

MINUTES - REGULAR MEETING

November 13, 2017

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.

Commissioners present: Kraley, Polo, & Mihalko

Absent: Kitchell, Shearer

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 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, and also the Special Budget meeting minutes. (One correction was noted and has been since corrected.) Comm. Kraley made a motion to accept the corrected minutes from the last meeting. The move was seconded by Comm. Mihalko and it was carried by the following vote:

AYES: Kraley, Polo, Mihalko

ABSENT: Kitchell, Shearer

NAYS: None

TREASURER'S REPORT

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

AYES: Kraley, Polo, Mihalko

ABSENT: Kitchell, Shearer

NAYS: None

General Checking Account #7859643244

TD Bank

Balance On Hand - September 30, 2017	\$51,113.13
October checks	(\$97,453.98)

Deposits for the Month of October 2017

Township of Hanover	False alarms	\$50.00
Hanover Twp Bd of Ed	CPR Training	\$1,600.00
Sharons Studio of Dance	Permits & Fees	\$42.00
Township of Hanover	District Taxes	\$183,853.33
Tiffany Customer Fulfillment	Permits & Fees	\$42.00

Balance on Hand, October 30, 2017 **\$139,246.48**

Active Assets Account #615 108684 107

Morgan Stanley/Smith Barney

Balance on Hand October 30, 2017

\$507,456.65

Checks Submitted this Month's Meeting

\$118,075.42

CHIEF'S / FIRE OFFICIAL REPORT and COMMENTS

Supplies, Equipment, and Maintenance

- Supplies were purchased from Home Depot.
- Supplies were purchased from Auto Zone.
- Supplies were purchased from Batteries Plus.
- Supplies were purchased from Staples.
- Equipment was purchased from Fire Fighters Equipment Co.
- CPR Supplies were purchased from Life Savers.

Apparatus

- The pump manifold on Engine 83 has been replaced. The engine will remain Out of Service for further repairs and yearly PM Service. The rear brakes need to be replaced along with some drains that need to be fixed.
- The Engine Exchange in Chatham replaced the oil pan on Unit 85.

Training

- Training for the month of October were:
 - 17th pumping
 - 24th walk through at the Hanover Sewerage Treatment Plant.
 - Drills for November will be:
 - 21st Ground Ladders
 - 28th Ice Rescue
- In July I presented to you a draft for minimum training requirements. I have included for you another copy of it for discussion and your approval. I would like to move forward with this and have it in place for the beginning of 2018.

Purchases

- No purchase requests this month.
- Turnout gear that was ordered was delivered this past Friday.

Fire Prevention

- (31) Inspections / re-inspections were conducted last month. \$84.00 in Permit fees was collected. A fine of \$2,994.00 was issued to Verizon 330 Route 10 for noncompliance with the NJ Uniform Fire Code.

EMS

- (46) Calls were answered last month with 0 transports.

Fire

- (36) Calls were answered last month.

Other Matters and Announcements

- 2 plan reviews were completed.
- An officers meeting was held in October. We have made some changes to our Run Cards during the volunteer hours.
- We conducted 2 CPR/Basic First Aid training classes for the Memorial Jr. School staff.
- Clean Air Company serviced our vehicle exhaust system and made a few repairs.

- A convex mirror was purchased and installed at the intersection of Bayer Blvd. and Whippany Road. The purpose of the mirror is to assist with the blind intersection heading south on Whippany Road at this intersection. The mirror is placed so we can see if cars are coming out of Bayer Blvd. while responding to an emergency.
- I set up dates for our Flu Shots with Kathy Whitehead the town nurse. I emailed the membership with the dates and times.
- The apparatus committee is still meeting and discussing the new engine. We went to Woodcliff Lake and Dover 2 weeks ago to look at their engines. They both have the same engine as we are looking at. Dover has a 70 inch cab and Woodcliff Lake has an 84 inch cab. The committee is scheduled to meet again this Thursday.
- Fail Safe conducted our yearly hose testing. We had some hose that failed. A couple of pieces were repaired and others were taken Out of Service.
- Technical Fire Services conducted pump testing on Engines 81 and 82. I am scheduling with them to get 83 tested.
- I ordered 5 lengths of LDH hose for Engine 83.
- I gave permission to the younger guys to take an Engine to the Wallington Christmas Parade on Saturday November 25, 2017.

