

MINUTES - REGULAR MEETING

June 11, 2018

Chairman Derrick Shearer called the meeting to order on the above mentioned date at 7:30 pm, at the Fire Commissioner’s office at 434 Route 10, Whippany, NJ.

Commissioners present: Kitchell, Shearer, Kraley, Woytas

Absent: Polo

Also present: Chief Joseph Cortright (late – HS Awards night) & Brian Cahill, Township Liaison

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.

A Moment of Silence was held for:

SKIP SOFIELD

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, Woytas & Shearer

ABSENT: Polo

NAYS: None

TREASURER’S REPORT

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

AYES: Kitchell, Kraley, Polo, Woytas & Shearer

ABSENT: Polo

NAYS: None

For the month of May 2018		
General Checking Account #7859643244		
TD Bank		

Balance On Hand - April 30, 2018		\$130,080.55
May checks		(\$78,934.58)
<u>Deposits for the Month of May 2018</u>		
Registration Fees		\$1,825.00
Penny Arcade Class Action Settlement		\$0.67
Inspire Kids	CPR Training	\$500.00
Palermos Pizza	Permits & Fees	\$54.00
Township of Hanover	False alarms	\$150.00
Township of Hanover	Permits & Fees	\$749.00
<u>Balance on Hand, May 31, 2018</u>		<u>\$54,424.64</u>
<u>(matches Quickbooks)</u>		
Active Assets Account #615 108684 107		
Morgan Stanley/Smith Barney		
Balance on Hand April 30, 2018		<u>\$438,270.77</u>
Checks Submitted this Month's Meeting		\$85,366.47

CHIEF'S / FIRE OFFICIAL REPORT and COMMENTS

Supplies, Equipment, and Maintenance

- Supplies were purchased from Home Depot.
- Supplies were purchased from Staples.
- Northeast Communications repaired 1 pager.
- Supplies were purchased from Auto Zone.
- Hanover Powersports repaired 1 chain saw.

Apparatus

- Brunner's Garage replaced a blown brake line on Unit 85.
- Brunner's Garage replaced the front brakes on Unit 86.
- While Paul was out on driver training with a member the driver struck a curb with driver side rear tire and damaged the tire. A new was ordered and installed by Custom Bandag.
- CF Services replaced the batteries in Rescue 80.

Training

- Training for the month of May was:
 - 15th School Bus Operations (Cancelled due to a storm)
 - 22nd Water Rescue
 - 29th School Bus Operations
- Training for the month of June will be:
 - 19th RIC training at the Fire Academy.

- 26th we invited the NJ Forest Fire Service to do a presentation.
- See Training report for additional information.
- We hosted a Moving Water Awareness and Operations Class here in Whippany.
- RPI trained 22 members on the new Harnesses and Bailout Systems.
- I purchased Hazardous Materials Technician from IFSTA. This is on a flash drive and has lesson plans, quizzes etc.

Purchases

- I would like to have a solar panel installed on Unit 87 to keep the battery charged and will have the tablet tied into it providing constant power. The batteries in this vehicle generally last only 2-3 years.
- | | |
|-------------------------|----------|
| Spectrum Communications | \$928.54 |
|-------------------------|----------|

Fire Prevention

- (47) Inspections / re-inspections were conducted last month. \$54.00 was collected in permit fees.

EMS

- (53) Calls were answered last month.

Fire

- (32) Calls were answered last month.

Other Matters and Announcements

- 1 Plan Review was completed.
- Multiple Spec Reviews were completed.
- I attended an evacuation drill at Bayer.
- Paul, Ian, Derrick and I attended railcar training at the Whippany Railroad Museum it was sponsored by Trans Com.
- I submitted the H-GAC application. We received our number and I forwarded it to Derrick.
- I attended a Leadership Seminar in West Orange sponsored by the New Jersey Career Fire Chief's Association.
- I renewed our I Am Responding subscription.
- The refrigerator in the Rescue is now working properly.
- Brian and I attended the Harrisburg Fire Expo Show on Friday May 18th.
- I have started the process for submitting the Life Insurance Claim for Skip Sofield.
- We hosted a meeting between all Hazardous Materials Teams in the County. We are looking to create run cards for responses for various types of calls.
- All job candidates have been notified about the upcoming interview process.
- Upcoming Events:
 - Weekend of June 9th and June 23rd we have members attending Moving Water Operations and Technicians Class
 - June 14th Flag Retirement Ceremony
 - July 2nd Fireworks rain date June 3rd

A member hit a curb during driver training and destroyed a tire on 82. It has been replaced.

