

MINUTES - REGULAR MEETING

January 11 2016

Chairman Barz 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 Mike Mihalko, Barz, J. Mihalko, Polo & Shearer

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 these minutes. The move was seconded by Comm. M. Mihalko and it was carried by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Polo, Shearer

ABSENT: None

NAYS: None

TREASURER'S REPORT

The following Treasurer's report was submitted. A motion was made by Comm. Barz that we accept the Treasurer's Report. Comm. Shearer seconded the move and it was carried by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Polo, Shearer

ABSENT: None

NAYS: None

General Checking Account		
#7859643244		
TD Bank		
Balance On Hand - November 30, 2015		\$197,799.33
December checks		(\$181,925.51)
Add in voided check / Safe T paid twice		\$602.00
<u>Deposits for the Month of December 2015</u>		
Hanover Two Fire District No 3	Reimbursement Tanker	\$3,153.76
Air Group	Permits & Fees	\$42.00
Township of Hanover	False Alarms	\$775.00
Lincoln Financial	K Herbert / reimbursement	\$1,186.72
Steris Corp	Permits & Fees	\$42.00
Steris Corp	Permits & Fees	\$497.00
Township of Hanover	District Taxes	\$169,193.85
T Amaducci Associates	Permits & Fees	\$42.00
North Hills Realty	Permits & Fees	\$42.00

<u>Balance on Hand, December 31, 2015</u>		<u>\$191,450.15</u>
Active Assets Account #615 108684 107		
Morgan Stanley/Smith Barney		
Balance on Hand December 31, 2015		<u>\$395,951.53</u>
Provident Bank		
Balance on Hand December 31, 2015		<u>\$28,084.85</u>
Checks Submitted this Month's Meeting		<u>\$206,142.38</u>

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. Polo and seconded by Comm. J. Mihalko. It was passed by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Polo, Shearer

ABSENT: None

NAYS: None

Supplies, Equipment, and Maintenance

- Supplies were purchased from Politi Auto Parts.
- Office supplies were purchased from Staples.
- New flashlights were purchased for the utility vehicles.
- A 6 bank radio charger was purchased from Northeast Communications for one of the engines.

Apparatus

- Yearly Services on the apparatus was performed by CF Services. While services were being performed the following items were noted that need to be addressed:
 - Engine 81: Exhaust needs replacement, new belts, and rear brake chambers.
 - Engine 82: Needs new belts
 - Rescue 80: Exhaust needs replacement

I requested a quote from CF Services for all repairs.

- I would like to make the recommendation that CF Services come into the station around June, and inspect the apparatus for any repairs that might be needed. Instead of waiting until the end of the year.

This way we can address any repairs that need to be made at that time.

- Engine 81 had new tires installed.
- Engine 82 had the Inverter Switch on the pump panel replaced by CF Services.
- Rescue 80 had the Light Tower repaired by CF Services.
- While CF Services was working on Engine 81 it was noted that the frame was cracking in the same area as previously. This time the crack is heading towards the front of the truck.
- Update on New 84:
 - New engine was installed.
 - Vehicle was cleaned, detailed and inspected.

- Fast Signs lettered the vehicle.
- Bischoff Cabinetry built and installed a new cabinet for the back of the vehicle. We were not charged for the job it was a donation. A thank you letter will be sent to Bischoff Cabinetry.
- It was noticed that the vehicle was hit in the parking lot here at the station between December 30, 2015 and December 31, 2015. Nobody reported they hit the vehicle. A Police Report was made and I received an estimate for the repairs from Eagle Auto Body. The cost of the repairs are \$889.71.
- At this time the vehicle is at Northeast Communications and they are starting to install the lights on the vehicle.
- After receiving the yearly pump testing report from Technical Fire all apparatus passed but, repairs were noted that need to be addressed. These items will be taken care of.

Training

- No training during the month of December.
- Training for the month of January will be:
 - The 19th Blood Bourne and Hazard Communications. Paul also started to do these classes during the daytime to accommodate the college students
 - The 26th SCBA refresher

Purchases

- No purchase requests for the month.
- We are waiting for the Ice Sled to be delivered. The first one they sent us was not the one we ordered.