The Chief reported that there was an incident with a fuel problem at town hall. Diesel fuel was apparently mixed in with regular gasoline. Any invoices relating to the incident have to be submitted to Joe Giorgio at Town Hall and will be reimbursed.

The Chief brought up our current fee schedule - The fees we charge for standbys and special incidents. The numbers are very outdated and should be increased.

He'd like to make a new Resolution with new figures that would be passed by the Board and put into effect.

Comm. Kralej said that we can always negotiate the rates once they're in place so it's better to go higher.

Chief said that we have had to implement a fire watch before and gave the example of the opening of the Ukranian Center. They had an event before their system was up and running. So we stood watch and then billed them.

The rates should be doubled from the numbers the Chief had from 2008.

It was agreed that a new resolution will be drawn up before the next Commissioner's meeting.

The Chief then asked about the annual Christmas party. After discussion, a motion was made by Comm. Mihalko that we approve the annual Company party on the 15th of December at a cost not to exceed \$1500. He also asked that we approve the annual Officer's dinner – at the Chief's discretion. The motion to approve both dinners was seconded by Comm. Kralej and passed by the following vote:

AYES: Kralej, Polo, Mihalko

ABSENT: Kitchell, Shearer

NAYS: None

*A motion was made by Comm. Mihalko that the Chief's report be accepted. The motion was seconded by Comm. Kralej and passed by the following vote:

AYES: Kralej, Polo, Mihalko

ABSENT: Kitchell, Shearer

NAYS: None

Comm. Polo brought up maybe bringing back the Commissioners dinner on a scaled back price point.

It was reported that the last 3 Commissioners' dinners cost between \$6000 – 8000 each, just for the food, so it was tabled for now.

COMMUNICATIONS

- A thank you letter was received from Elizabeth Cassels along with a \$100 donation.
- A thank you letter was received from Janet Hammond for an aquatic basement problem.

COMMITTEE REPORTS

Personnel: Nothing at this time.

Apparatus: The fuel issue with the town that was discussed in the Chief's report section. The oil pan on 85 was replaced. Now it also needs rear brakes. Chris Foer will do PM Service on it and also some drains. We lost a couple of lengths of hose during the hose tests. The Chief ordered new ones in order to get 83 back in service. Paul and the Chief have tried the repaired pump and so far, so good.

Insurance: Nothing at this time.

Dinner: Nothing at this time.

First Aid: It was reported that EMS responded to 46 calls this month and 0 transports.

RELOCATION

The contract has been signed by both parties. The buyer has 30 days to back out. He is getting his Phase 1, town approvals and due diligence done. We are moving forward. The curbing is in place and the apron should be paved next. The pipes are in for drainage. They have changed the pitch, which costs more up front but will save us money later. The company can strip the buildings before it comes down.

Township: George not present tonight. Mike reported that the Christmas tree lighting at Cedar Knolls will be on Nov. 25th.

Comm. Kralej reported that on December 17th, Santa Claus is coming. He made a motion that an apparatus be allowed to be used for Santa. That motion was seconded by Comm. Mihalko and passed by the following vote:

AYES: Kralej, Polo, Mihalko

ABSENT: Kitchell, Shearer

NAYS: None

Fire Company: A crew of the younger guys would like to take an apparatus to the Wallington Christmas parade. A motion was made by Comm. Polo to allow this to happen. It was seconded by Comm. Mihalko and passed by the following vote:

AYES: Kralej, Polo, Mihalko

ABSENT: Kitchell, Shearer

NAYS: None

OLD BUSINESS

The Chief gave out a training draft from back in July. (Attached)

NEW BUSINESS

Mike Mihalko has said he will have to resign on December 31st due to his election to the Township Committee.

The Board will have 3 options to replace Mike.

1. Leave his seat vacant until the annual election and have someone run for the remainder of his term, which is 1 year.

2. Appoint someone to serve from Jan. 1st till the election. (Reorganization date is the 1st Tuesday in March).
3. Leave it vacant for the remainder of his term. (1 year)

This should be one of the topics at the pre-meeting next month. If anyone knows someone suitable for an appointment.....

The next payroll will reflect some paid authorized payouts as requested.

