

MINUTES - REGULAR MEETING

October 12, 2015

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, Polo, Barz, J. Mihalko, & 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. Shearer and it was carried by the following vote:

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

ABSENT: None

NAYS: None

TREASURER'S REPORT

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

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

ABSENT: None

NAYS: None

General Checking Account #7859643244

TD Bank

Balance On Hand - July 31, 2015		\$176,417.10
August checks		(\$84,247.88)
Add in Voided Check # 6848	duplicate payment	\$402.00

Deposits for the Month of July 2015

J&R Tobacco	Permits & Fees	\$42.00
Barclays Capital	Permits & Fees	\$497.00
PC Mall .Gov	Refund/Overpayment	\$399.84
Township of Hanover	False alarms	\$1,125.00
State of NJ	4th quarter rebate	\$14,726.73
Winston Predatory	Permits & Fees	\$42.00
Winston Predatory	Permits & Fees	\$42.00
Township of Hanover	District Taxes	\$169,193.83
Whippany Actuation	Permits & Fees	\$42.00

Balance on Hand, August 31, 2015

\$278,681.62

Active Assets Account #615 108684 107

Morgan Stanley/Smith Barney

Balance on Hand August 31, 2015

\$395,664.64

Provident Bank

Balance on Hand August 31, 2015

\$78,084.85

Checks Submitted this Month's Meeting

\$119,476.24

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

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

ABSENT: None

NAYS: None

Supplies, Equipment, and Maintenance

- Supplies were purchased from Politi Auto Parts.
- Supplies were purchased from Home Depot.
- Office supplies were purchased from Staples.
- Batteries were purchased from Batteries plus.
- I purchased gloves and hoods in Wildwood from Skylands Area Fire Equipment. They were running a show special on the equipment. I also ordered rope, webbing and carabiners from them.
- Clean Air Company performed the yearly service on the Plymovent Exhaust System for the apparatus.
- Do It Yourself repaired one generator.

Apparatus

- Brunner's Garage replaced the steering shaft assembly on Car 202.
- Engine 83 has been repaired and is back in service.
- CF Services repaired corroded wiring for the running lights on Engine 82.

Training

- Training for the month of September was:
 - The 15th ropes and knots.
 - The 22nd extrication.
- Training for the month of October we will be going to the fire academy on the 20th and 27th the entire department will be going on both nights. Cedar Knolls FD will cover for us on these nights.

Purchases

- No purchase requests for the month.
- Eight (8) members have been measured for new gear and the order has been placed.

Fire Prevention

- (23) Inspections / re-inspections were conducted last month. We collected \$998.00 in permit fees.

EMS

- (34) Calls were answered last month with 4 transports assists.

Fire

- (29) Calls were answered last month.

Other Matters and Announcements

- One Plan Review was completed.
- We participated at Suburban Propane's Safety Day.
- We participated at Bayer Healthcare's Safety Day.
- Ian and I conducted fire safety classes for the Home Economics Class at WPHS.
- Township of Hanover is trying to conduct a Public Safety Academy for 7th and 8th graders. It would involve OEM, Police, Fire, EMS, and the Sheriff's Department. We held an assembly at the middle school explaining to the students what they would be exposed to. We only have 5 kids signed up so this might not happen.
- We received a reimbursement check from Cedar Knolls last week. This covered Ian and my self's salaries along with the equipment that we had on scene of the tanker rollover back in August. The check was for \$2,760.29. Cedar Knolls also sent in reimbursement for the volunteers that were on scene. We are waiting on that check.
- I prepared a Resolution for you tonight to be adopted for reimbursement showing our fee schedule. Even though the board passed this a few years ago at a meeting a Resolution was not done, and the insurance companies will not pay you your fee schedule without a Resolution or Town Ordinance. We were reimbursed by using the FEMA fee schedule.
- I am in the process of getting vouchers signed for Wildwood.
- Fire Prevention classes have started at the schools and day cares in town.
- We conducted CPR/Basic First Aid Training for the Hanover Township Public Works Department.
- I have received the title and keys for the Durango that was donated to us from the Township of Hanover. I am currently working on getting quotes for the replacement of the engine in this vehicle.
- I am in the process of updating all member's insurance beneficiary information.