Fire Prevention

- (72) Inspections / re-inspections were conducted last month. We collected \$623.00 in permit fees.

EMS

- (39) Calls were answered last month with 3 transport assists.

Fire

- (49) Calls were answered last month.

Other Matters and Announcements

- I received a letter from the Hanover Township Relief Association requesting the use of 434 Route 10 for meetings. The letter was given to Commissioner Shearer.
- The following members have requested to sign up for classes:
 - Junior FF1- John Gethins
 - FF1- Peter Abbondanzo
 - FF2- Derrick Shearer and Anthony Rapa
 - Fire Officer- Jonathon Kelly
- I submitted a request to the Fire Academy for the use of the new Class A building.
- LOSAP for the year 2015 has been completed.
- We are working on the 2015 end of the year report for the Division of Fire Safety. This should be completed by the end of this week. Once it is completed it will be submitted to Chairman Barz for his signature.
- I am working on the 2015 year end percentages that need to be submitted to the Relief Association Secretary to send into the State.
- We will have a new junior member joining the company tomorrow night. David Payne. There will be a personnel meeting before the company meeting.
- Tyler Woytas completed and passed FF1.
- Jon Kelly, John Graziano, and Mike Cowley completed and passed the Inspectors class. They have to take the State test when it is available.

COMMUNICATIONS

- A letter from us to KME re: Engine 81 having a crack in it.
- Letter from the Hanover twp Relief Association requesting use of this building for their 2016 meetings. (Attached)
- Letter from the Board of Elections – form for how many voting machines we'll need. Derrick will submit to them.

COMMITTEE REPORTS

Personnel: Nothing at this time.

Apparatus: Engine 81 has a crack in it. Pictures and letter being sent to KME. Repairs were done on the pumps.

New 84 – Had a hit and run dent put in it in the parking lot. Joe is looking into insurance. No one has fessed up to hitting it. Maybe don't put through insurance?

Insurance: VFIS Accident and Sickness policy signed a 1 year extension.

Dinner: Nothing at this time.

First Aid: It was reported that EMS responded to 39 calls this month and 3 transports. For the year we had 437 calls and 43 transports.

Cedar Knolls: We will bring up the transports at the next joint meeting.

Township: George Coppola not present tonight.

RELOCATION: Meeting Wed. at 7 pm.

FIRE COMPANY - Nothing at this time.

OLD BUSINESS

Chief will be working on GovDeals. Have to decide what they want to sell.

Derrick has ordered the badges for past commissioners in November. Plaques were also ordered. Both are not in yet and he will follow up.

NEW BUSINESS

A motion was made to allow the Exempt Association the use of the building at 434 Route 10 for its 2016 meetings. Ongoing meeting dates will be: Jan., March 16, June 15, September 28, & December 21st. The motion was made by Comm. Barz and seconded by Comm. J. Mihalko. It passed by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Shearer

ABSENT: Polo

NAYS: None

At this time Chief Cortright introduced his new program for the Clothing Allowance. It will be presented to the members at tomorrow's meeting. You will need to make 45 calls to qualify and then stipends will be awarded based on your level, before any other reimbursements are determined. The Board agreed to this new proposal.

Comm. Shearer made a motion that we accept the Clothing Allowance requirements and implement the new program. The motion was seconded by Comm. J. Mihalko and passed by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Shearer

ABSENT: Polo

NAYS: None

The Board has determined that henceforth, anyone attending the Wildwood Convention will have to present a lodging receipt in order to get reimbursement for lodging. This motion was made by Comm. Shearer and seconded by Comm. J. Mihalko. It passed by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Shearer

ABSENT: Polo

NAYS: None

A letter will go out to the usual Wildwood attendees informing them of this new rule.

Chief went over some of the items on his report.

- 81 received new tires
- 82 needed an inverter switch
- 83 needed a light tower.
- 84 – The engine is in. It is inspected, and lettered.
- Bischoff made a cabinet. It's done and was made free of charge. A thank you letter will be sent to Bischoff.
- Chief got an estimate of \$889 to do the repair on 84 from the hit and run.
- The pumps were tested. All passed.

A motion was made by Comm. M. Mihalko that we have 84 repaired but NOT put it through insurance.

