

**MINUTES - REGULAR MEETING**

**February 8<sup>th</sup> 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 , & George Coppola, Hanover Twp liaison to the Fire Department

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. Shearer made a motion to accept these minutes. The move was seconded by Comm. J. 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. J. Mihalko that we accept the Treasurer's Report. Comm. Polo 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 - December 31, 2015	<b>\$192,049.15</b>
January Checks	(\$59,106.03)
To Morgan Stanley	(\$125,000.00)

**Deposits for the Month of January 2016**

State of New Jersey	Uniform Fire Safety Act	\$6,186.06
Township of Hanover	False Alarms	\$450.00
Marriott International	CPR training income	\$1,250.00

**Balance on Hand, January 30, 2016**

**\$15,829.18**

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## Active Assets Account #615 108684 107

### Morgan Stanley/Smith Barney

Balance on Hand January 31, 2016

\$521,069.10

### Provident Bank

Balance on Hand January 31, 2016

\$28,084.85

Checks Submitted this Month's Meeting

**\$85,206.60**

Treasurer Michael Mihalko made a note that we added money back to our Morgan Stanley account and that we have invested CDs. One will come due in 6 months and the other in a year.

## 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. Shearer. 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.
- Supplies were purchased from Home Depot.
- SCBA supplies were purchased from FF1.
- Approved Fire tested and tagged our extinguishers.

### Apparatus

- Nothing further to report on Engine 81.
- New 84 is in service.

### Training

- Training for the month of January was:
  - The 19<sup>th</sup> Blood Bourne and Hazard Communications. Paul also started to do these classes during the daytime to accommodate the college students.
- Training for the month of February will be:
  - The 16<sup>th</sup> go over our new Ice Rescue Sled and suits.
  - The 23<sup>rd</sup> County Haz Mat will be coming with their team to go over each other's equipment.

### Purchases

- We need to purchase 5 Minitor 6 Pagers:

1.	Northeast Communications	\$2,096.00
2.	P&W Service Center	\$2,149.50

- Unit 87 needs new tires:

1.	Gogel Tire	\$631.80
2.	Apollo Tire	\$712.00
3.	Dave's Tire	\$748.00

- The new Ice Sled has been delivered and is on the Rescue.

## **Fire Prevention**

- (39) Inspections / re-inspections were conducted last month.

## **EMS**

- (39) Calls were answered last month with 5 transport assists.

## **Fire**

- (48) Calls were answered last month.

## **Other Matters and Announcements**

- During the snow storm last week there were members on standby at the station from 0930 hours Saturday thru 1000 hours Sunday morning.
- The 2015 end of the year report for the Division of Fire Safety has been completed and submitted. Chairman Barz signed off on it. Thank you to Janet and Josh for their time and efforts putting this report together.
- The 2015 year end percentages have been completed and submitted to the Relief Association Secretary to send into the State.
- I applied for the AFG Grant from FEMA.
- There will be a personnel meeting tomorrow night beginning at 7:20 pm.
  - Derek Pillion submitted his application for probationary membership at tomorrow's Company Meeting.
  - We will have a new probationary member joining the company tomorrow night. His name is William Sevilla.

Attached to this report are:

- Time Sheets
- Monthly percentage sheets
- EMS monthly times and progress report
- Inspection Reports

Respectfully submitted,  
Joseph J. Cortright  
Joseph J. Cortright  
Chief of Department

## **COMMUNICATIONS**

- A letter from us to Lincoln Financial authorizing them to release LOSAP funds in the Woytas matter.

A motion was made that we sign the letter authorizing the release of the funds, with Janet making a copy for all attorneys involved in the matter. The motion was made by Comm. J. Mihalko and seconded by Comm. M. Mihalko. It passed by the following vote:

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

ABSENT: None

NAYS: None

## **COMMITTEE REPORTS**

**Personnel:** Inspector Perrello will be out 4-6 weeks with a medical issue. We will send him a Get Well gift – Randy will handle that. Other career staff will be covering shifts from 6 to 6. Do we want to extend Josh and Ian's day – 10 hours OT or leave it at the Chief's direction to see that we're covered? Mike is in favor of leaving it up to the Chief, as was the rest of the Board. Ron said; With the stipulation that the Chief DOES it. He doesn't care about the Overtime.