COMMUNICATIONS

Nothing at this time

COMMITTEE REPORTS

Personnel: All good – New probie joining tomorrow night.

Apparatus: The cars are getting run down. We are now part of the HGAC Co-Op and can go out to bid for financing for the new truck. We'll have a packet to go to Richard Braslow and then out to bid. With the solicitation of bids, a lot of different numbers will come in. There will be different terms – 3-5 years, 7 years, and how much we want to put down and how long we want to pay it for can be decided then.

Insurance: Derrick gathered some information from 2 different companies that we can look into to see if their plans would benefit us - JIF & another one. Also, the audit from our Workers Comp Insurance Company has been completed. .

Dinner: Nothing at this time.

First Aid: It was reported that EMS responded to 53 calls this month and 0 transports. The Police Department is helping with lift assists as usual.

Relocation: There may be some news tomorrow but nothing yet. During the Joint Meeting, Commissioner Dugan from District No. 3 mentioned that someone had approached him for their position on our County loan. He wanted to state for the record that their position is No Position. They have no opinion on it whatsoever and it's between us and the town.

Township: Brian Cahill reported that Ex-Commissioner Mihalko has been pushing the Township Committee for a decision on the County loan. He said the Committee has been working very hard on it. They finally got the committee to move forward on it. Tom Braviak is working with Joe Giorgio on the wording right now of a Resolution. There are some conditions that will need to be met. Mike Mihalko looked at it and said it looked good.

Derrick said that we have some construction concerns also – didn't want Brian to feel that our only concern was the Committee's approval on the loan.

Comm. Kralej said that the Company needs every little bit of help.

Brian – At the end of the day, it HAS to be done. We're working hard as we can to make it happen. It MAY be on the agenda for Thursday's Township Committee meeting, but then again, maybe not yet.

FIRE CO: Nothing at this time.

OLD BUSINESS – The badge is in for Mike. We will present it at the next meeting.

NEW BUSINESS

*A motion was made to go ahead with Richard Braslow and move forward with our HGAC Lease to Purchase financial bidding. The motion was made by Comm. Kitchell and seconded by Comm. Kralej. All were in favor.

Chief Cortright arrived and addressed a purchase request from his report. He is requesting to purchase a solar panel for his car to power up his battery. His battery is tied to several things and needs to be replaced about every 2 years. This will keep his battery charged as well as keep his tablet always on. Everything will tie into the solar charger and it knows when to shut itself off. It is \$928.

*A motion was made by Comm. Woytas to allow the Chief to purchase the solar charger. The motion was seconded by Comm. Kitchell. All were in favor.

The Chief went over his report.

The Water rescue classes were a success.

He renewed I AM RESPONDING. The fridge in the Rescue is fixed.

Life insurance has been started for Skip Sofield.

Thursday is the flag retirement ceremony.

July 2nd is the Fireworks with a rain date of the 3rd.

PUBLIC PART OF THE MEETING

3 members of the public attended. No comments made.

