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MINUTES - REGULAR MEETING

January 9, 2017

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: Commissioners; M. Mihalko, Kitchell, J. Mihalko, Polo & Shearer

Absent: None

Also present: Chief Joseph 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. M. Mihalko made a motion to accept the minutes from the last meeting. The move was seconded by Comm. Shearer and it was carried by the following vote:

AYES: Kitchell, M. Mihalko , J. Mihalko, Shearer & Polo

ABSENT: None

NAYS: None

Comm. Kitchell mentioned that the ladders mentioned in last month's minutes as being relisted, have now actually been sold on Gov Deals.

TREASURER'S REPORT

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

AYES: Kitchell, M. Mihalko , J. Mihalko, Shearer & Polo

ABSENT: None

NAYS: None

General Checking Account #7859643244

TD Bank

Balance On Hand - November 30, 2016	\$95,023.77
December checks	(\$136,962.69)

Deposits for the Month of December 2016

Township of Hanover	False Alarms	\$50.00
Aphena Pharma Solutions	Permits and Fees	\$42.00
mechanical solutions	Permits and Fees	\$42.00
Registration Fee		\$75.00
Steris Corp	Permits and Fees	\$497.00
Steris Corp	Permits and Fees	\$42.00
North Hills realty	Permits and Fees	\$42.00
Township of Hanover	District Taxes	\$179,208.00
Dasco	Permits and Fees	\$42.00
Air group	Permits and Fees	\$42.00

Tiffany Customer Fulfillment	Permits and Fees	\$497.00
Tiffany Customer Fulfillment	Permits and Fees	\$42.00
Dosch King	Permits and Fees	\$497.00
Dosch King	Permits and Fees	\$42.00
T Amaducci	Permits and Fees	\$42.00
Gov Deals		\$4,606.18
Mark Trece Inc.	Permits and Fees	\$42.00
Gov Deals		\$292.50

Balance on Hand, December 31, 2016 **\$144,203.76**

Active Assets Account #615 108684 107

Morgan Stanley/Smith Barney

Balance on Hand December 31, 2016 **\$513,572.34**

Provident Bank

Balance on Hand December 31, 2016 **\$2,024.85**

Checks Submitted this Month's Meeting **\$136,962.69**

CHIEF'S / FIRE OFFICIAL REPORT and COMMENTS

The following Chief's report was submitted for approval. There are some purchases to be discussed.

A motion to accept this report was made by Comm. M. Mihalko and seconded by Comm. J. Mihalko. It was passed by the following vote:

AYES: Kitchell, M. Mihalko , J. Mihalko, Shearer & Polo

ABSENT: None

NAYS: None

Supplies, Equipment, and Maintenance

- Supplies were purchased from Staples.
- Supplies were purchased from Home Depot.
- Supplies were purchased from, Politi Auto Parts.
- Supplies were purchased from Batteries Plus.
- State Line Fire and Safety services our extrication equipment.
- Northeast Communications repaired one pager under warranty.
- FF1 repaired 2 SCBA units.

Apparatus

- CF Services performed yearly service to all 3 Engines and the Rescue.

Training

- No training drills during the month of December.
- Training for the month of January will be:
 - 17th Blood Bourne and Hazard Communication
 - 24th SCBA Refresher
- The Public Safety Academy has published the 2017 training manual. All members have been informed.
- On Saturday February 4th Picatinny Fire will be hosting an Ice Rescue Drill from 0830-1400 hours. Members that will be attending who are Ice Rescue Tech's:

Ian Bell, Tom Cobane, Rob Cobane, Jonathon Kelly, Josh Makowski, Paul Perrello and Derrick Shearer. They will also bring Unit 85 with the trailer along with Unit 86. The drill will be at Picatinny and there is no charge for attending the drill.

Purchases

- All purchase requests from last month have been ordered.
- New meters have come in and will go in service shortly.
- Paul came to me with a purchase for training material. It is for online access to training videos along with training drill outlines. The price for the year would be \$635.00 and give us 5 licenses to access the video library from Fire Engineering. The licenses will be available to all members to view along with giving us the availability for monthly training drills. Our current videos are from the 1990's and need to be updated. The chief's discussed this and thought it would be a worthwhile investment for the department.