COMMUNICATIONS

Derrick read the Resolution to implement a Fee Schedule for extenuating expenses to the district and its personnel. (Fee schedule attached)

This is for events such as the tanker rollover. They wouldn't pay us for the time and personnel because we didn't have a fee schedule, ordinance or resolution in place. This adopted resolution will make the fee schedule official.

When we do stand-bys at the High School, for example, they write a check right to the person who is working.

Right now, this resolution allows us to bill. Any money collected will come to the Commissioners. It will then be up to them to decide if and how to reimburse the actual guys in the company who responded.

A motion was made to adopt the Fee Schedule resolution. The motion was made by Comm. Barz. It was seconded by Comm. J. Mihalko and passed by the following vote:

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

ABSENT: None

NAYS: None

COMMITTEE REPORTS

Personnel: Nothing at this time.

Apparatus: 83 is back.

Insurance: Insurance was discussed as our liability policy is up for renewal. We discussed what is covered, the terrorism aspect, and the uninsured drivers. A motion was made that we renew what we did last year and keep the policy the same. This motion was brought by Comm. Polo and Seconded by Comm. J. Mihalko. It passed by the following vote:

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

ABSENT: None

NAYS: None

The Chief is in the process of updating all the life insurance beneficiary cards.

First Aid: It was reported that EMS responded to 34 calls this month and 4 transports.

Cedar Knolls: Had a Bureau meeting with them. There is a bill for Julie to pay for \$727. The next joint meeting will be Nov. 9th – here - before our regular meeting.

Township: Nothing at this time.

FIRE COMPANY / RELOCATION:

Fund drive is this Sunday. The Board agreed unanimously to allow the use of the apparatus during the drive. Joe Mihalko thanked the Commissioners who walked around with them last year and invited them to participate again. There will also be a 100 year composite picture taken that day.

OLD BUSINESS

Nothing at this time

NEW BUSINESS

Julie gave a report from the Convention:

- Budget – If we use any forms marked with the wrong year, they will be rejected immediately.
- Lease purchase proposals – We need at least 3 bids and 6 would be better. Beware of the fee amounts. Sometimes they are more than the actual purchase. Chief asked if we can use the State prices that are set already? Julie did not hear that part addressed.
- Legislature is working to change elections from February to November but only if we WANT to. We don't have to change.
- Unhealthy firemen – Should exercise more and eat healthier. Less cheese steaks and more carrot sticks?

Derrick mentioned doing this with Kyle Wodynski and how it was working, but the logistics tend to be problematic.

Budget meeting I s coming up – Give Vince a number of dates and let's get started. Nov. 2nd with the 3rd as a backup were given.

PUBLIC PART OF THE MEETING

There were 5 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, Polo, Barz, J. Mihalko, Shearer