The motion was seconded by Comm. J. Mihalko and passed by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Shearer

ABSENT: Polo

NAYS: None

Ron asked if all the notices for elections and budget were in paper. Derrick confirmed that that had all been taken care of.

Who's Bringing food for tomorrow night's Company meeting?

Randy said he would.

PUBLIC PART OF THE MEETING

There were 6 members of the public in attendance.

BILLS

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

AYES: M. Mihalko, Barz, J. Mihalko, Shearer

ABSENT: Polo

NAYS: None

12/02/2015	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,050.54
12/02/2015	7317	Brunners Garage	Purchase of Assets	-160.95
12/02/2015	7318	The Engine Exchange	Purchase of Assets	-1,550.00
12/02/2015	7319	Eagle Auto Body	Purchase of Assets	-110.00
12/02/2015	7320	Verizon Wireless	Utilities	-152.04
12/02/2015	7321	Brian Kelly	Salaries	-600.00
12/02/2015	7322	Tom Rebyak	Salaries	-600.00
12/02/2015	7323	Ronald Barz	Comm / Chairman	-2,600.00
12/02/2015	7324	Derrick Shearer	Comm / Secretary	-2,600.00
12/02/2015	7325	Julie Mihalko	Commissioners	-2,000.00
12/02/2015	7326	Randy Polo	Commissioners	-2,000.00

12/02/2015	7327	Michael Mihalko	Comm . Treasurer	-2,600.00
12/04/2015	7328	Rich Allocco	Reimbursement for Expenses/Loss	-599.00
12/04/2015	7329	Ronald Barz	Reimbursement for Expenses/Loss	-1,286.00
12/04/2015	7330	Ben Bradley	Reimbursement for Expenses/Loss	-336.00
12/04/2015	7331	Fred Brunner	Reimbursement for Expenses/Loss	-224.00
12/04/2015	7332	Anthony Cannillo	Reimbursement for Expenses/Loss	-301.00
12/04/2015	7333	Rob Cobane	Reimbursement for Expenses/Loss	-599.00
12/04/2015	7334	Robert Cobane	Reimbursement for Expenses/Loss	-1,215.00
12/04/2015	7335	Thomas Cobane	Reimbursement for Expenses/Loss	-599.00
12/04/2015	7336	Michael Cook	Reimbursement for Expenses/Loss	-749.00
12/04/2015	7337	Tim Cook	Reimbursement for Expenses/Loss	-242.00
12/04/2015	7338	Dale Cowley	Reimbursement for Expenses/Loss	-599.00
12/04/2015	7339	Matt Downey	Reimbursement for Expenses/Loss	-484.00
12/04/2015	7340	Matthew Gallo	Reimbursement for Expenses/Loss	-537.00
12/04/2015	7341	John Gethins	Reimbursement for Expenses/Loss	-230.00
12/04/2015	7342	Jesse Graziano	Reimbursement for Expenses/Loss	-599.00
12/04/2015	7343	John Graziano	Reimbursement for Expenses/Loss	-519.00
12/04/2015	7344	Henry Hansch	Reimbursement for Expenses/Loss	-543.00
12/04/2015	7345	Pauline Heizmann	Reimbursement for Expenses/Loss	-507.00
12/04/2015	7346	Robert Johnston	Reimbursement for Expenses/Loss	-289.00
12/04/2015	7347	Ken Jubinski	Reimbursement for Expenses/Loss	-897.00
12/04/2015	7348	Brian Kelly	Reimbursement for Expenses/Loss	-1,145.00
12/04/2015	7349	Jonathan Kelly	Reimbursement for Expenses/Loss	-1,652.00
12/04/2015	7350	Tim Kelly	Reimbursement for Expenses/Loss	-596.00
12/04/2015	7351	Jack Koba	Reimbursement for Expenses/Loss	-599.00
12/04/2015	7352	James Kraley	Reimbursement for Expenses/Loss	-1,015.00
12/04/2015	7353	Robert F Krygoski	Reimbursement for Expenses/Loss	-207.00
12/04/2015	7354	Craig Leaman	Reimbursement for Expenses/Loss	-313.00
12/04/2015	7355	Anthony Lori	Reimbursement for Expenses/Loss	-1,864.00
12/04/2015	7356	Joseph Makowski	Reimbursement for Expenses/Loss	-1,953.00
12/04/2015	7357	Joseph Mihalko, Jr.	Reimbursement for Expenses/Loss	-1,174.00
12/04/2015	7373	Joey Mihalko	Operating Materials & Supplies	-531.00
12/04/2015	7359	Randy Polo	Reimbursement for Expenses/Loss	-413.00
12/04/2015	7360	Anthony Rapa	Reimbursement for Expenses/Loss	-490.00
12/04/2015	7361	Tom Rebyak	Reimbursement for Expenses/Loss	-625.00
12/04/2015	7362	Cian Rung	Reimbursement for Expenses/Loss	-336.00
12/04/2015	7363	Michael Rung	Reimbursement for Expenses/Loss	-599.00
12/04/2015	7364	Derrick Shearer	Reimbursement for Expenses/Loss	-974.00
12/04/2015	7365	Steve Willans	Reimbursement for Expenses/Loss	-378.00
12/04/2015	7366	Henry Winters	Reimbursement for Expenses/Loss	-366.00
12/04/2015	7367	William Wodynski	Reimbursement for Expenses/Loss	-1,038.00