BILLS

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

AYES: Kitchell, Kraley, Woytas, & Shearer

ABSENT: Polo

NAYS: None

05/01/2018	8952	Optimum	Utilities	-275.97
05/01/2018	8953	Verizon Wireless	Utilities	-152.04
05/01/2018	8954	Home Depot Credit Services	Shop Supplies	-231.43
05/01/2018	8955	Brunners Garage	#86	-700.00
05/01/2018	8956	Politi Auto Parts	Auto Parts	-159.75
05/01/2018	8957	Whippany Fire Company	other rentals	-9,000.00
05/01/2018	8958	Cobane, Rob	Fuel Vouchers	-70.00
05/01/2018	8959	Cobane, Robert	Fuel Vouchers	-20.00
05/01/2018	8960	Cobane, Thomas	Fuel Vouchers	-20.00
05/01/2018	8961	Cowley, Dale	Fuel Vouchers	-20.00
05/01/2018	8962	Dill, Matthew	Fuel Vouchers	-20.00
05/01/2018	8963	Gethins, John	Fuel Vouchers	-30.00
05/01/2018	8964	Jubinski, Ken	Fuel Vouchers	-10.00
05/01/2018	8965	Kelly, Brian	Fuel Vouchers	-70.00
05/01/2018	8966	Kelly, Eric	Fuel Vouchers	-30.00
05/01/2018	8967	Kelly, Jonathan	Fuel Vouchers	-20.00
05/01/2018	8968	Kelly, Tim	Fuel Vouchers	-20.00
05/01/2018	8969	Koba, Jack	Fuel Vouchers	-30.00
05/01/2018	8970	Lori, Anthony	Fuel Vouchers	-20.00
05/01/2018	8971	Makowski, Joseph	Fuel Vouchers	-20.00
05/01/2018	8972	Mihalko, Joseph Jr.	Fuel Vouchers	-30.00
05/01/2018	8973	Rung, Michael	Fuel Vouchers	-30.00
05/01/2018	8974	Shearer, Derrick	Fuel Vouchers	-20.00
05/01/2018	8975	Tursi, Frank	Reimbursement for Expenses/Loss	-30.00
05/01/2018	8976	Wodynski, William	Fuel Vouchers	-20.00
05/01/2018	8977	Zicarello, Ricky	Fuel Vouchers	-20.00
05/07/2018	8978	Nestle Pure Life Direct	Water	-85.86
05/07/2018	8979	McNeil & Company	insurance premiums	10,375.75
05/07/2018	8980	JCP&L	utilities	-413.72
05/07/2018	8981	JCP&L 10 Troy	Utilities	-245.20
05/07/2018	8982	PSE&G 10 Troy	Utilities	-282.81
05/07/2018	8983	STAPLES CREDIT PLAN	Office Supplies	-356.72
05/07/2018	8984	Police & Firemen's Insurance Association	Police & Fire Insurance	-457.74
05/07/2018	8985	Township of Hanover	Gasoline / Diesel	-315.52
05/07/2018	8986	PIP Printing	Office Supplies	-198.00
05/07/2018	8987	New Breed Fitness, LLC	Training and Education	-220.00
05/10/2018	8988	Optimum 10 Troy	Utilities	-237.68
05/10/2018	8989	Auto Zone	Operating Materials & Supplies	-84.51
05/10/2018	8990	Finish Line Car Wash	Car Washes	-24.09

05/10/2018	8991	American Trade Mark	Operating Materials & Supplies	-157.13
05/10/2018	8992	Fire Fighters Equipment Company Inc.	Recognitions	-739.70
05/10/2018	8993	Palermo's Pizza	Operating Materials & Supplies	-98.90
05/10/2018	8994	Emerson Engraving	Recognitions	-40.00
05/10/2018	8995	Fastenal Company	Operating Materials & Supplies	-21.68
05/14/2018	eft	NJ Division of Pensions & Benefits	Medical Benefits	-8,745.51
05/14/2018	eft	NJ Division of Pensions & Benefits	Pension Expense	-625.00
05/14/2018	eft	NJ Division of Pensions & Benefits	Pension Expense	-3,000.00
05/14/2018	eft	NJ Division of Pensions & Benefits	Pension Expense	-3,000.00
05/14/2018	8997	IFSTA Int'l Fire Service Training Assoc.	Training and Education	-232.50
05/14/2018	8998	Northeast Communications, Inc.	Operating Materials & Supplies	-1,362.00
05/14/2018	8999	Emergency Reporting	Computers	-159.91
05/15/2018	eft	Board of Fire Commissioners	Employee Payroll	15,710.71
05/23/2018	9000	Standard Insurance Co	Life Insurance	-1,969.00
05/23/2018	9001	Morristown Medical Group	Medical	-410.00
05/23/2018	9002	Milan Pizzeria	Operating Materials & Supplies	-60.00
05/23/2018	9003	Molly Malone's Pub	Operating Materials & Supplies	0.00
05/25/2018	9004	Daily Record	Advertising	-40.16
05/25/2018	9005	US Bank Equipment Finance	Copy Machine lease	-280.50
05/25/2018	9006	Optimum	Utilities	-275.97
05/30/2018	eft	Board of Fire Commissioners	Employee Payroll	16,254.97
05/31/2018	9007	Verizon	Utilities	-792.17
05/31/2018	9008	Township of Hanover	Gasoline / Diesel	-591.98
06/01/2018	9009	Verizon Wireless	Utilities	-152.04
06/04/2018	9010	Palermo's Pizza	Operating Materials & Supplies	-98.90
06/04/2018	9011	Daily Record	Advertising	-53.92
06/04/2018	9012	FF1 Firefighter One, LLC	Operating Materials & Supplies	-471.45
06/04/2018	9013	Nestle Pure Life Direct	Water	-9.99
06/04/2018	9015	Brunners Garage	#86	-617.24
06/04/2018	9016	Palermo's Pizza	Operating Materials & Supplies	-90.14
06/04/2018	9017	Emergency Services MArketing Corp., Inc.	Computers	-810.00
06/04/2018	9018	Paul Perrello	Reimbursements	-57.51
06/04/2018	9019	Finish Line Car Wash	Car Washes	-53.21
06/04/2018	9020	Optimum 10 Troy	Utilities	-249.67
06/04/2018	9021	Microsoft / Office 365	Computers	-149.58
06/04/2018	9022	Bradley, Ben	Fuel Vouchers	-10.00
06/04/2018	9023	Cobane, Rob	Fuel Vouchers	-70.00
06/04/2018	9024	Cobane, Robert	Fuel Vouchers	-20.00
06/04/2018	9025	Cobane, Thomas	Fuel Vouchers	-30.00
06/04/2018	9026	Cook, Michael	Fuel Vouchers	-20.00
06/04/2018	9027	Cowley, Dale	Fuel Vouchers	-30.00
06/04/2018	9028	Dill, Matthew	Fuel Vouchers	-30.00
06/04/2018	9029	Gallo, Matt	Fuel Vouchers	-30.00
06/04/2018	9030	Gethins, John	Fuel Vouchers	-30.00
06/04/2018	9031	Graziano, Jesse	Fuel Vouchers	-20.00
06/04/2018	9032	Johnston, Robert	Reimbursement for Expenses/Loss	-20.00
06/04/2018	9033	Jubinski, Ken	Fuel Vouchers	-10.00
06/04/2018	9034	Kelly, Brian	Fuel Vouchers	-70.00