**Apparatus:** Tires still needed.

**Insurance:** Nothing at this time.

**Dinner:** Nothing at this time.

**First Aid:** It was reported that EMS responded to 39 calls this month and 5 transports. Ron stated that we gave up 40 hours to Cedar Knolls last year. Now 5 transports this month. We're losing our key people to other people who get paid.

Mike said that he heard they were hiring new people over there – a new Firefighter/Inspector who is an EMT also.

Ron – Now we're down a man with Paul out. Can we afford to have a man down and drive out of town for an hour?

Chief will talk to Cedar Knolls Chief and let him know that we're down a man.

Mike – It HAS increased. We have to let them know how it's affecting us.

Ron – Why are they answering calls in Morristown and Morris Township? You have our guys answering a call for a drunk in Morristown because Cedar Knolls is busy somewhere else. They're reaching way too far out for a volunteer department – just for the money. This HAS to come up at the Bureau meeting.

**Cedar Knolls:** See above.

**Township:** George Coppola gave the following report:

- The Town had their Budget meeting and there were a lot of eliminations and saying no to wish lists. – Mostly due to tax appeals. The new budget will go up .96 – less than 1% but they had to go up.
- They are looking to do many road repairs also.
- April 23<sup>rd</sup> – is the Little League kick-off.
- Fire Election is February 20<sup>th</sup>.
- 14 patrolmen will be taking the sergeants' exam.
- Two Lieutenants and one captain will be putting in for the Chief's position.
- To date, we have 30 in the police force including one Chief, 2 Lieutenants, & 3 Sergeants.

Mike asked George if there was any word about moving the dispatch up to the County Dispatch. George replied that the current Chief does not want it. Once a new Chief is in, then maybe. He wouldn't push it on a Chief who wasn't behind it. It would only lead to finding more problems with it.

- The town approved an evidence bar coding system.

**RELOCATION:** Derrick reported that someone had snuck in to the new building and took pictures of it. They put them on a fake Facebook page and made derogatory comments about it. The page has been taken down and the culprit may be able to be traced through surveillance cameras that the builder had positioned around the site.

**FIRE COMPANY** - Mike Cook requested use of an apparatus for the St. Patrick's Day parade. A motion was made by Comm. J. Mihalko to allow use of Rescue 80. The motion was seconded by Comm. Polo and passed by the following vote:

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

ABSENT: None

NAYS: None

## **OLD BUSINESS**

Feb 20<sup>th</sup> will be the Fire election from 2-9:00.

For the public record, Firefighter Bob Johnston withdrew his petition.

There are now 2 positions open and 2 candidates running for them. There is also the budget to pass. Comm. Shearer made a comment that election Graphics is very frustrating to deal with.

## **NEW BUSINESS**

Derrick received an email from the Parsippany Rescue Group containing an order for clothing. This would be for the Water Rescue group. The shirts would promote interest and could also be used as an incentive or reward. They are hooded sweatshirts and shirts. It may get other members interested if they see a member wearing the items. The cost would be \$800.

Ron Barz – I see no reason for that. Julie – let them pay for their own shirts. Mike – We'd have to wait for money to be in the account and we're just not set up for that right now. Not feeling it.

If every time we have a new 'crew', do we buy them shirts?