12/04/2015	7368	Raymond Woytas	Reimbursement for Expenses/Loss	-307.00
12/04/2015	7369	Tyler Woytas	Reimbursement for Expenses/Loss	-301.00
12/04/2015	7370	Ricky Ziccarello	Reimbursement for Expenses/Loss	-572.00
12/04/2015	7371	James Kitchell	Reimbursement for Expenses/Loss	-212.00
12/07/2015	7372	Police & Firemen's Insurance Association	Police & Fire Insurance	-455.14
12/09/2015	7374	Vitales	Operating Materials & Supplies	-1,200.00
12/10/2015	7375	Township of Hanover	Diesel	-100.95
12/10/2015	7376	Brunners Garage	Car 201	-422.23
12/10/2015	7377	Batteries Plus	Batteries	-178.54
12/10/2015	7378	Morris County Public Safety Training Acad	Training and Education	-1,725.00
12/10/2015	7380	Liberty Mutual Insurance Group	Insurance Premiums	-3,718.06
12/10/2015	7381	First Responder Newspaper	Membership Dues & Subscriptions	-80.00
12/10/2015	7382	STAPLES CREDIT PLAN	Office Supplies	-166.85
12/10/2015	7383	J C P & L	Utilities	-607.38
12/11/2015	eft	Board of Fire Commissioners	Employee Payroll	-14,577.63
12/11/2015	7395	Batteries Plus	Batteries	-178.54
12/11/2015	7396	New Pig	Building Maintenance	-353.54
12/11/2015	7397	ESRI Environmental Systems Research Inst.	Computers	-100.00
12/11/2015	7398	Morris County Public Safety Training Acad	Training and Education	-300.00
12/11/2015	7399	Standard Insurance Co	Life Insurance	-1,736.50
12/14/2015	7384	Julie Mihalko	Reimbursements	-166.20
12/14/2015	7385	PSE&G	Utilities	-475.24
12/14/2015	7386	Township of Hanover	Gasoline / Diesel	-244.84
12/14/2015	7387	Whippany Fire Company	Other Rentals	-14,000.00
12/15/2015	eft	NJ Division of Pensions & Benefits	Pension Expense	-657.74
12/15/2015	eft	NJ Division of Pensions & Benefits	Pension Expense	-3,182.17
12/16/2015	7388	US Bank Equipment Finance	Copy Machine lease	-255.00
12/16/2015	7389	SMCMUA	Utilities	-132.18
12/16/2015	7390	SMCMUA	Utilities	-31.98
12/16/2015	7391	Paulie G's Deli	Operating Materials & Supplies	-105.56
12/16/2015	7392	NRS Rescue	Ice and water rescue	-1,106.03
12/18/2015	7393	Morristown Medical Group	Medical	-400.00
12/18/2015	7394	Parker Publications	Advertising	-73.94
12/23/2015	7400	Joseph Cortright	#84	-60.00
12/23/2015	7401	Custom Bandag, Inc.	Engine 81	-3,376.86
12/28/2015	7402	Verizon Wireless	Utilities	-227.32
12/28/2015	7403	Morris County Public Safety Training Acad	Training and Education	-225.00
12/28/2015	7404	US Federal Contractor Registration	Operating Materials & Supplies	-599.00
12/28/2015	7405	FF1 Professional Safety Services	Water/ Ice Rescue	-264.00
12/28/2015	7406	BP	Fuel Vouchers	-673.10
12/28/2015	7407	Lifesavers, Inc.	CPR Training Expense	-867.00
12/28/2015	7408	Hanover Powersports	Operating Materials & Supplies	-82.33
12/28/2015	7409	Galls Inc.	uniforms and personal equipment	-742.89
12/30/2015	eft	Board of Fire Commissioners	employee Payroll	-15,095.70
12/31/2015	7410	Witmer Associates, Inc	Operating Materials & Supplies	-608.34
12/31/2015	7412	Northeast Communications, Inc.	Radios	-225.00
12/31/2015	7413	Minerva Cleaners	Gear Cleaning	-1,464.75
12/31/2015	7415	Politi Auto Parts	Auto Parts	-166.55

