They are looking at implementing a communication improvement through Civic plus. It will improve the technology used by the town – via such vehicles as Facebook, Twitter, a better Municipal website, email alerts, etc. They are deciding whether to bring on a Public Information Officer to facilitate these changes. It may be a college intern – Communication major that will assist with this.

FIRE CO: The St. Patrick’s Day parade is the 10th of March. Mike Cook is heading up the delegation from here and is looking for people to attend and also to use an apparatus for the parade. The Board agreed to let him use the truck, if they go.

OLD BUSINESS – Election is this Saturday. Derrick reported that everything is all set for it. It will be at 434 Route 10. There are 2 machines and 3 people working, along with the gentleman from the County.

As a side note – the Board of Elections sent a hard copy of the election ballot to Bob Cobane instead of emailing it to Derrick. It’s all fixed now.

They will need checks for the election workers and a voucher for dinner.

Mail in results will be back on Tuesday, instead of Monday, because of President’s Day.

NEW BUSINESS

- At this time, Comm. Shearer outlined the desire to join the Houston-Galveston Co-Op, one of 2 Co-Ops that can be put to use in the purchasing of a new apparatus, rather than going out to public bid for the financing. Comm. Shearer read the attached **Resolution** – requesting that the Board be allowed to join the Houston-Galveston Co-op, with the intention of utilizing them in the purchase of our new apparatus.

*A motion was made by Comm. Kralej that we pass the resolution to join Houston-Galveston. It was seconded by Comm. Kitchell and passed by the following vote:

AYES: Kralej, Polo, Kitchell, Shearer

ABSENT: Polo

NAYS: None

The Chief will send the application over to Vince to determine how to proceed.

Derrick brought up a Fire Prevention item, which maybe should be presented at the next joint meeting. We borrowed the **Sparky the Fire Dog** costume from East Hanover for the pancake breakfast. Maybe it would be expeditious to purchase our own – jointly with Cedar Knolls. It could be used at Hanover Township Day, the fireworks at Fourth of July, and the 5k race. We would need to take care of it and keep it in good shape.

The NFPA is super protective of it and if we were to use it, there are rules to be followed. There are only 2 vendors that sell it. It’s probably about \$1000. Derrick will get prices.

There is a joint meeting with Cedar Knolls coming up in March.

Randy mentioned the re-organization meeting and everyone thinking about what position they may want to hold on the Board for the coming term.

Comm. Kralely asked the Chief about **Crew Nights** and what happens if people miss the crew night. The Chief answered that if there is another one that week, they don't get credit for it.

Along those same lines, Comm. Kralely asked that we adopt the SOP's **from the Training Officer**, Paul, outlining the guidelines and rules he set down. If you don't complete your required training for the year, you don't get fuel vouchers until you do. Too many people are not doing the trainings and now there are many ways to do it. With NJ Learn, you can do it online, print out a certificate and hand it to Paul and it will go in your file as completed. NJ Learn is free and costs us nothing. You just have to log in and then Paul will assign the training to you.

*A motion was made to pass the SOPs submitted by the Training Officer. The motion was made by Comm. Kitchell and seconded by Comm. Shearer. It passed by the following vote:

AYES: Kralely, Polo, Mihalko, Shearer

ABSENT: Kitchell

NAYS: None

The new SOPs will be posted at the firehouse.

NEW TRUCK:

At this time, the Chief passed out schematics of the new truck and went over it in detail. This is the 7th drawing that was done.

He reported the following:

The Apparatus Committee looked at 3 different manufacturers. The consensus was that Pierce was the best choice due to their craftsmanship and attention to detail.

This is a Pierce Enforcer cab – their middle of the line.

We upgraded to a Detroit engine instead of the Cummins engine.

It's a 48,000 lb truck so the 500 horsepower will make it last longer.

It has a 750 gallon single stage pump.

The compartments are roll-up doors, not swing out ones. It's safer and neater.

It's a different style pump panel – up and down handles – makes for a cleaner pump panel overall.

The front bumper has two 1 ¾ Cross lays.

The Cross lays are 1 ¾ and 2 ½.

There is a trash line that lays flat – for a rubber hose. We don't need hose wheels anymore.

The Cab – seating capacity for 6 men. You can see all the way from the back to the front for better communication.

Compartments for EMS supplies.

Passenger side has a compartment for hand tools and spare SCBA.

There is storage overhead also.

Pump panels are not stainless steel – they're black matte. NO water spots or polishing necessary.

Above the pump panels, are cord reels, one off either side of the apparatus.

Everything is LED so we don't need a generator. But you can hook up a portable one.