Chief Cortright requested that we purchase 2 new light bars. The one for Brian's truck has been repurposed 5 times, and the pickup has an old noisy rotating one. The new light bars and controllers would come to about \$8000.

A discussion took place. Comm. Kraley pointed out that the pickup is rarely used.

After the discussion, a motion was made that we purchase just the light bar for Brian's truck for now. That motion was made by Comm. Kraley and seconded by Comm. Mihalko. The light bar will come from Northeast in Wharton and cost between \$3500 - \$4000. The motion passed by the following vote:

AYES: Kraley, Polo, Mihalko

ABSENT: Kitchell, Shearer

NAYS: None

PUBLIC PART OF THE MEETING

2 members of the public attended.

John Woytas questioned whether there was to be an election in November or December and what it was for. Someone told him it was in the paper.

Answer: There is going to be an election on Dec. 30th in order to allocate funds for the purchase of a new truck. There was a deadline to hold an election in order to approve it in 2017. That way a new apparatus can be ordered in 2018.

BILLS

Comm. Mihalko said that we should waive the reading of the bills and just pay them. A motion to do so was made by Comm. Polo and seconded by Comm. Kraley. It was carried by the following vote:

AYES: Kraley, Polo, Mihalko

ABSENT: Kitchell, Shearer

NAYS: None

10/02/2017	8380	JFK EMS Training	Training and Education	-75.00
10/02/2017	8381	New Breed Fitness	Training and Education	-300.00
10/02/2017	8382	Emergency Reporting	Computers	-159.91
10/02/2017	8383	Home Depot Credit Services	Shop Supplies	-521.91
10/02/2017	8384	Verizon Wireless	Utilities	-152.04
10/02/2017	8385	Optimum	Utilities	-276.27
10/02/2017	8386	Optimum	Utilities	-238.17
10/02/2017	8387	SMCMUA	Utilities	-336.66
10/02/2017	8388	County of Morris Treasurer	Dispatching Services	-20,929.00
10/02/2017	8389	Community Safety Consultants	Training and Education	-80.00
10/02/2017	8390	Technology Insurance Company	Workers Compensation	-4,084.31
10/02/2017	8391	Morristown Medical Group	Medical	-400.00
10/02/2017	8392	FF1 Professional Safety Services	Operating Materials & Supplies	-120.75
10/03/2017	eft	NJ Division of Pensions & Benefits	Pension Expense	-247.53
10/04/2017	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,648.43
10/04/2017	8393	Whippany Fire Company	Other Rentals / Training	-9,300.00