Fire Prevention

- (92) Inspections / re-inspections were conducted last month. \$1,911.00 in permit fees were collected. We are working on the yearend report for the State of NJ. Chairman Polo will be notified when it is complete to sign the report.

EMS

- (18) Calls were answered last month with 1 transport assist.

Fire

- (48) Calls were answered last month.

Other Matters and Announcements

- We held an officers meeting during the month of December. Notes from the meeting have been submitted.
- Brian Kelly, Rob Cobane and I met this past Friday to discuss any issues from the past month and prepare for the upcoming month. One topic that we discussed and decided to try was to have the Assistant Chief's position be the point of contact for all new members. This will give a new member one point of contact for his or her first year as a member. We will be having these types of meetings monthly of the Friday before the Board's Meeting and Company Meeting.
- We will be conducting 2 CPR classes for the Hanover Sewerage Authority.
- On January 26th we have been invited to Ukrainian Center to talk to their senior members during their monthly meeting about Home Safety. Either I or one of the Inspectors will attend.
- I schedule a tentative meeting for next Monday with the Clean Air Company to look at our exhaust system and see what we will need for the new station.

Discussion of Purchases

The Chief has recommended the purchase of a Fire Engineering online Video library. He met with the officers (minutes attached) and they thought it was a good idea also. It would be used to view different types of training videos. Our current videos are outdated.

For \$635, you get 5 licenses to access the training videos and drill outlines. Five people can view it at the same time. We would create 5 generic passwords.

There are videos on ventilation, leadership, how to put up a ladder, etc...

Guys can have access to it at their leisure and maybe bring ideas back to us. "Hey, let's do a training on something I saw in the video" They can watch the ladder video upstairs and then go into the bays and practice actually doing it. It updates all the old VHS tapes we have.

Mike Mihalko – Can we tell if they actually use it? Is there a log of some kind?

Chief – Not sure. Just from a training point, these are things we go over year after year. This gets the guys to jump ahead and see the new evolutions as they're put up. To buy our own video series, we'd pay \$2000 and the online ones would be updated as new things come along.

Rich Allocco – watches some of the mini-videos but when you want more information, you have to create an account and pay for it.

Derrick Shearer – We can direct people to watch them if they have questions about something.

Mike – I just want to make sure it gets used.

Randy Polo – If nothing else, it would get used twice a month in training drills.

Brain Kelly – College kids who are away – we can say to them, “This is what we’re covering in training” and they can log in and get the same information we’re studying.

Rich – Make it mandatory sometimes. Say you have to watch 2 videos a month.

A motion to purchase the online training video licenses was made by Comm. Julie Mihalko. It was seconded by Comm. J. Kitchell and passed by the following vote:

AYES: Kitchell, M. Mihalko , J. Mihalko, Shearer & Polo

ABSENT: None

NAYS: None

Chief said that Paul is doing a mini training session tomorrow night on the new meters.

The air bags and Auto cribs are not here yet. Our old ones are still in service until then.

Randy asked about those new masks, now that it’s a new fiscal year.

Mike answered that we have insurance renewals and the big pension payment (about 80 grand) in the first half of the year and we are always waiting for the town check. If we NEED to get them, it should be in the second half of the year, if at all.

COMMUNICATIONS

- A nomination form from the NJ State Association of Fire Districts if anyone would like to on that association.
- A letter from Frank DeMaio stating that he was waiting to hear of our decision about carrying his life insurance forward now that he’s no longer a member of the company.

COMMITTEE REPORTS

Personnel: Nothing at this time

Apparatus: Derrick reported that the yearly inspections were done. 81 needs small repairs; 82 – seat belts need replacing; 80 & 83 – seat belts need replacing and on 83, the front hubs are leaking. The Chief has told Chris Foer to go ahead and make the small repairs.

