

MINUTES - REGULAR MEETING

October 10, 2016

Chairman Polo 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.

(Note: This will be the new starting time for the regular Commissioner's meeting unless approved by the commissioners in advance and so advertised.)

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

Absent: None

Also Present: Chief Cortright and Township Liaison George Coppola

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, with correction of spelling errors to be made. 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: Kitchell, M. Mihalko , J. Mihalko, Shearer & Polo

ABSENT: None

NAYS: None

TREASURER'S REPORT

A motion was made by Comm. M. Mihalko that we transfer any funds left in the Provident Bank account back into our TD account, as they are charging us a fee for a low balance. The motion was seconded by Comm. J. Mihalko and passed by the following vote:

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

ABSENT: None

NAYS: None

The following Treasurer's report was submitted. A motion was made by Comm. M. Mihalko that we accept the Treasurer's Report. Comm. J. Mihalko 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 - August 31, 2016	\$155,194.90
September checks	(\$80,255.75)

Deposits for the Month of September 2016

Registration Fees		\$75.00
Hanover Twp Youth Football/Cheerleading	Permits & Fees	\$42.00
Township of Hanover	Supplemental allotment	\$2,197.00
A&A Auto Wreckers	Permits & Fees	\$331.00
Cobra Auto	Permits & Fees	\$331.00

Tiffany Customer Fulfillment	Permits & Fees	\$42.00
Anchor / Brewfest	Permits & Fees	\$42.00
Anchor / Unc Joe's Kettle Corn	Permits & Fees	\$42.00
Anchor / VerDorn	Permits & Fees	\$42.00
Anchor / Morris Tap & Grill	Permits & Fees	\$42.00
Anchor / Empanada Lady	Permits & Fees	\$42.00
Anchor / Hop Fries	Permits & Fees	\$42.00
Anchor / Growth restaurants	Permits & Fees	\$42.00
Anchor / Cloverleaf Tavern	Permits & Fees	\$42.00
Suburban Propane	CPR Training	\$900.00
Barclays Capital	Permits & Fees	\$497.00
	False alarms -	
Township of Hanover	September	\$100.00
Whippany Actuation Systems	CPR Training	\$500.00

Balance on Hand, September 30, 2016 **\$80,290.15**

Active Assets Account #615 108684 107

Morgan Stanley/Smith Barney

Balance on Hand September 30, 2016 **\$512,660.34**

Provident Bank

Balance on Hand September 30, 2016 **\$2,054.85**

Checks Submitted this Month's Meeting **\$106,685.55**

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. J. Mihalko and seconded by Comm. Kitchell. 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 Politi Auto Parts.
- Lakeland Divers hydro tested our 2 scuba tanks for the boat.

Apparatus

- CF Services replaced the power steering box on Rescue 80.
- Brunners Garage replaced the exhaust system on Unit 86.

Training

- Training for the month of September was:
 - 20th Walk thru at Met Life
 - 27th CPR Training
- Training for the month of October will be:
 - 18th Traffic Incident Safety. This is an outreach program held through the Fire Academy.

- 27th Haz Mat. We have invited Morris Township FD to drill with us and go over our Decon System.

Purchases

- It is time to replace our Multi Gas Meters. The meters that we currently have are 13-14 years old and difficult to get repairs and parts for them due to their age and not being supported any longer. I looked at meters in Wildwood this year and decided to bring in to companies to evaluate their meters and the type of service that could be provided to us. I invited all officers and career staff to assist with this matter. We have determined to recommend that we purchase meters that will fit our needs. After the evaluation we have determined to go with meters produced by Honeywell thru a distributor located in Somerset NJ. With the exception of a major repair EML Inc. can make most repairs in the event that a meter has to go back to the factory they can provide us with loaners. The prices below reflect 11 meters, docking station for calibration, gas and regulators.

1.	EML Inc.	\$8,036.25
2.	Honeywell	\$9,855.00

Quotes are on file in the Chief's Office.

Fire Prevention

- (29) Inspections / re-inspections were conducted last month. \$1,082.00 in permit fees were collected.

EMS

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

Fire

- (62) Calls were answered last month.

Other Matters and Announcements

- There will be a personnel meeting tomorrow at 1930 hours. Matthew Dill will be joining as a junior member.
- William Sevilla has submitted a letter of resignation.
- John Gethins completed and passed his FF1 test at the Fire Academy.
- Members have been removed and added to the Life Insurance Policy.
- We conducted CPR Training at Suburban Propane.
- On Friday September 30th we assisted with lighting at the Whippany Park Night Game with Rescue 80.
- On Saturday October 1st we attended the dedication ceremony at WPHS dedicating the 9/11 Memorial and the Christopher Cosgrove Memorial.
- We conducted a kitchen safety class at Whippany Park High School for the Home Economics classes.
- We have started Fire Prevention visits at the schools.
- We started changing over our hand lights to LED lights using a rebuild kit.