ABSENT: None

NAYS: None

09/02/2015	7199	Politi Auto Parts	Operating Materials & Supplies	-31.40
09/03/2015	eft	State of New Jersey - Division of Pension	Medical Benefits	-9,050.54
09/03/2015	7196	Whippany Fire Company	Other Rentals	14,000.00
09/03/2015	7197	Township of Hanover	Gasoline / Diesel	-323.47
09/03/2015	7198	Batteries Plus	Batteries	-49.82
09/08/2015	7200	Division of Fire Safety	Membership Dues & Subscriptions	-240.00
09/08/2015	7201	STAPLES CREDIT PLAN	Office Supplies	-396.63
09/08/2015	7202	Coffee Lovers	Coffee	-200.35
09/08/2015	7203	Police & Firemen's Insurance Association	Police & Fire Insurance	-454.28
09/08/2015	7204	J C P & L	Utilities	-32.27
09/08/2015	7205	State of NJ / Dept of Labor	Medical Benefits	-7.50
09/08/2015	7206	Nestle Pure Life Direct	Water	-19.98
09/14/2015	7207	J C P & L	Utilities	-1,488.06
09/14/2015	7208	Minerva Cleaners	Gear Cleaning	-371.50
09/14/2015	7209	American Trade Mark	Operating Materials & Supplies	-303.80
09/14/2015	7210	Batteries Plus	Batteries	-12.99
09/14/2015	7211	Morristown Medical Group	Medical	-65.00
09/14/2015	7212	CF Services	Engine 82	-218.50
09/14/2015	7213	McNeil & Company	Insurance Premiums	-7,962.27
09/14/2015	7214	New Jersey Labor Law Poster	Operating Materials & Supplies	-145.50
09/15/2015	eft	Board of Fire Commissioners	Employee Payroll	14,299.08
09/15/2015	7218	Standard Insurance Co	Life Insurance	-1,706.30
09/15/2015	7219	SMCMUA	Utilities	-96.55
09/15/2015	7220	Fastenal Company	Operating Materials & Supplies	-165.00
09/15/2015	7221	Fail Safe Testing	Hose	-291.90
09/17/2015	7215	Liberty Mutual Insurance Group	Workers Compensation	-3,718.03
09/17/2015	7216	US Bank Equipment Finance	Copy Machine lease	-255.00
09/17/2015	7217	PSE&G	Utilities	-58.63
09/24/2015	7222	Parker Publications	Advertising	-43.14
09/24/2015	7223	Clean Air Company	Hoses	-556.00
09/24/2015	7224	IFSTA Int'l Fire Service Training Assoc.	Membership Dues & Subscriptions	-90.94
09/24/2015	7225	Division of Fire Safety	Membership Dues & Subscriptions	-240.00
09/24/2015	7226	Amsterdam Printing	Promotion	-815.45
09/28/2015	7227	Township of Hanover	Gasoline / Diesel	-428.44
09/28/2015	7228	Verizon Wireless	Utilities	-227.48
09/28/2015	7229	Optimum	Utilities	-250.65
09/28/2015	7230	First Priority Emergency Vehicles	Engine 83	-2,583.86
09/30/2015	eft	Board of Fire Commissioners	Employee Payroll	14,210.17
10/04/2015	7231	Liberty Mutual Insurance Group	Insurance Premiums	-2,191.55
10/04/2015	7232	SMCMUA	Utilities	-19.13
10/04/2015	7233	Home Depot Credit Services	Operating Materials & Supplies	-291.29
10/04/2015	7234	Verizon Wireless	Utilities	-152.04
10/04/2015	7235	Lifesavers, Inc.	Operating Materials & Supplies	-134.00
10/04/2015	7236	Brunners Garage	Car 202	-215.08
10/04/2015	7237	Nestle Pure Life Direct	Water	-9.99
10/04/2015	7238	BP	Fuel Vouchers	-380.10
10/04/2015	7239	Politi Auto Parts	Operating Materials & Supplies	-74.40
10/04/2015	7240	Hanover Sewerage Authority	Utilities	-174.30

10/04/2015	7241	Hanover Sewerage Authority	Utilities	-133.15
10/04/2015	7242	Whippany Fire Company	Rentals / Training 4th qtr	-7,300.00
10/05/2015	7243	J C P & L	Utilities	-1,091.61
10/05/2015	7244	Batteries Plus	Batteries	-29.15
10/05/2015	7245	Police & Firemen's Insurance Association	Police & Fire Insurance	-454.28
10/09/2015	7246	Clean Air Company	Hoses	-27.20
10/09/2015	7247	PSE&G	Utilities	-416.59
10/12/2015	7248	Liberty Mutual Insurance Group	Workers Compensation	-7,436.06
10/12/2015	7249	Do-It-Yourself, Inc.	Repairs & Maintenance	-42.45
				-
				95,982.85

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

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

ABSENT: None

NAYS: None

Meeting was adjourned at 8:35

Respectfully submitted:

Janet Gant Hammond, Board Assistant