Insurance: VFIS just renewed and other insurance is renewing for the year 2017.

Dinner: Nothing at this time.

First Aid: It was reported that EMS responded to 18 calls this month and 0 transport. The 2016 total was 403 calls and 15 transports. Rich Allocco completed his EMT training and is just waiting to take the State exam. That will make 8 EMTs in District 2. 3 Career and 5 volunteers.

Township: George Coppola was absent tonight due to another meeting. He sent work that he will continue to be the Public Safety Liaison.

RELOCATION – Fred said that they are working on a TCO. It’s moving forward.

FIRE COMPANY – Nothing at this time.

OLD BUSINESS

Mike Mihalko – the past 2 meetings, a morale issue was mentioned. Has it gotten any better or worse?

Bill Wodynski – its holding steady.

The Chief remarked that there was a group of 18 people staying late and playing cards together at the Christmas party, well into the night.

Mike – Saw the same thing. He made sure to stay around and try to see everyone there.

Julie – There were 53 or 54 people which was a great turnout.

Randy – Did anyone at the Company meeting discuss having a smaller dinner dance, at the Legion or anything like that?

Derrick – It was brought up during the Commissioners' meetings that there was a morale issue so he brought it up at the Company meeting. The conversation steered more toward fruit baskets and the visiting committee. It was decided that the 50/50 money will go into that from now on. It was going into the Exempt Association and they'll handle the fruit baskets.

NEW BUSINESS

Jim Kitchell – We need to make a Resolution to sell the old meters on Gov Deals. Mike Mihalko made a motion that we draft that Resolution. The motion was seconded by Comm. Kitchell and passed by the following vote:

AYES: Kitchell, M. Mihalko , J. Mihalko, Shearer & Polo

ABSENT: None

NAYS: None

Comm. Shearer read a Resolution to confirm the annual audit and that it would be performed by VM Associates

*A motion was made to accept this Resolution by Comm. M. Mihalko. It was seconded by Comm. J. Mihalko and passed by the following vote:

AYES: Kitchell, M. Mihalko, J. Mihalko, Shearer & Polo

ABSENT: None

NAYS: None

Comm. Polo suggested that we order the plaque and badge for Comm. J. Mihalko so it is ready when she leaves office next month. The motion to have Comm. Shearer take care of that was made by Comm. M. Mihalko and seconded by Comm. Kitchell and passed by the following vote:

AYES: Kitchell, M. Mihalko , Shearer & Polo

ABSENT: None

NAYS: None

ABSTAIN: J. Mihalko

Petitions to run for the Board will be available the 3rd week in January.

Julie asked if we were continuing the snacks after the company meetings. The answer was yes and she pointed out that Comm. Polo has tomorrow and Comm. Shearer has February.

PUBLIC PART OF THE MEETING

There were 8 members of the public in attendance.

Firefighter Wodynski – brought up retaining Mike Vogt's life insurance and made the following points: He is an exempt member of the department. He earned his state exemption. He resigned from the Fire Company but not the department. There is another member of the company who still gets life insurance even though he was fired, falsified records and terminated.

The Board responded by saying that we passed a Resolution saying we are only insuring company members only – not honorary or exempt members.

Woody pointed out that past members got it for dedication to the town. They earned their exempt status. He may bring it up tomorrow at the company meeting.

Julie said that this is a new rule.

Woody said that the incident that led to Mike resigning happened 10 years ago. He should be grandfathered in.

Polo – The goal was to try to get consistency. Going forward, we have to have a new rule. Some people used to get it just for being a commissioner for 3 years. Others got it for honorary status.

Woody – If those men put in 14-15 years – that's why they got honorary status.

Mike – 30 years ago, we rewarded people for their services and that's great. But we're trying to set up criteria for the future. We're saying that if a person is no longer a member of the company, we're not going to insure them.

Chief – 5 or 6 years ago, the Board was looking at the relocation process and voted to remove all honorary members at that time.

Woody – When you apply – you apply to the State of New Jersey. There is no Fire Company Application. You tell the guy you're going to get 10k life insurance as an incentive to join.

