

MINUTES - REGULAR MEETING

March 14th 2016

Chairman Polo 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 M. Mihalko, Jim Kitchell, J. Mihalko, Polo & 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, the regular minutes, and the minutes from the Reorganization meeting from last month. Comm. M. Mihalko made a motion to accept these minutes. 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

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. 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 - January 30, 2016	\$15,829.18
February Checks	(\$83,749.21)
February Health Check	(\$9,657.86)

Deposits for the Month of January 2016

Registration Fees	\$9,625.00
Halo Pharmaceutical	Permits Fees \$42.00
Hanover Twp Bd of Ed	CPR Training Income \$2,982.00
Township of Hanover	False alarms - January \$900.00
Halo Pharmaceutical	Permits Fees \$42.00
Halo Pharmaceutical	Permits Fees \$497.00
Township of Hanover	District Taxes \$170,000.00
Mondelez International	Permits Fees \$497.00
Mondelez International	Permits Fees \$42.00

From Morgan Stanley \$10,000.00

Balance on Hand, February 29, 2016 **\$117,049.11**

Active Assets Account #615 108684 107

Morgan Stanley/Smith Barney

Balance on Hand February 29, 2016 **\$511,070.76**

Provident Bank

Balance on Hand February 29, 2016 **\$28,084.85**

Checks Submitted this Month's Meeting **\$94,320.38**

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. Shearer and seconded by Comm. M. 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 Politi Auto Parts.
- Supplies were purchased from Home Depot.
- SCBA supplies were purchased from FF1.

Apparatus

- CF Services has ordered parts to make repairs to the apparatus that were noted while yearly service was being performed.
 - Engine 81 Exhaust System, Belts, Rear Brake Chambers
 - Engine 82 Belts
 - Rescue 80 Exhaust System
- Engine 81 needs pump service and repairs. I have received 2 quotes and would like to discuss this with the Board.

Training

- Training for the month of February was:
 - Ice Rescue: We went over our new sled.
 - Haz Mat: County Haz Mat and Parsippany Dist. 5 came to the station we did a meet and greet and a classroom discussion. We then brought their apparatus inside the bays and looked at each other's equipment. This was very well received by all who participated. We will be getting together again in Parsippany. We are planning to be doing a joint drill over the summer time with all departments along with Picatinny Arsenal's Haz Mat Team.
- Training for the month of March will be:
 - The 22nd pump operations.
 - The 29th topic yet to be determined.

Purchases

- I am requesting that we purchase new boots for the members. We last made a big purchase of boots in 2004 and it is time to replace them. I received 2 quotes. I would like to purchase 35 pair of boots.

1.	FF1 \$262.50 each State Contract Price	\$9187.50
2.	The Firestore.com \$279.59 each	\$9785.65

All quotes are on file in the Chief's Office.

- 5 new pagers were ordered and delivered. Car 87 had new tires installed.

Fire Prevention

- (66) Inspections / re-inspections were conducted last month. \$1,120.00 in permit fees were collected.

EMS

- (39) Calls were answered last month with 3 transport assists.

Fire

- (50) Calls were answered last month.

Other Matters and Announcements

- Paul Perrello has been released by his doctor to return to work for light duty. If all goes well he will return to full duty in 2 weeks.
- I have been in contact with our Insurance Company regarding the accident at the construction site of our new firehouse.
- I am going to have Janet send out thank you letters to departments that assisted with the accident at the new firehouse and also from last week's brush fire.
- Gallagher Insurance Company located at 200 Jefferson Park want to do a river clean up between the S. Jefferson Rd. Bridge and the Eden Lane Bridge. This will take place on Friday April 1st with a rain date of Friday April 8th between the hours of 12 noon and 2:30 pm.
- Eric Kelly joined the Fire Company last week as a junior member.
- We had our ladders tested on February 24th. The attic ladder from Engine 81 failed and had to be taken "Out of Service". A new one was ordered as a replacement and put in service.
- 2 Plan Reviews were completed last month.

Attached to this report are:

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

Respectfully submitted,
Joseph J. Cortright

COMMUNICATIONS

- A thank you letter to us from Inspector Paul Perrello for a fruit basket sent to him while on medical leave.
- A letter from us to all Life members requiring a voucher for lodging when attending the NJ State Fire Convention.
- A letter from our attorney, Joseph O'Toole stating that the judge in the Woytas matter has dismissed the fire department and Board of Commissioners from the case. We're no longer involved in any of the dispute still going on.

RESOLUTIONS: Secretary, Derrick Shearer now read the resolutions for the coming year aloud. They are attached to these minutes. They were all voted on and accepted, as follows:

A Resolution naming the meeting schedule for the year 2016-2017. Meeting dates will be: April 11, May 9, June 13, July 11, August 8, September 12, October 10, November 14, December 12 of 2016 and January 9, February 13, and March 13th of 2017. This schedule will be entered into the newspapers.