The on board generator was about \$12,000 and we don't need it. There is a slide out tray for the portable one.

Tool bed into over the wheel compartments – there are 3 places to mount equipment in there.

This is a City-Style truck. It can carry more hose. Can carry 1300 feet of 5" hose, 500 feet of 2 ½" and 500 feet of 3" hose.

It has a 2 ½" line which comes off the back.

We eliminated the front suction and moved it to the back.

There is in bed storage for 4 ladders.

Above that is another compartment for back boards and Stokes basket.

Derrick mentioned that the storage tray under the pump panels is not welded in – it's flexible if you hit a bump.

Under the windshield are 2 hand rails. Instead of using the wipers to climb up for cleaning and inspections. These handles will have red LEDs.

The pump is a Waterous versus a Hale. Hale does not support their product.

It's not a CAFs system but will have a foam system on it.

Pressure regulator can be set to what you need. You can even walk away from the truck and it will maintain the pressure for you.

The well and tank level gauge will be LED lit so you can tell what the level is, even from a distance.

There's not a lot of chrome. The front bumper is steel painted red and has a cushion on it. Painted rims.

The powder coated decision was made for less maintenance – not to save money.

Spotlights on front – 3 LED light bars.

Linex liners in the compartments. Easy to clean.

Short doors – not full length.

It looks good. There are rookie poles on the front bumpers and cameras on the back and right side.

With the exception of a couple of thousand dollars, we should be all set and can outfit a lot of it from 81. We'll still need a General Blitzfire for about \$12,000. I'd say about \$20,000 in extra equipment.

The rest of the basics are all included.

Took out a glass window and will put the mural from 81 on there. They will make it into a vinyl mural.

No gold leaf and if we ever need it again, they will have it on file with our logo and be ready to replace it. No more driving out there or waiting to have it done.

No more Chief Whippanong. A Maltese cross with the number 2 in it will be our logo.

There is no front suction so the turning is tighter.

Its length is 31' 6" and has a 27 foot turn radius.

Projected Price - \$641,828.10 through the Houston-Galveston contract.

Base price was \$416,850 and it was \$30,000 to upgrade the engine alone. It can out to be less than we thought.

There is a 12 month lead time for this apparatus.

How much will they want up front?

Chief said that was up to the Commissioners. We have to wait for the Houston-Galveston to come back and then go for a financing bid.

We can put down \$150,000; \$200,000 and then get rates. Minus the down payment.

Braslow said the rates are in the low threes right now – not the high twos.

Chief would like to send the legal stuff over to Braslow also, before we approve it. Just to make sure everything is on the up and up.

Derrick – He's up on all this stuff.

Randy asked how long it would take after we start the bidding.

Chief – The bid for financing should be 30 days and you get them back.

Derrick - Once Vince tells us to go ahead, we can start. Braslow mentioned needing an AA number.

Brain Kelly mentioned that once we're in Houston-Galveston, we can use them for tools, and other equipment also.

Chief – There is a fee to join Houston-Galveston but it's built into the Pierce order somehow. The only things not included are 2 trips. One to go out there for a pre-order meeting and the other for a pre-delivery inspection. You can tell them anything you don't like and they'll change it. Then it goes from Wisconsin to South Plainfield and then to us.

*Officially, Comm. Shearer made a motion that we purchase this truck. The motion was seconded by Comm. Kitchell and passed by the following vote;

AYES: Kraley, Polo, Mihalko, Shearer

ABSENT: Kitchell

NAYS: None

Chief also mentioned that he was talking to the guy who did the Bayer job about office trailers. He said he would hook us up with some and will get prices for them.

PUBLIC PART OF THE MEETING

5 members of the public attended.

No comments made.

BILLS

Comm. Shearer moved that the following bills be paid. The move was seconded by Comm. Kitchell and was carried by the following vote:

AYES: Kraley, Polo, Kitchell, Shearer

ABSENT: Polo

NAYS: None

01/08/2018	8681	WEX Fleet Universal	Gasoline	-151.00
01/08/2018	8682	Police & Firemen's Insurance Association	Police & Fire Insurance	-457.74
01/08/2018	8683	Cascade Subscription Service, Inc.	Membership Dues & Subscriptions	-1,197.00
01/08/2018	8684	Greenwood Power Equipment	Operating Materials & Supplies	-143.52
01/08/2018	8685	Coldstat Refrigeration	Operating Materials & Supplies	-3,220.00
01/08/2018	8686	Township of Hanover	Gasolinre	-469.07
01/08/2018	8687	JCP&L	Utilities	-691.71
01/08/2018	8688	JCP&L 10 Troy	Utilities	-285.49
01/08/2018	8689	CF Services	Repairs & Maintenance	-6,927.42
01/08/2018	8690	Optimum	Utilities	-239.88
01/08/2018	8691	PSE&G 10 Troy	Utilities	-866.73
01/08/2018	8692	STAPLES CREDIT PLAN	Office Supplies	-87.00
01/08/2018	8693	Morris County Public Safety Training Acad	Training and Education	-250.00
01/08/2018	8694	Technology Insurance Company	Workers Compensation	-4,084.31
01/08/2018	8695	Nestle Pure Life Direct	Water	-9.99
01/08/2018	8696	Emergency Reporting	Computers	-159.91
01/08/2018	8697	VFIS	Insurance Premiums	-7,144.00
01/08/2018	8698	SMCMUA 10 Troy	Utilities	-94.79
01/08/2018	8699	SMCMUA	Utilities	-32.78
01/08/2018	8700	Verizon Wireless	Utilities	-152.04
01/08/2018	8701	Verizon Wireless	Utilities	-238.24
01/08/2018	8702	Optimum	Utilities	-276.72
01/08/2018	8703	Hanover Sewerage Authority	Utilities	-454.99
01/08/2018	8704	SMCMUA 10 Troy	Utilities	-237.60
01/08/2018	8705	Hanover Sewerage Authority	Utilities	-237.60
01/08/2018	8706	SMCMUA	Utilities	-67.36
01/10/2018	8707	NJ Advance Media	Advertising	-38.75
01/10/2018	8708	Palermo's Pizza	Operating Materials & Supplies	-122.28

01/12/2018	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,655.29
01/15/2018	eft	Board of Fire Commissioners	Employee Payroll	-16,546.38
01/15/2018	8709	PSE&G	Utilities	-1,076.54
01/15/2018	8710	SMCMUA	Utilities	-331.68
01/15/2018	8711	Fire Safety USA	Hoses	-1,150.00
01/15/2018	8712	Township of Hanover	Gasoline	-473.09
01/15/2018	8713	Whippany Fire Company	Other Rentals	-9,300.00
01/18/2018	8714	NJ State Assoc of Fire Districts	Membership Dues & Subscriptions	-300.00
01/18/2018	8715	Janet Gant-Hammond	Reimbursements	-56.00
01/18/2018	8716	Northeast Communications, Inc.	Radios	-356.00
01/18/2018	8717	Brunners Garage	Repairs & Maintenance	-527.77
01/18/2018	8718	Daily Record	Advertising	-434.46
01/22/2018	8719	Lifesavers, Inc.	CPR Training Expense	-320.90
01/22/2018	8720	Standard Insurance Co	Life Insurance	-2,004.80
01/22/2018	8721	US Bank Equipment Finance	Copy Machine lease	-255.00
01/25/2018	8722	Optimum	Utilities	-276.25
01/25/2018	8723	Verizon Wireless	Utilities	-238.60
01/25/2018	8724	Finish Line Car Wash	Car Washes	-8.03
01/25/2018	8725	ESRI Environmental Systems Research Inst.	Computers	-100.00
01/25/2018	8726	Concern	Membership Dues & Subscriptions	-500.00
01/25/2018	8727	MCA AFC	Membership Dues & Subscriptions	-25.00
01/25/2018	8728	FF1 Firefighter One, LLC	Operating Materials & Supplies	-120.75
01/25/2018	8729	NJ Career Chiefs Association	Membership Dues & Subscriptions	-375.00
01/25/2018	8730	All Jersey Garage Doors	Building Maintenance	-1,015.00
01/25/2018	8731	CDW Government	Computers	-84.99
01/25/2018	8732	Morris County Fire Prevention Assoc. Inc.	Membership Dues & Subscriptions	-450.00
01/25/2018	8733	Gann Law Books	Membership Dues & Subscriptions	-176.00
01/25/2018	8734	Lexis-Nexis	Membership Dues & Subscriptions	-223.74
01/25/2018	8735	NFPA/National Fire Protection Assoc	Membership Dues & Subscriptions	-1,345.50
01/29/2018	8736	New Breed Fitness, LLC	Training and Education	-380.00
01/29/2018	8737	Verizon Wireless	Utilities	-152.04
01/29/2018	8738	Home Depot Credit Services	Shop Supplies	-178.34
01/29/2018	8739	Technology Insurance Company	Workers Compensation	-4,084.33
01/29/2018	8740	Safeguard Business Systems	Office Supplies	-204.41
01/29/2018	8741	Emergency Reporting	Computers	-159.91
01/30/2018	eft	Board of Fire Commissioners	Employee Payroll	-16,787.57
02/05/2018	8742	Bradley, Ben	Fuel Vouchers	-10.00
02/05/2018	8743	Cobane, Rob	Fuel Vouchers	-70.00
02/05/2018	8744	Cobane, Robert	Fuel Vouchers	-20.00
02/05/2018	8745	Cobane, Thomas	Fuel Vouchers	-30.00
02/05/2018	8746	Cook, Michael	Fuel Vouchers	-20.00
02/05/2018	8747	Cowley, Dale	Fuel Vouchers	-30.00
02/05/2018	8748	D'Angelo, Anthony	Fuel Vouchers	-20.00
02/05/2018	8749	Dill, Matthew	Fuel Vouchers	-30.00
02/05/2018	8750	Gallo, Matt	Fuel Vouchers	-30.00
02/05/2018	8751	Gethins, John	Fuel Vouchers	-30.00
02/05/2018	8752	Graziano, Jesse	Fuel Vouchers	-30.00
02/05/2018	8753	Hansch, Henry	Fuel Vouchers	-20.00
02/05/2018	8754	Heizmann, Pauline	Fuel Vouchers	-20.00