Chief – There IS a Company application also. And the life insurance was always 5000. There are some towns that have Fire Districts – they don't have ANY life insurance policy. They get it from the state as exempt members.

It's controlled within our own organization as to how much to give and who we give it to.

Mike – If someone is exempt, you get something from the state. This is something that is now being put into writing. There was never a rule in place to begin with so how can it be grandfathered?

Woody – It's like starting with 10,000 and now changing it to \$5000.

Chief – We brought up increasing the life insurance a while ago and it was voted to keep it the same and put that money toward the new firehouse.

Julie remembered that also because it was brought up at a meeting.

Mike – Part of the problem was there was picking and choosing who got it and why they're getting it. We're looking to set a policy in place.

Randy – We could have 5 exempt members who resign (even though that's not going to happen), and then why would we insure them?

Woody – It's no different than an exempt member who leaves town.

Randy – The ones from out of town are still members who can contribute – attend the Fund Drive, come to meetings – participate.

Woody – This is taxpayer money. You're telling me he won't get it because he's not a company member. That should have nothing to do with it.

Mike – If you're exempt and move, you're still part of the company. If you're asked to resign or resign, you're no longer part of the company, and you forego the rights and privileges of the Company.

Woody – one guy we fired but he's still part of the company.

Mike – He's still part of the company and an exempt member so he qualifies. It can't be subjective. Believe me, I'm a friend of his.

Randy – There's no easy way. Someone will always fall outside the lines.

At this time, Woody commended Julie on a great Christmas party. Julie stated that she would come back and help next year also.

Bob Johnston asked if the new firehouse is insured.

Answer – Yes it is.

BILLS

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

AYES: Kitchell, M. Mihalko , J. Mihalko, Shearer & Polo

ABSENT: None

NAYS: None

12/02/2016	7866	William Wodynski	Membership Dues & Subscriptions	-45.00
12/02/2016	7867	Daily Record	Advertising	-45.12
12/02/2016	7868	Vitals	Promotion	-1,250.00
12/05/2016	aft	NJ Division of Pensions & Benefits	Medical Benefits	-9,659.15
12/06/2016	7869	POSTMASTER	Office Supplies	-94.00
12/06/2016	7870	J C P & L	Utilities	-245.02
12/06/2016	7871	J C P & L	-SPLIT-	-615.74
12/06/2016	7872	PSE&G	Utilities	-581.91
12/06/2016	7873	Optimum	Utilities	-238.04
12/06/2016	7874	STAPLES CREDIT PLAN	Office Supplies	-368.57
12/06/2016	7875	Nestle Pure Life Direct	Water	-9.99
12/06/2016	7876	Technology Insurance Company	Workers Compensation	-4,966.61
12/06/2016	7877	Police & Firemen's Insurance Association	Police & Fire Insurance	-456.18
12/06/2016	5002	FMBA Local 109	Union	-40.00
12/06/2016	7878	FF1 Professional Safety Services	Purchase of Assets	-14,156.80
12/06/2016	7879	Julie Mihalko	Commissioners	-2,000.00
12/06/2016	7880	James Kitchell	Commissioners	-2,000.00
12/06/2016	7881	Derrick Shearer	Comm. / Secretary	-2,600.00
12/06/2016	7882	Randy Polo	Comm / Chairman	-2,600.00
12/06/2016	7883	Michael Mihalko	Comm / Treasurer	-2,600.00
12/06/2016	7884	Rob Cobane	Salaries	-600.00
12/06/2016	7885	Brian Kelly	Salaries	-600.00
12/06/2016	7886	Brunners Garage	repairs & Maintenance	-390.39
12/09/2016	7887	NJ Advance Media	Advertising	-27.90
12/09/2016	7888	Morristown Lumber	Operating Materials & Supplies	-271.49