10/04/2017	8394	Nestle Pure Life Direct	Water	-11.99
10/04/2017	8395	Township of Hanover	Gasoline / Diesel	-512.76
10/04/2017	8396	PSE&G	Utilities	-12.44
10/04/2017	8397	Barz, Ronald	Fuel Vouchers	-20.00
10/04/2017	8398	Bradley, Ben	Fuel Vouchers	-10.00
10/04/2017	8399	Cobane, Rob	Fuel Vouchers	-70.00
10/04/2017	8400	Cobane, Robert	Fuel Vouchers	-20.00
10/04/2017	8401	Cobane, Thomas	Fuel Vouchers	-20.00
10/04/2017	8402	Cowley, Dale	Fuel Vouchers	-30.00
10/04/2017	8403	Matthew Gallo	Fuel Vouchers	-20.00
10/04/2017	8404	Gethins, John	Fuel Vouchers	-30.00
10/04/2017	8405	Graziano, Jesse	Fuel Vouchers	-30.00
10/04/2017	8406	Johnston, Robert	Fuel Vouchers	-20.00
10/04/2017	8407	Jubinski, Ken	Fuel Vouchers	-30.00
10/04/2017	8408	Kelly, Brian	Fuel Vouchers	-70.00
10/04/2017	8409	Eric Kelly	Fuel Vouchers	-30.00
10/04/2017	8410	Kelly, Jonathan	Fuel Vouchers	-30.00
10/04/2017	8411	Kelly, Tim	Fuel Vouchers	-20.00
10/04/2017	8412	Jack Koba	Fuel Vouchers	-30.00
10/04/2017	8413	Kraley, James	Fuel Vouchers	-20.00
10/04/2017	8414	Lori, Anthony	Fuel Vouchers	-20.00
10/04/2017	8415	Makowski, Joseph	Fuel Vouchers	-20.00
10/04/2017	8416	Mihalko, Joseph Jr.	Fuel Vouchers	-30.00
10/04/2017	8417	Mihalko, Joey	Fuel Vouchers	-30.00
10/04/2017	8418	David Paine	Exhaust System	-10.00
10/04/2017	8419	Michael Rung	Fuel Vouchers	-30.00
10/04/2017	8420	Shearer, Derrick	Fuel Vouchers	-20.00
10/04/2017	8421	Wodynski, William	Fuel Vouchers	-30.00
10/04/2017	8422	Morris Cty Fire Prevention Assoc. Inc.	Membership Dues & Subscriptions	-450.00
10/09/2017	8423	J C P & L	utilities	-626.45
10/09/2017	8424	J C P & L	Utilities	-141.54
10/09/2017	8425	Hanover Sewerage Authority	Utilities	-234.00
10/09/2017	8426	Finish Line Car Wash	Car Washes	-56.21
10/09/2017	8427	Auto Zone	Operating Materials & Supplies	-135.39
10/09/2017	8428	Police & Firemen's Insurance Association	Police & Fire Insurance	-456.18
10/09/2017	8429	Wegman's	Operating Materials & Supplies	-323.87
10/09/2017	8430	Hanover Sewerage Authority	Utilities	-273.30
10/09/2017	8431	SMCMUA	Utilities	-626.46
10/09/2017	8432	Morris County Public Safety Training Acad	Training and Education	-100.00
10/11/2017	8433	Witmer Associates, Inc	Helmets	-1,699.49
10/11/2017	8434	Tasc Fire Apparatus, Inc.	Hose Repair	-566.50
10/11/2017	8435	J C P & L	Utilities	-4.72
10/11/2017	8436	Palermo's Pizza	Operating Materials & Supplies	-158.23
10/13/2017	8444	PSE&G	utilities	-69.29
10/13/2017	8445	Dixon, William	Wildwood	-693.00
10/13/2017	8446	Cobane, Robert	Wildwood	-793.00
10/13/2017	8447	Woytas, John R.	Wildwood	-793.00
10/13/2017	8448	Woytas, Raymond	Wildwood	-793.00
10/13/2017	8449	Cortright, Joseph	Wildwood	-793.00