A motion was made by Comm. J. Mihalko that we NOT buy the shirts. It was seconded by Comm. Barz, and passed by the following vote:

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

ABSENT: None

NAYS: Shearer

.The Chief's report contained a few requests. The first was that we buy 5 pagers from Northeast Communications for \$2096. The motion to buy these pagers was made by Comm. M Mihalko and seconded by Comm. Polo. The motion was passed by the following vote:

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

ABSENT: Polo

NAYS: None

The next purchase request was for new tires for Car 87. The lowest price was \$631.50 from Gogel Tire. A motion was made to authorize this purchase by COmm. M. Mihalko. It was seconded by Comm. J. Mihalko and passed by the following vote;

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

ABSENT: Polo

NAYS: None

## **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. J Mihalko and was carried by the following vote:

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

ABSENT: Polo

NAYS: None

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	-SPLIT-	-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
01/13/2016	7438	CF Services	Engine 81	-696.30
01/13/2016	7439	Witmer Associates, Inc	Helmets	-289.25
01/13/2016	7440	Galls Inc.	Uniforms and Personal Equipment	-86.21
01/15/2016	eft	Board of Fire Commissioners	Employee Payroll	14,397.97
01/15/2016	7441	US Bank Equipment Finance	Copy Machine lease	-255.00
01/15/2016	7442	Morristown Medical Group	Medical	-400.00
01/15/2016	7443	PSE&G	Utilities	-507.37
01/20/2016	7444	Galls Inc.	Operating Materials & Supplies	-660.39
01/20/2016	7445	MCAAFC	Membership Dues & Subscriptions	-25.00
01/20/2016	7446	Rios' Engraving	Class A Uniforms	-100.00
01/22/2016	7449	Randy Polo	Out of Pocket reimbursements	-148.40
01/22/2016	7450	Standard Insurance Co	Life Insurance	-1,736.50
01/22/2016	7451	Technical Fire Services, Inc	Pumps - Test	-600.00
01/22/2016	7452	Daily Record	Advertising	-278.36
01/27/2016	7453	Brian Kelly	Out of Pocket reimbursements	-57.81
01/27/2016	eft	Board of Fire Commissioners	Employee Payroll	14,650.60
02/01/2016	7454	Politi Auto Parts	Auto Parts	-81.43
02/01/2016	7455	POSTMASTER	Office Supplies	-98.00
02/01/2016	7456	BP	Fuel Vouchers	-660.20
02/01/2016	7457	Verizon Wireless	Utilities	-227.80
02/01/2016	7458	Optimum	Utilities	-253.99
02/01/2016	7459	Home Depot Credit Services	Shop Supplies	-57.13
02/01/2016	7460	Township of Hanover	Gasoline / Diesel	-243.15
02/01/2016	7461	FF1 Professional Safety Services	Operating Materials & Supplies	-987.84
02/01/2016	7462	Black Meadows Mutual Aid Association	Membership Dues & Subscriptions	-100.00
02/01/2016	7463	NJ Career Chiefs Association	Membership Dues & Subscriptions	-375.00
02/01/2016	7464	All Jersey Garage Doors	Building Maintenance	-50.00
02/03/2016	7465	Verizon Wireless	Utilities	-152.04
02/03/2016	7466	Morristown Medical Group	Medical	-795.00
02/05/2016	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,657.86
02/08/2016	7467	Nestle Pure Life Direct	Water	-9.99
02/08/2016	7468	Police & Firemen's Insurance Association	Police & Fire Insurance	-455.14
02/08/2016	7469	SAFE-T Skylands Area Fire Equip & Trning	Operating Materials & Supplies	-480.00
02/08/2016	7470	McNeil & Company	Insurance Premiums	-6,689.25
02/08/2016	7471	FF1 Professional Safety Services	Operating Materials & Supplies	-24.00
02/08/2016	7472	US Assure Insurance Services of Fla, Inc.	Insurance Premiums	-1,075.00
02/08/2016	7473	New Pig	Building Maintenance	-103.28
02/08/2016	7474	Eagle Auto Body	#84	-889.71
02/08/2016	7475	J C P & L	Utilities	-613.66
02/08/2016	7476	STAPLES CREDIT PLAN	Office Supplies	-421.10
02/08/2016	7477	Concern	Membership Dues & Subscriptions	-500.00
02/08/2016	7478	Fire Safety USA	Operating Materials & Supplies	-1,100.00
				-
				85,206.60

8:36 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 and other items. The motion was seconded by Comm. Shearer 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. Shearer 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*