

MINUTES - REGULAR MEETING

May 11, 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 M. Mihalko, Polo, Barz, J. Mihalko, & Shearer

Absent: None

Also Present: 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. 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 - March 31, 2015	\$143,414.61
April Checks	(\$132,426.50)

Deposits for the Month of April 2015

Registration Fees		\$875.00
Verizon/Cushman & Wakefield	Permits & Fees	\$497.00
Township of Hanover	False Alarms / March	\$1,025.00
Jersey Mikes	Permits & Fees	\$42.00
Stephen Gould group	Permits & Fees	\$42.00
Township of Hanover	District Taxes #2	\$169,193.83
State of New Jersey	Uniform Fire Safety Act	\$5,888.68

Balance on Hand, April 30, 2015

\$188,551.62

Active Assets Account #615 108684 107

Morgan Stanley/Smith Barney

Balance on Hand April 30, 2015

\$395,475.98

Provident Bank

Balance on Hand April 30, 2015

\$78,084.85

Checks Submitted this Month's Meeting

\$145,604.63

CHIEF'S / FIRE OFFICIAL REPORT and COMMENTS

Derrick had a question on the Chief's report. He questioned Converse Consultants East – the notes about storing radioactive materials. Inspector Paul Perrello was present and answered that they store a small amount of that material for use with their soil samples. The source for that note is the pre-printed code. They have had it for years.

The following Chief's report was submitted for approval. No purchase requests at this time. 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, Polo, Barz, J. Mihalko, Shearer

ABSENT: None

NAYS: None

Supplies, Equipment, and Maintenance

- Supplies were purchased from Staples.
- Equipment was purchased from FF 1.
- Supplies were purchased from Politi Auto Parts.
- Equipment was purchased from The Firestore.com
- Fire Fighters conducted the yearly flow test on our SCBA.

Apparatus

- Car 201 will be getting repaired at Eagle this week or next.

Training

- Training for the month of April was:
 - RIC refresher. We conducted one classroom session and a practical session. We utilized the house at the Bayer property 57 Whippany Road.
- Training for the month of May will be:
 - The 19th RIC classroom session.
 - The 26th we are scheduled to go to Chubb for fire alarm training.

Purchases

- No purchase requests.

Fire Prevention

- (70) Inspections / re-inspections were conducted last month. We collected \$665.00 in permit fees. The yearly Liquor License Inspections are in the process of being completed.

EMS

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

Fire

- (39) Calls were answered last month.

Other Matters and Announcements

- I completed 2 plan reviews during the month of April.
- We conducted the first of hopefully many CPR classes for the youth coaches in town.
- We conducted 2 CPR classes for the Hanover Sewerage Authority in April.
- There will be a personnel meeting tomorrow night. Joey Mihalko will be joining the Fire Company as a Junior Member.

Comm. Mihalko pointed out that the Chief's car is being repaired. Inspector Perrello explained that while answering a call at 197 Ridgedale, the car was backed into at the scene of a fire call. Julie – Shouldn't we have been notified of that? She heard it through the grapevine. Ron said we were not told.

Paul said that insurance is paying for it less the deductible and also fixing the rust spots. Julie said to tell the Chief that we should have discussed it.

COMMUNICATIONS

- A cold offer from someone about our renewal of Worker's Comp.

Mike mentioned that Worker's Comp is due on May 24th. Renewal is \$40,264 – about the same as last year.

COMMITTEE REPORTS

Personnel: Joey Mihalko Jr. coming on as new Junior Member.

Apparatus: There is an air compressor leak on 80 that was repaired on Wednesday. Paul Perrello suggested we could put air chocks on it like 80 has to keep the pressure constant. We should get prices on it. Derrick also mentioned that we can't get just one as we keep rotating the first due engine. Paul will check with Matt – the mechanic from First Priority with questions and he'll also get prices.

Also – the $\frac{3}{4}$ light for water level needs to be replaced. The red flashers under the pump panel are being replaced with LEDs on 81 & 83.

Insurance: Mike Mihalko reported that our Worker's Comp is due. Ron asked about the other insurance policy. Mike said he thought it was Jan – Dec., but the Chief was right and it ends on September 1st. Ron asked if we should compare prices on what we have and what we can get? Mike said we have a couple of months to look at it and he could use some help looking into it.

Ron said he would reach out to Chad. Mike cautioned that we also compare apples to apples. Does Chad have a policy that covers what we have now? – get an on-duty quote and not just the 24 hour one. Mike will reach out to Al Latanzio and see what the replacement cost will be for this existing policy.