10/13/2017	8450	Minerva Cleaners	Gear Cleaning	-50.00
10/16/2017	8451	US Bank Equipment Finance	Copy Machine lease	-280.50
10/16/2017	eft	Board of Fire Commissioners	Employee Payroll	-16,987.91
10/18/2017	8452	Cortright, Joseph	Reimbursements	-34.69
10/23/2017	8453	Daily Record	Advertising	-42.92
10/23/2017	8454	Township of Hanover	Gasoline / Diesel	-280.47
10/23/2017	8455	Batteries Plus	Batteries	-19.25
10/23/2017	8456	Standard Insurance Co	Life Insurance	-1,843.70
10/23/2017	8457	Fire Fighters Equipment Company Inc.	Operating Materials & Supplies	-170.99
10/23/2017	8458	The Engine Exchange	Utility 85	-2,215.00
10/23/2017	8459	Foer, Chris	Engine 81	0.00
10/25/2017	8460	Clean Air Company	Hose Repair	-669.17
10/25/2017	8461	Verizon Wireless	Utilities	-588.23
10/31/2017	eft	Board of Fire Commissioners	Employee Payroll	-16,387.35
11/01/2017	8462	Emergency Reporting	Computers	-159.91
11/01/2017	8463	Wegman's	Operating Materials & Supplies	-297.97
11/01/2017	8464	Police & Firemen's Insurance Association	Police & Fire Insurance	-399.17
11/01/2017	8465	Verizon Wireless	Utilities	-152.04
11/01/2017	8466	Technology Insurance Company	Workers Compensation	-4,084.31
11/01/2017	8467	Home Depot Credit Services	Shop Supplies	-34.34
11/01/2017	8468	Coffee Lovers	Coffee	-297.74
11/01/2017	8469	Optimum	Utilities	-276.72
11/01/2017	8470	Lifesavers, Inc.	CPR Training Expense	-468.00
11/01/2017	8471	Kruger, Walter	Wildwood	-793.00
11/01/2017	8472	A C & R, Inc.	Repairs & Maintenance	-115.00
11/01/2017	8473	McNeil & Company	Insurance Premiums	-10,375.75
11/01/2017	8474	Witmer Associates, Inc	Helmets	-429.90
11/02/2017	8475	Barz, Ronald	Fuel Vouchers	-20.00
11/02/2017	8476	Bradley, Ben	Fuel Vouchers	-10.00
11/02/2017	8477	Cobane, Rob	Fuel Vouchers	-70.00
11/02/2017	8478	Cobane, Robert	Fuel Vouchers	-20.00
11/02/2017	8480	Cowley, Dale	Fuel Vouchers	-20.00
11/02/2017	8481	Matthew Dill	Fuel Vouchers	-10.00
11/02/2017	8482	Gethins, John	Fuel Vouchers	-30.00
11/02/2017	8483	Graziano, Jesse	Fuel Vouchers	-10.00
11/02/2017	8484	Jubinski, Ken	Fuel Vouchers	-20.00
11/02/2017	8485	Kelly, Brian	Fuel Vouchers	-70.00
11/02/2017	8486	Eric Kelly	Fuel Vouchers	-30.00
11/02/2017	8487	Kelly, Jonathan	Fuel Vouchers	-20.00
11/02/2017	8488	Jack Koba	Fuel Vouchers	-20.00
11/02/2017	8489	Lori, Anthony	Fuel Vouchers	-20.00
11/02/2017	8490	Makowski, Joseph	Fuel Vouchers	-20.00
11/02/2017	8491	Mihalko, Joseph Jr.	Fuel Vouchers	-30.00
11/02/2017	8492	David Paine	Exhaust System	-30.00
11/02/2017	8493	Michael Rung	Fuel Vouchers	-30.00
11/02/2017	8494	Shearer, Derrick	Fuel Vouchers	-20.00
11/02/2017	8495	Wodynski, William	Fuel Vouchers	-30.00
11/02/2017	8496	Zicarello, Ricky	Fuel Vouchers	-20.00
11/02/2017	8479	Cobane, Thomas	Fuel Vouchers	-20.00
11/02/2017	8497	Fail Safe Testing	Hose - Test	-2,018.75

11/02/2017	8498	Optimum	Utilities	-238.17
11/02/2017	8499	PSE&G	Utilities	-12.44
11/03/2017	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,648.43
11/03/2017	eft	NJ Division of Pensions & Benefits	Pension Expense	-3,000.00
11/03/2017	eft	NJ Division of Pensions & Benefits	Pension Expense	-625.00
11/06/2017	eft	TD Bank	Bank Charges	-30.00
11/06/2017	8500	CF Services	Engine 81	-2,663.67
11/06/2017	8501	Nestle Pure Life Direct	Water	-85.86
11/06/2017	8502	Morristown Lumber	Operating Materials & Supplies	-260.20
11/06/2017	8503	Township of Hanover	Gasoline / Diesel	-423.52
11/07/2017	eft	NJ Division of Pensions & Benefits	Pension Expense	-3,000.00
11/07/2017	eft	NJ Division of Pensions & Benefits	Pension Expense	-625.00
11/08/2017	8504	J C P & L	Utilities	-173.53
11/08/2017	8505	J C P & L	utilities	-573.07
11/08/2017	8506	Auto Zone	Operating Materials & Supplies	-16.99
11/08/2017	8507	STAPLES CREDIT PLAN	Office Supplies	-455.61
11/08/2017	8508	New Breed Fitness	Training and Education	-200.00
11/08/2017	8509	Police & Firemen's Insurance Association	Police & Fire Insurance	-456.18
11/08/2017	8510	NJ Advance Media	Advertising	-20.15
11/08/2017	8511	Lifesavers, Inc.	CPR Training Expense	-69.44
11/08/2017	8512	Daily Record	Advertising	-50.84
11/08/2017	8513	National Notary Association	Operating Materials & Supplies	-60.00
				-
				140,614.68

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

AYES: Kraley, Polo, Mihalko

ABSENT: Kitchell, Shearer

NAYS: None

Meeting was adjourned at 8:15

. - Respectfully submitted:

Janet Gant Hammond, Board Assistant