12/09/2016	7889	Approved Fire Protection	Extinguisher - Test	-1,157.50
12/09/2016	7890	CF Services	Special Services-80	-3,136.57
12/09/2016	7891	First Responder Newspaper	Membership Dues & Subscriptions	-80.00
12/09/2016	7892	Brunners Garage	Utility 85	-140.70
12/09/2016	7893	Peter Abbondanzo	Reimbursements	-478.40
12/09/2016	7894	Rich Allocco	Reimbursement for Expenses/Loss	-841.54
12/09/2016	7895	Ronald Barz	Reimbursement for Expenses/Loss	-742.48
12/09/2016	7896	Ben Bradley	Reimbursement for Expenses/Loss	-557.04
12/09/2016	7897	Rob Cobane	Reimbursement for Expenses/Loss	-900.00
12/09/2016	7898	Robert Cobane	Reimbursement for Expenses/Loss	-900.00
12/09/2016	7899	Thomas Cobane	Reimbursement for Expenses/Loss	-599.00
12/09/2016	7900	Michael Cook	Reimbursement for Expenses/Loss	-773.35
12/09/2016	7901	Tim Cook	Reimbursement for Expenses/Loss	-427.11
12/09/2016	7902	Dale Cowley	Reimbursement for Expenses/Loss	-775.93
12/09/2016	7903	John Gethins	Reimbursement for Expenses/Loss	-799.52
12/09/2016	7904	Jesse Graziano	Reimbursement for Expenses/Loss	-799.17
12/09/2016	7905	John Graziano	Reimbursement for Expenses/Loss	-599.00
12/09/2016	7906	Henry Hansch	Reimbursement for Expenses/Loss	-582.86
12/09/2016	7907	Pauline Heizmann	Reimbursement for Expenses/Loss	-547.18
12/09/2016	7908	Robert Johnston	Reimbursement for Expenses/Loss	-508.33
12/09/2016	7909	Ken Jubinski	Reimbursement for Expenses/Loss	-1,100.00
12/09/2016	7910	Mark Juliano	Reimbursement for Expenses/Loss	-599.00
12/09/2016	7911	Brian Kelly	Reimbursement for Expenses/Loss	-1,100.00
12/09/2016	7912	Eric Kelly	Reimbursement for Expenses/Loss	-583.21
12/09/2016	7913	Jonathan Kelly	Reimbursement for Expenses/Loss	-1,050.00
12/09/2016	7914	Tim Kelly	Reimbursement for Expenses/Loss	-599.00
12/09/2016	7915	Jack Koba	Reimbursement for Expenses/Loss	-599.00
12/09/2016	7916	James Kraley	Reimbursement for Expenses/Loss	-858.44
12/09/2016	7917	Craig Leaman	Reimbursement for Expenses/Loss	-472.65
12/09/2016	7918	Anthony Lori	Reimbursement for Expenses/Loss	-900.00
12/09/2016	7919	Joseph Makowski	Reimbursement for Expenses/Loss	-900.00
12/09/2016	7920	Joey Mihalko	Operating Materials & Supplies	-599.00
12/09/2016	7921	Joseph Mihalko	Operating Materials & Supplies	-974.99
12/09/2016	7922	Derek Pillion	Reimbursement for Expenses/Loss	-456.10
12/09/2016	7923	Anthony Rapa	Reimbursement for Expenses/Loss	-536.03
12/09/2016	7924	Cian Rung	Reimbursement for Expenses/Loss	-594.01
12/09/2016	7925	Michael Rung	Reimbursement for Expenses/Loss	-599.00
12/09/2016	7926	Derrick Shearer	Reimbursement for Expenses/Loss	-946.00
12/09/2016	7927	Steve Willans	Reimbursement for Expenses/Loss	-599.00
12/09/2016	7928	Henry Winters	Reimbursement for Expenses/Loss	-579.69
12/09/2016	7929	Thomas Wodynski	Reimbursement for Expenses/Loss	-415.96
12/09/2016	7930	William Wodynski	Reimbursement for Expenses/Loss	-960.67