- The meeting schedule was discussed. It was determined that at this time, we don't need the pre-meeting to be a full hour and will shorten it to a half hour. Thus, the pre-meeting will continue to start at 7, but the public meetings will now start at 7:30, instead of 8:00 pm. If deemed necessary to hold a pre-meeting for a longer period of time, this can be advertised in the paper as a special meeting.

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

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

ABSENT: None

NAYS: None

A Resolution naming the Star Ledger Eagle and/or the Daily record as the official newspapers of the Board for 2016 – 2017.

A Resolution naming Joseph O'Toole as the attorney of record for the Board for 2016-2017.

A Resolution naming Vince Montenino as the auditor for the Board for 2016 – 2017.

A Resolution naming TD Bank as the official depository of the Board for 2016 – 2017.

A Resolution approving a 5 year agreement to purchase fuel from the township for our use.

A Resolution authorizing the sale of items of Gov.deals. Specific items are listed on the attached resolution.

If, in the future we decide to switch any of the above, for example, a new attorney or newspaper, it may be done with a motion and vote.

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

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

ABSENT: None

NAYS: None

COMMITTEE REPORTS

Personnel: Inspector Perrello is back to work on light duty only.

Apparatus: Pump on Engine 81 needs to be fixed, along with some other items found by a recent inspection.

Insurance: Nothing at this time.

Dinner: Nothing at this time.

First Aid: It was reported that EMS responded to 33 calls this month and 3 transports. Our years to date responses are 74 EMS calls and 8 transports.

Ian will be volunteering his time again in the New York City half-marathon as a medical EMT. He thanked the board for his classes which allow him to do this.

The new required Instructor class was taken by the Career staff.

Cedar Knolls: Nothing at this time

Township: Nothing at this time

Relocation: Henry Winters reported that we are moving along. They have notified the contractor that they want him to go asap. There are things he was going to complete that we will now complete ourselves. The excavator left the job and hasn't been back. Whatever the contractor doesn't finish, we will find local contractors to that will save us some money too. Henry said if they went any slower, they'd be stopped.

The architect is working on a list with the contractor and Henry to see what things shouldn't be completed.

Mike – It may save us money as we can then use local people who will work with us to finish.

Henry – We need a few things done to get a TCO – toilet and sink, etc... Anyone can put that in for us. We need to just get him out of there and finish with local people.

Mike – People have offered to help already. They want to donate their time, if we pay for the materials.

FIRE COMPANY - There is a special meeting tomorrow night at 8 pm.

Julie thanked the younger members (Jack and others) who have begun to hang out down at the firehouse and do a lot of cleaning up also.

OLD BUSINESS

Nothing at this time.

NEW BUSINESS

The Chief's report contained a few requests. The first was that we buy new boots for the guys. The last boots were purchased in 2004 and are now 12 years old and worn out. He would like to buy 35 pair. Firefighter One is the low bid at \$262.50 each – comes to \$9187.50. Chief mentioned that he didn't choose high end or low end boots. They are middle of the road boots.

The motion to buy these boots in April when the town check is paid was made by Comm. M Mihalko and seconded by Comm. Jim Kitchell. The motion was passed by the following vote:

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

ABSENT: None

NAYS: None

The next purchase request was for repair work on Engine 81. The Chief had gotten a quote from First Priority for \$10,500. He then called in Firefighter One to take a look. Their mechanic looked it all over. He knows the truck's age (18) and that it will be replaced in a couple of years. He recommended some rebuilds instead of new parts. His estimate came to \$6,000.

A motion was made to authorize this purchase in late April, 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

PUBLIC PART OF THE MEETING

There were 5 members of the public in attendance.

Firefighter Rich Allocco made a suggestion that we do a "Sponsor a Fireman" type of fundraiser, with levels being named after Firefighter levels; ie; Junior, Probie, Capt, etc... He suggested buying a brick, putting a name on a bench or on the wall of the new firehouse.

Derrick Shearer commented that where he works, everything is named. Each classroom, the elevator, etc...

Mike Mihalko said it was a good idea but it has to go to the company. He thanked Rich for his input and good idea.

At this time, the Board officially welcomed new Commissioner Jim Kitchell to his first Commissioner's meeting.