On Saturday November 12th we will be doing a stand by for a helicopter landing at Veteran's Field as we have in the past.

The Chief mentioned that our multi-gas meters are 13-14 years old and need replacing. They are used for CO alarms, gas leaks, LELs, etc...

Joe made a contact in Wildwood who gave him a good price for new meters. The new ones would be smaller. We are looking at 4 gas meters – multigas.

One will have a pump on it so you can check a sewer, storm basin, etc...

There will be a non-pump one for the other vehicles, a chlorine meter, which we currently go not have, and disposable meters for just CO detection.

The price would include a docking and calibration system and the vendor will honor the show price from Wildwood.

Pump meter - \$728

5 non-pump meters - \$476 each

3 disposable meters - \$156 each

2 single gas units - \$328 each. One for HCN and one for Chlorine.

The system for reading those two could be a lower price if we calibrate them off site.

The guy will try to do a trade-in on our current meters.

Cedar Knolls used this system also so members of both teams would be familiar with them. They would offer us training but Chief was told they are relatively easy to learn.

A motion was made that, provided the monies are there after we look closer at the budget, we go ahead with this purchase. That motion was made by Comm. M. Mihalko and seconded by Comm. J. Mihalko. It passed by the following vote:

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

ABSENT: None

NAYS: None

COMMUNICATIONS

- A request for a donation from the VFW was received. We cannot donate taxpayer's money.

COMMITTEE REPORTS

Personnel: Nothing at this time

Apparatus: Derrick reported that the exhaust has been fixed on 81.

Insurance: We need to send a letter to the new Workers Comp stating that we are a government entity. We will cc Al Latanzio.

Dinner: Nothing at this time.

First Aid: It was reported that EMS responded to 34 calls this month and 1 transport. Ben Bradley has let his EMT lapse and is no longer interested in keeping it up.

Derrick attended the BCON class at the County Training Academy. He said it was a great class and they all got a lot out of it. They learned about treating people during crises – school shootings, malls, etc... They learned the bleedout time for arteries and veins. The course was taught by Police officers. They offer a tourniquet for \$30. Derrick suggested we purchase one for each member who attended the class. Not black, as it blends too much with a dark uniform or in night conditions. It has a great value and they met people who have actually used them in situations.

A motion was by Comm. Shearer that we purchase the tourniquets for members who attended the class. 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

Township: George Coppola reported that the Quick Chek is opening next week. They have to repair some corners first.

A new police officer is being hired from the Academy.

The Jessica Herman benefit is Nov. 4th at the Legion.

Hanover Avenue is progressing. Strip mall going in with a restaurant, marketplace, etc...

FIRE COMPANY / RELOCATION – Henry Winters reported that the new generator is in. It has been tested and is working. The old one is still there. The chief said that the old one is supposed to be removed on 1017, by Court order. It will be stored in a facility in Bound Brook and all the insurance companies involved will be paying for the storage.

As far as the building, the lawyers are all involved now and no other progress yet.

OLD BUSINESS

Gov.Deals in progress. Chief and Jim are working on it.

The Chief is getting a committee together to look at truck replacement. Chris Foer is helping. They need to formulate a plan.

NEW BUSINESS

- Julie attended the State Association of Fire Districts caucus in Wildwood. She and Chief DiGiorgio were the only attendees from Hanover. They've formed a committee to improve the health of the firemen – not just physical, but mental also. There were 21 deaths in the line of duty this year and 80 out of 100 firemen polled, have contemplated suicide at one time or another.

It is time to start looking into scheduling meetings for next year's budget. Janet emailed Vince and will report back when he is available to meet to discuss the budget.

PUBLIC PART OF THE MEETING

There were 3 members of the public in attendance.