12/09/2016	7931	Raymond Woytas	Reimbursement for Expenses/Loss	-539.55
12/09/2016	7932	Tyler Woytas	Reimbursement for Expenses/Loss	-859.38
12/09/2016	7933	Ricky Ziccarello	Reimbursement for Expenses/Loss	-451.64
12/12/2016	7934	Township of Hanover	Gasoline / Diesel	-680.99
12/12/2016	7935	PSE&G	Utilities	-429.22
12/15/2016	7936	NFPA/National Fire Protection Asoc	Membership Dues & Subscriptions	-175.00
12/15/2016	7937	NFPA/National Fire Protection Asoc	Membership Dues & Subscriptions	-1,345.50
12/15/2016	7938	PC Mall Gov	Computers	-859.00
12/15/2016	7939	Paul Perrello	Gov deals shipping / repairs	-193.40
12/15/2016	7940	SAFE-T Skylands Area Fire Equip & Trning	Operating Materials & Supplies	-2,160.00
12/15/2016	7941	Lexis-Nexis	Membership Dues & Subscriptions	-223.74
12/15/2016	7942	ESRI Environmental Systems Research Inst.	Computers	-100.00
12/15/2016	7943	Parker Publications	Advertising	-12.56
12/15/2016	7944	Daily Record	Advertising	-172.28
12/15/2016	eft	Board of Fire Commissioners	employee Payroll	-18,034.23
12/15/2016	7954	CF Services	repairs & Maintenance	-466.06
12/15/2016	7955	Batteries Plus	Batteries	-647.88
12/19/2016	7945	SMCMUA	Utilities	-96.40
12/19/2016	7946	Batteries Plus	Batteries	-116.85
12/19/2016	7947	Julie Mihalko	Reimbursements	-223.33
12/19/2016	7948	Joseph Cortright	Reimbursements	-417.71
12/19/2016	7949	Lifesavers, Inc.	CPR Training Expense	-381.00
12/19/2016	7950	FF1 Professional Safety Services	SCBA	-1,857.45
12/19/2016	7951	SMCMUA	Utilities	-85.87
12/19/2016	7952	US Bank Equipment Finance	Copy Machine lease	-255.00
12/19/2016	7953	Standard Insurance Co	Life Insurance	-2,076.40
12/30/2016	7956	Verizon Wireless	Utilities	-237.68
12/30/2016	7957	PSSM Corp	Boots	-219.42
12/30/2016	7958	SMCMUA	Utilities	-19.52
12/30/2016	7959	Home Depot Credit Services	Shop Supplies	-38.26
12/30/2016	7960	Optimum	Utilities	-276.55
12/30/2016	7961	Verizon Wireless	Utilities	-152.04
12/30/2016	7962	Township of Hanover	SCBA	-213.82
12/30/2016	7963	Lifesavers, Inc.	CPR Training Expense	-45.00
12/30/2016	7964	BP	Fuel Vouchers	-848.20
12/31/2016	7965	Technology Insurance Company	Workers Compensation	-4,966.61
12/31/2016	7966	Optimum	Utilities	-237.91
12/31/2016	7967	All Jersey Garage Doors	Building Maintenance	-400.00
12/31/2016	7968	FF1 Professional Safety Services	SCBA	-1,857.45
12/31/2016	7969	Politi Auto Parts	Auto Parts	-121.82
12/31/2016	7970	State Line Fire & Safety, Inc.	Equipment	-532.20
12/31/2016	eft	Board of Fire Commissioners	employee Payroll	-14,168.91
12/31/2016	7971	Morris Plains Small Engine, Inc.	Equipment	-77.19
12/31/2016	7972	Nestle Pure Life Direct	Water	-76.87
12/31/2016	7973	PSE&G	Utilities	-1,345.14
12/31/2016	7974	STAPLES CREDIT PLAN	Office Supplies	-438.32

-
136,962.69

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

AYES: Kitchell, M. Mihalko , J. Mihalko, Shearer & Polo

ABSENT: None

NAYS: None

Meeting was adjourned at 8:15.

Respectfully submitted:

Janet Gant Hammond, Board Assistant