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

ABSENT: None

NAYS: None

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Amount</u>
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	-SPLIT-	-243.15
02/01/2016	7461	FF1 Professional Safety Services	-SPLIT-	-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
02/02/2016			Bank Charges	-2.00
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
02/08/2016	7479	Whippany Fire Company	Other Rentals	-8,000.00
02/10/2016	7480	Northeast Communications, Inc.	Car 201	-92.00
02/10/2016	7481	Derrick Shearer	Reimbursements	-136.77
02/10/2016	7482	Randy Polo	Out of Pocket reimbursements	-120.90
02/10/2016	7483	NJ Advance Media	Advertising	-323.95
02/12/2016	7484	J C P & L	Utilities	-12.00
02/12/2016	eft	Board of Fire Commissioners	Employee Payroll	14,745.36
02/12/2016	7485	US Bank Equipment Finance	Copy Machine lease	-255.00
02/12/2016	7486	Gogel Tire Company	Car 201	-631.80
02/19/2016	eft	NJ Division of Pensions & Benefits	Pension Expense	-2,500.00
02/19/2016	eft	NJ Division of Pensions & Benefits	Pension Expense	-625.00
02/19/2016	7487	PSE&G	Utilities	-637.03
02/19/2016	7488	Jodi Cook	Elections	-125.00
02/19/2016	7489	Joseph Mihalko, Jr.	Elections	-125.00
02/19/2016	7490	Marie Ringstad	Elections	-125.00
02/22/2016	7491	Christian Rossy	Elections	-200.00
02/22/2016	7492	Standard Insurance Co	Life Insurance	-1,736.50
02/22/2016	7493	Whippany Diner	Elections	-68.80
02/22/2016	7494	Approved Fire Protection	Extinguisher - Test	-297.90
02/22/2016	7495	FF1 Professional Safety Services	SCBA Repair	-18.75

02/22/2016	7496	Johnny's Pizza	Operating Materials & Supplies	-84.00
02/22/2016	7497	Jonathan Kelly	Reimbursements	-74.94
02/22/2016	7498	Township of Hanover	Gasoline	-269.34
02/26/2016	7499	Daily Record	Advertising	-40.28
02/26/2016	7500	Optimum	Utilities	-253.99
02/26/2016	7501	Concern	Medical	-450.00
02/26/2016	7502	Brunners Garage	Repairs & Maintenance	-485.84
02/29/2016	7503	Home Depot Credit Services	Shop Supplies	-108.15
02/29/2016	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,657.86
02/29/2016	eft	Board of Fire Commissioners	Employee Payroll	15,445.48
03/01/2016	7505	Verizon Wireless	Utilities	-227.80
03/01/2016	7506	Verizon Wireless	Utilities	-152.04
03/01/2016	7507	Politi Auto Parts	Auto Parts	-53.99
03/02/2016	eft	NJ Division of Pensions & Benefits	Pension Expense	-2,500.00
03/02/2016	eft	NJ Division of Pensions & Benefits	Pension Expense	-625.00
03/02/2016	7504	BP	Fuel Vouchers	-633.50
03/08/2016	7508	Northeast Communications, Inc.	Purchase of Assets	-2,096.00
03/08/2016	7509	Gann Law Books	Membership Dues & Subscriptions	-204.10
03/08/2016	7510	Coffee Lovers	Coffee	-492.15
03/08/2016	7511	US Assure Insurance Services of Fla, Inc.	Insurance Premiums	-1,075.00
03/08/2016	7512	Police & Firemen's Insurance Association	Police & Fire Insurance	-455.14
03/08/2016	7513	Parker Publications	Advertising	-76.18
03/08/2016	7514	Police & Firemen's Retirement System	Pension Expense	-68.06
03/08/2016	7515	Police & Firemen's Retirement System	Pension Expense	-11.61
03/08/2016	7516	DC Express	Elections	-190.00
03/08/2016	7517	Witmer Associates, Inc	Uniforms and Personal Equipment	-157.99
03/08/2016	7518	Morris County Public Safety Training Acad	Training and Education	-225.00
03/08/2016	7519	FF1 Professional Safety Services	SCBA	-487.70
03/08/2016	7520	Peter Abbondanzo	Reimbursements	-98.00
03/08/2016	7521	Nestle Pure Life Direct	Water	-66.02
03/08/2016	7522	J C P & L	-SPLIT-	-601.00
03/08/2016	7523	Finish Line Car Wash	Car Washes	-23.94
03/11/2016	7524	NJ Advance Media	Advertising	-13.95
03/11/2016	7525	Recorder Community Newspaper	Membership Dues & Subscriptions	-37.00
				<u>-</u>
				94,320.38

8:36 At this time, Comm. J. Mihalko made a motion to adjourn the public meeting. The motion was seconded by Comm. M. Mihalko and passed by the following vote:

AYES: Kitchell, M. Mihalko, J. Mihalko, Shearer & Polo
 ABSENT: None
 NAYS: None

Meeting was adjourned at 8:22.

Respectfully submitted:

Janet Gant Hammond, Board Assistant