02/05/2018	8755	Jubinski, Ken	Fuel Vouchers	-20.00
02/05/2018	8756	Kelly, Brian	Fuel Vouchers	-70.00
02/05/2018	8757	Kelly, Eric	Fuel Vouchers	-30.00
02/05/2018	8758	Kelly, Jonathan	Fuel Vouchers	-30.00
02/05/2018	8759	Kelly, Tim	Fuel Vouchers	-30.00
02/05/2018	8760	Koba, Jack	Fuel Vouchers	-30.00
02/05/2018	8761	Kraley, James	Fuel Vouchers	-20.00
02/05/2018	8762	Lori, Anthony	Fuel Vouchers	-20.00
02/05/2018	8763	Makowski, Joseph	Fuel Vouchers	-20.00
02/05/2018	8764	Mihalko, Joseph Jr.	Fuel Vouchers	-20.00
02/05/2018	8765	Paine, David	Fuel Vouchers	-30.00
02/05/2018	8766	Rung, Michael	Fuel Vouchers	-30.00
02/05/2018	8767	Shearer, Derrick	Fuel Vouchers	-20.00
02/05/2018	8768	Tursi, Frank	Reimbursement for Expenses/Loss	-30.00
02/05/2018	8769	Wodynski, William	Fuel Vouchers	-30.00
02/05/2018	8770	Woytas, Raymond	Fuel Vouchers	-20.00
02/05/2018	8771	Zicarello, Ricky	Fuel Vouchers	-20.00
02/05/2018	8772	PSE&G 10 Troy	Utilities	-1,672.58
02/05/2018	8773	Daily Record	Advertising	-42.31
02/05/2018	8774	McNeil & Company	Insurance Premiums	-10,375.75
02/05/2018	8775	Rescue Products International	Training and Education	-1,525.00
02/05/2018	8776	Graziano, Jesse	Training and Education	-45.00
02/05/2018	8777	Fastenal Company	Operating Materials & Supplies	-538.50
02/05/2018	8778	Northeast Communications, Inc.	Radios	-3,831.25
02/05/2018	8779	All Jersey Garage Doors	Building Maintenance	-175.00
02/09/2018	8780	JCP&L 10 Troy	Utilities	-306.91
02/09/2018	8781	JCP&L	Utilities	-523.94
02/09/2018	8782	STAPLES CREDIT PLAN	Office Supplies	-280.37
02/09/2018	8783	Auto Zone	Operating Materials & Supplies	-14.99
02/09/2018	8784	FF1 Firefighter One, LLC	Operating Materials & Supplies	-10,328.40
02/09/2018	8785	Police & Firemen's Insurance Association	Police & Fire Insurance	-457.74
02/09/2018	8786	Nestle Pure Life Direct	Water	-85.86
02/09/2018	8787	Optimum 10 Troy	Utilities	-237.88
02/09/2018	8788	NJ Advance Media	Advertising	-1,014.93
02/09/2018	8789	WEX Fleet Universal	Gasoline	-18.00
02/12/2018	eft	Division of pensions & benefits	Pension Expense	-3,000.00
02/12/2018	eft	NJ Division of Pensions & Benefits	Medical Benefits	-625.00
				-
				133,940.70

At this time, Comm. Polo made a motion to adjourn. The motion was seconded by Comm. Kitchell and passed by the following vote:

AYES: Kraley, Polo, Kitchell, Shearer

ABSENT: Polo

NAYS: None

Meeting was adjourned at 8:42

Respectfully submitted:

Janet Gant Hammond, Board Assistant