12/31/2015	7416	Morgan Stanley	TD - Main	-25,000.00
12/31/2015	7416	Morgan Stanley	TD - Main	25,000.00
12/31/2015	7417	Morgan Stanley	TD - Main	100,000.00
12/31/2015	7417	Morgan Stanley	TD - Main	100,000.00
12/31/2015	7418	CF Services	Repairs & Maintenance	-7,555.12
12/31/2015	7419	Nestle Pure Life Direct	Water	-95.66
12/31/2015	7420	Derrick Shearer	Operating Materials & Supplies	-500.00
12/31/2015	7421	Township of Hanover	Gasoline / Diesel	-204.84
12/31/2015	7424	STAPLES CREDIT PLAN	Office Supplies	-266.78
12/31/2015	7428	FF1 Professional Safety Services	Water/ Ice Rescue	-2,536.50
12/31/2015	7422	Lincoln Financial	Employee Benefits-LOSAP	-1,200.00
12/31/2015	7423	Lincoln Financial	Employee Benefits-LOSAP	-37,720.00
12/31/2015	7437	Northeast Communications, Inc.	Purchase of Assets	-7,400.00
01/02/2016	7379	NFPA/National Fire Protection Assoc	Membership Dues & Subscriptions	-1,305.00
01/02/2016	7411	NFPA/National Fire Protection Assoc	Membership Dues & Subscriptions	-175.00
01/04/2016	7414	Verizon Wireless	Utilities	-152.04
01/08/2016	7425	Police & Firemen's Insurance Association	Police & Fire Insurance	-455.14
01/08/2016	7426	Whippany Fire Company	Other rentals . Training	-8,300.00
01/08/2016	7427	Optimum	Utilities	-250.66
01/08/2016	7429	Hanover Sewerage Authority	Utilities	-118.35
01/08/2016	7430	Hanover Sewerage Authority	Utilities	-151.92
01/08/2016	7431	POSTMASTER	Office Supplies	-98.00
01/11/2016	7432	J C P & L	Utilities	-633.43
01/11/2016	7433	Nielsen	Car 201	-518.40
01/11/2016	7434	US Assure Insurance Services of Fla, Inc.	Insurance Premiums	-1,102.89
01/11/2016	7435	Liberty Mutual Insurance Group	Workers Compensation	-3,717.04
01/11/2016	7436	VFIS	Insurance Premiums	-7,239.00
				-
				206,142.38

8:24 At this time, Comm. J. Mihalko made a motion to adjourn the public meeting and go into Closed Session to discuss the Chief's contract. The motion was seconded by Comm. Barz and passed by the following vote;

AYES: M. Mihalko, Barz, J. Mihalko, Shearer

ABSENT: Polo

NAYS: None

At 8:52, the Board came out of Closed Session. A meeting to adjourn was made by Comm. J Mihalko.

It was seconded by Comm. Polo and passed by the following vote:

AYES: M. Mihalko, Barz, J. Mihalko, Shearer

ABSENT: Polo

NAYS: None

Meeting was adjourned at 8:53.

Respectfully submitted:

Janet Gant Hammond, Board Assistant