First Aid: It was reported that EMS responded to 37 calls this month and 1 transport.

Julie thanked the Paid men who volunteered their time with no pay at the First Annual 5k race for the Fire Company. She also pointed out that FF Mike Cook ran the race and finished.

Cedar Knolls: Nothing big at the joint meeting – mostly concentrated on the coach's class. Next meeting is June 8th at 6:30.

Township: George Coppola made the following report:

- Thank you to all who participated in the Substance Abuse Awareness Council's function at the High School.
- Deer hunt scheduled for September with a limited amount of permits.
- Sidewalk construction is beginning on Reynolds and road will be closed for a time.
- Fireworks – he doesn't see why they can't be at the High School one more year as construction on the turf field has not started yet. He will look into it.
- Met Life rendering is on the town website. Hit the Met-Life link.
- The Education Foundation is having a 5 k run in June.
- There is a new police officer starting in June which will bring our ranks back up to 30. He's from the Police Academy.

FIRE COMPANY / RELOCATION: Mike read a prepared statement from President Fred Brunner. The footings are in and prepared for the concrete. There was a septic hole found that is being remediated. The first Construction loan payment has been processed. There were some picketers there last week. That was because there was rebar needed and the union fee was 30% more. Now that the weather is nice, they will be on pace. Every other Wednesday, there are construction meetings at the site which Henry Winters attends on our behalf.

On behalf on the Fire Company, Mike Cook asked for permission to use the trucks for the Memorial Day parade. A motion was made to allow the use of the apparatus. A motion was made by Comm. J. Mihalko and seconded by Comm. Barz. It passed by the following vote:

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

ABSENT: None

NAYS: None

Mike asked about the 100 year anniversary and were there any plans. Derrick said they were talking about combining the opening with the opening of the new firehouse. There will be a banner carried at the Memorial Day Parade. Rob Cobane sent out a request to get a big turnout of guys to march in the parade this year.

Madison – wants antiques to use in their event.

OLD BUSINESS

Ron had some questions for the Chief about the medical equipment on the engines. Randy pointed out that it was addressed in the chief's letter (enclosed) as Item #5. Ron said since the Chief was not in attendance tonight, we would table more discussion till the next meeting.

NEW BUSINESS

GovDeals – We need to pass a resolution saying we want to do it.

Mike has done this before and said in his experience, the buyer usually pays 10% - sometimes more – and the seller pays the rest of the fee. (The fees and information from GovDeals are attached to these minutes).

There are other pricing options which were discussed.

Mike recommended we choose Option B-3. We pay 2.5% and the buyer pays 10%.

Derrick said that this auction will be for mostly smaller items so the buyer will be able to just add on the 10%.

At this time Mike Mihalko read a sample resolution used by another company listing their items for sale. The Resolution reads as follows:

THE COMMISSIONERS OF FIRE DISTRICT NO.2
IN THE TOWNSHIP OF HANOVER, COUNTY OF MORRIS

Resolution

Authorizing Disposal of Surplus Property

WHEREAS; the Fire District is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Commissioners are desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Board of Fire Commissioners of Fire District No. 2 in the Township of Hanover, County of Morris, as follows:

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals are available online at govdeals.com and also available from the Commissioners of the Fire District.

(2) The sale will be conducted online and the address of the auction site is govdeals.com

(3) The sale is being conducted pursuant to Local Finance Notice 2008-09.

(4) A list of the surplus property to be sold is as follows:

(5) The surplus property as identified shall be sold in an "as-is" condition without expressed or implied warranties with the successful bidder required executing a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(6) The Fire District reserves the right to accept or reject any bid submitted.

Passed and approved this _____ day of _____, 2____ by the Board of Fire Commissioners for Hanover Township District No. 2, Morris County, New Jersey.

Chairperson

Commissioner

A motion was made that we adopt the above resolution for our use also. This motion was made by Comm. Shearer and seconded by Comm. M. Mihalko. It passed by the following vote:

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

ABSENT: None

NAYS: None

How do we get paid from GovDeals? Do we need a Paypal account? Wire transfer?

Mike answered that typically, the buyer pays GovDeals and then they cut us a check after they take out their fee. So we won't need a Paypal or other account.

A question was asked about who decides what gets put up for sale. After a discussion, a motion was made that stated the following: Any item whose initial retail purchase price was \$5000 or less can be sold at the discretion of the Chief. Items valued at initial cost of \$5000 or more come back to the Board to be approved.