06/04/2018	9035	Kelly, Eric	Fuel Vouchers	-30.00
06/04/2018	9036	Kelly, Jonathan	Fuel Vouchers	-20.00
06/04/2018	9037	Kelly, Tim	Fuel Vouchers	-30.00
06/04/2018	9038	Koba, Jack	Fuel Vouchers	-30.00
06/04/2018	9039	Lori, Anthony	Fuel Vouchers	-20.00
06/04/2018	9040	Makowski, Joseph	Fuel Vouchers	-20.00
06/04/2018	9041	Mihalko, Joseph Jr.	Fuel Vouchers	-30.00
06/04/2018	9042	Paine, David	Fuel Vouchers	-20.00
06/04/2018	9043	Rung, Michael	Fuel Vouchers	-30.00
06/04/2018	9044	Shearer, Derrick	Fuel Vouchers	-20.00
06/04/2018	9045	Tursi, Frank	Reimbursement for Expenses/Loss	-30.00
06/04/2018	9046	Wodynski, William	Fuel Vouchers	-30.00
06/04/2018	9047	Ziccarello, Ricky	Fuel Vouchers	-20.00
06/06/2018	9048	Brunners Garage	Utility 85	-323.98
06/06/2018	9049	PSE&G 10 Troy	Utilities	-14.65
06/06/2018	9050	Cortright, Joseph	Reimbursements	-21.63
06/08/2018	9051	POSTMASTER	Office Supplies	-100.00
06/08/2018	9052	Police & Firemen's Insurance Association	Police & Fire Insurance	-457.74
06/08/2018	9053	JCP&L 10 Troy	Utilities	-178.49
06/08/2018	9054	JCP&L	utilities	-708.40
06/11/2018	9055	NJ Advance Media	Advertising	-63.55
06/11/2018	9056	STAPLES CREDIT PLAN	Office Supplies	-59.16
06/11/2018	9057	Palermo's Pizza	Operating Materials & Supplies	-60.64
06/11/2018	9058	Spectrum Communications	Radios	-350.00
06/11/2018	9059	Northeast Communications, Inc.	Operating Materials & Supplies	<u>-560.00</u>
				-
				85,366.47

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

AYES: Kitchell, Kralej, Woytas & Shearer

ABSENT: Polo

NAYS: None

Meeting was adjourned at 7:55

Respectfully submitted:

Janet Gant Hammond, Board Assistant