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

ABSENT: None

NAYS: None

09/04/2016	7737	Township of Hanover	-SPLIT-	-306.56
09/04/2016	7738	POSTMASTER	Office Supplies	-94.00
09/04/2016	7739	Optimum	Utilities	-289.64
09/04/2016	7740	J C P & L	Utilities	-90.33
09/04/2016	7741	J C P & L	Utilities	-781.30
09/04/2016	7742	Technology Insurance Company	Workers Compensation	-5,275.15
09/04/2016	7743	FF1 Professional Safety Services	Engine 83	-573.42
09/04/2016	7744	Verizon Wireless	Utilities	-152.04
09/04/2016	7745	BP	Fuel Vouchers	-728.01
09/04/2016	7746	Brian Kelly	Reimbursements	-112.36
09/04/2016	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,657.86
09/08/2016	7747	Dell	Purchase of Assets	-5,108.70
09/08/2016	7748	Lifesavers, Inc.	cpr training	-313.90
09/08/2016	7749	PSE&G	Utilities	-11.59
09/08/2016	7750	STAPLES CREDIT PLAN	Office Supplies	-162.05
09/08/2016	7751	Police & Firemen's Insurance Association	Police & Fire Insurance	-455.14
09/08/2016	7752	Finish Line Car Wash	Car Washes	-7.98
09/08/2016	7753	Nestle Pure Life Direct	Water	-74.70
09/12/2016	7754	McNeil & Company	Insurance Premiums	-9,051.76
09/12/2016	7755	PSE&G	Utilities	-330.29
09/14/2016	7756	Whippany Deli	Operating Materials & Supplies	-80.25
09/14/2016	7757	Marino's Restaurant	Operating Materials & Supplies	-147.59
09/14/2016	7758	New Jersey Labor Law Poster	Operating Materials & Supplies	-152.00
09/15/2016	eft	Board of Fire Commissioners	Employee Payroll	-15,071.79
09/19/2016	7759	Standard Insurance Co	Life Insurance	-1,736.50
09/19/2016	7760	SMCMUA	Utilities	-87.86
09/19/2016	7761	US Bank Equipment Finance	Copy Machine lease	-255.00
09/19/2016	7762	Minerva Cleaners	Gear Cleaning	-61.75
09/19/2016	7763	Brunners Garage	#86	-407.44
09/19/2016	7764	State Line Fire & Safety, Inc.	Other	-1,750.00
09/21/2016	7765	Morristown Medical Group	Medical	-400.00
09/26/2016	7768	Township of Hanover	Gasoline /; Diesel	-447.38

09/26/2016	7769	Optimum	Utilities	-253.99
09/26/2016	7770	Hanover Sewerage Authority	Utilities	-151.92
09/26/2016	7771	Hanover Sewerage Authority	Utilities	-118.30
09/26/2016	7772	CF Services	Special Services-80	-3,492.54
09/28/2016	7773	Politi Auto Parts	Auto Parts	-151.67
09/28/2016	7774	BP	Fuel Vouchers	-561.00
09/28/2016	7775	Lakeland Divers	Water/ Ice Rescue	-92.00
09/28/2016	7776	Verizon Wireless	Utilities	-994.10
09/30/2016	eft	Board of Fire Commissioners	Employee Payroll	-15,106.26
09/30/2016	eft	NJ Division of Pensions & Benefits	Pension Expense	-795.35
09/30/2016	eft	NJ Division of Pensions & Benefits	Pension Expense	-4,364.28
10/04/2016	7777	Nestle Pure Life Direct	Water	-9.99
10/04/2016	7778	Politi Auto Parts	Auto Parts	-21.15
10/04/2016	7779	J C P & L	Utilities	-122.19
10/04/2016	7780	J C P & L	Utilities	-684.41
10/04/2016	7781	Technology Insurance Company	Workers Compensation	-4,966.61
10/04/2016	7782	Home Depot Credit Services	Shop Supplies	-79.59
10/04/2016	7783	SMCMUA	Utilities	-93.01
10/04/2016	7784	SMCMUA	Utilities	-19.52
10/04/2016	7785	Verizon Wireless	Utilities	-152.04
10/04/2016	7786	Safeguard Business Systems	Office Supplies	-268.32
10/04/2016	7787	Optimum	Utilities	-225.49
10/04/2016	7788	Township of Hanover	Gasoline /; Diesel	-244.93
10/04/2016	7789	Batteries Plus	Batteries	-15.95
10/04/2016	7790	Morristown Medical Group	Medical	-350.00
10/04/2016	7791	Alpha Tech Consulting Services	Computers	-650.00
10/04/2016	eft	TD Bank	Office Supplies	-44.00
10/04/2016	7792	STAPLES CREDIT PLAN	Office Supplies	-287.58
10/06/2016	7793	Witmer Associates, Inc	Pagers	-104.58
10/06/2016	7794	PSE&G	Utilities	-12.14
10/06/2016	7795	Morristown Medical Group	Medical	-400.00
10/06/2016	7796	FF1 Professional Safety Services	Uniforms and Personal Equipment	-402.00
10/06/2016	7797	Police & Firemen's Insurance Association	Police & Fire Insurance	-455.14
10/06/2016	7798	CDW Government	Computers	-164.02
10/06/2016	7799	Whippany Fire Company	Rent / Training	-16,300.00
10/10/2016	7800	PSE&G	Utilities	<u>-357.14</u>
				-
				106,685.55

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

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

ABSENT: None

NAYS: None

Meeting was adjourned at 8:10.

Respectfully submitted: *Janet Gant Hammond, Board Assistant*