This motion was made by Comm. Shearer and seconded by Comm. M. Mihalko. It passed by the following vote:

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

ABSENT: None

NAYS: None

Note on this subject: Subsequently learned from the Chief that every item or group of items put up for sale using GovDeals has to be itemized and approved by Resolution first.

PUBLIC PART OF THE MEETING

There were 3 members of the public in attendance.

BILLS

Comm. J. Mihalko 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

04/01/2015	eft	NJ Division of Pensions & Benefits	Pension Expense	-8,980.00
04/01/2015	eft	NJ Division of Pensions & Benefits	Pension Expense	-62,847.00
04/01/2015	7043	Verizon Wireless	Utilities	-152.06
04/01/2015	7044	ACE Com	Operating Materials & Supplies	-116.00
04/01/2015	7045	Township of Hanover	Diesel	-143.41
04/01/2015	7046	Morristown Medical Group	Medical	-65.00
04/01/2015	7047	Apollo Battery & Tire	Other	-475.00
04/01/2015	eft	PERS	Pension Expense	-623.81
04/01/2015	eft	PFERS	Pension Expense	-2,311.32
04/01/2015	7048	Witmer Associates, Inc	Uniforms and Personal Equipment	-120.98
04/01/2015	7049	Politi Auto Parts	Operating Materials & Supplies	-18.80
04/03/2015	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,050.54
04/06/2015	7050	Nestle Pure Life Direct	Water	-9.99
04/06/2015	7051	BP	Fuel Vouchers	-495.00
04/06/2015	7052	STAPLES CREDIT PLAN	Office Supplies	-118.18
04/06/2015	7053	Police & Firemen's Insurance Association	Police & Fire Insurance	-454.28
04/06/2015	7054	US Assure Insurance Services of Fla, Inc.	Insurance Premiums	0.00
04/06/2015	7055	J C P & L	Utilities	-1,221.62

04/10/2015	7056	Morris County Public Safety Training Acad	Training and Education	-175.00
04/10/2015	7057	PSE&G	Utilities	-695.18
04/14/2015	7058	US Assure Insurance Services of Fla, Inc.	Insurance Premiums	-1,075.00
04/15/2015	eft	Board of Fire Commissioners	Employee Payroll	-14,719.41
04/21/2015	7059	Standard Insurance Co	Life Insurance	-1,691.20
04/21/2015	7060	CF Services	Repairs & Maintenance	-1,811.00
04/21/2015	7061	Township of Hanover	Gasoline	-246.71
04/21/2015	7062	Fire Fighters Equipment Company Inc.	SCBA	-2,560.84
04/21/2015	7063	Joseph Cortright	Operating Materials & Supplies	-267.03
04/24/2015	7064	Township of Hanover	Diesel	-148.82
04/27/2015	7065	Cablevision	Utilities	-250.65
04/30/2015	7066	Witmer Associates, Inc	Uniforms and Personal Equipment	-125.48
04/30/2015	7067	McNeil & Company	Insurance Premiums	-6,156.75
04/30/2015	7068	Verizon Wireless	Utilities	-452.36
04/30/2015	7069	Minerva Cleaners	Gear Cleaning	-304.00
04/30/2015	7070	POSTMASTER	Office Supplies	-98.00
04/30/2015	eft	Board of Fire Commissioners	Employee Payroll	-14,446.08
05/01/2015	eft	NJ Division of Pensions & Benefits Morris County Public Safety Training Acad	Medical Benefits	-9,050.54
05/04/2015	7071	Acad	Training and Education	-250.00
05/04/2015	7072	BP	Fuel Vouchers	-980.00
05/04/2015	7073	Verizon Wireless	Utilities	-304.20
05/06/2015	7074	Politi Auto Parts	Operating Materials & Supplies	-7.96
05/06/2015	7075	Police & Firemen's Insurance Association	Police & Fire Insurance	-454.28
05/06/2015	7076	STAPLES CREDIT PLAN	Office Supplies	-121.46
05/11/2015	7077	J C P & L	Utilities	-1,300.15
05/11/2015	7078	Coffee Lovers	Coffee	-210.73
05/11/2015	7079	Chief Supply Corp.	Uniforms and Personal Equipment	-145.38
05/11/2015	7080	Batteries Plus	Batteries	-52.85
05/11/2015	7081	Witmer Associates, Inc	Operating Materials & Supplies	<u>-300.58</u>
				-
				145,604.63

At this time, Comm. J. Mihalko made a motion to adjourn. 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

The meeting was adjourned at 8:48

Respectfully submitted:

Janet Gant Hammond, Board Assistant