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**MINUTES - REGULAR MEETING**

**May 8, 2017**

Chairman Polo called the meeting to order on the above mentioned date at 7:00 pm, at the Fire Commissioner's office at 434 Route 10, Whippany, NJ.

Commissioners present: Commissioners; Kitchell, Kraley, Polo & Mihalko

Absent: Shearer

Also present: Chief Joseph Cortright and 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 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. Kraley made a motion to accept the minutes from the last meeting. The move was seconded by Comm. Kitchell and it was carried by the following vote:

AYES: Kitchell, Kraley, Polo, Mihalko

ABSENT: Shearer

NAYS: None

**TREASURER'S REPORT**

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

AYES: Kitchell, Kraley, Polo, Mihalko

ABSENT: Shearer

NAYS: None

**General Checking Account #7859643244**

**TD Bank**

Balance On Hand - March 31, 2017	<b>\$38,555.67</b>
April Checks	(\$138,143.34)

**Deposits for the Month of April 2017**

Township of Hanover	District Taxes	\$183,853.33
Tiger Roofing	Permits and Fees	\$42.00
Hanover Sewerage Authority	CPR Training Income	\$750.00
Gov Deals		\$70.00
Registration Fees		\$450.00
Gov Deals		\$1,489.63
Gov Deals		\$507.49

<b><u>Balance on Hand, April 30, 2017</u></b>	<b><u>\$87,574.78</u></b>
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## **Active Assets Account #615 108684 107**

### **Morgan Stanley/Smith Barney**

Balance on Hand April 30, 2017

**\$514,086.36**

Checks Submitted this Month's Meeting

**\$175,784.11**

## **CHIEF'S / FIRE OFFICIAL REPORT and COMMENTS**

The following Chief's report was submitted for approval.

### **Supplies, Equipment, and Maintenance**

- Supplies were purchased from Staples.
- Supplies were purchased from Batteries Plus.
- Supplies and tools were purchased from Home Depot.
- Northeast Communications reprogrammed 5 radios
- FF1 repaired 1 SCBA Pack and 1 bottle

### **Apparatus**

- Unit 88 is out of service. It is at the dealer and has a bad computer. They are trying to find a new one for us.
- Unit 84 had a bad battery and was warrantied at Brunner's garage. He also serviced the vehicle while it was there.

### **Training**

- Training for the month of April was:
  - Fire Academy Car Fire will be the topic
- Water Rescue and Rescue Task Force
- Training for the month of May will be:
  - Stand Pipe Operations
  - Ground ladders
  - Class A burn at the Fire Academy

### **Purchases**

- No purchase requests this month.

### **Fire Prevention**

- (19) Inspections / re-inspections were conducted last month. \$42.00 in permit fees was collected.

### **EMS**

- (32) Calls were answered last month with 0 transport assist.

### **Fire**

- (44) Calls were answered last month.

### **Other Matters and Announcements**

- We had an apparatus committee meeting this past month. Our next one is scheduled for May 17<sup>th</sup>. Some of the committee members will be going to Harrisburg Fire Expo of Friday May 19<sup>th</sup>. I have also reached out to a few manufacturers to get demos to the station along with new deliveries in the area. FF1 was here 2 weeks ago with a demo engine.
- I received one resume for the Training Officer's position.
- An Engine Crew stood by in east Hanover on Saturday, March 25<sup>th</sup> while they had their Annual Dinner.
- There will be an International Soccer Tournament at the red Bulls facility in September presented by Damon. Josh, Brian, and I attended a Security and Planning Meeting for this event. They will be using the Sheraton Tara Hotel during their stay in the area.
- I reviewed plans for a Hydrogen refueling Station to review. They are interested in putting it at 715 Rat 10 next to terry's Auto Body.
- President Trump will be spending multiple weekends this summer in Bedminster. This past weekend was his first. The Chiefs from Morristown airport, Morristown FD, Morris Township FD, Pica tinny Arsenal, Parsippany District 5, and me met along with County Officials. We developed our response

plan in the event that a Haz Mat incident occurs. He will be using Morristown Airport most of the time. We will be getting notified approximately 5 days prior to this arrival. I will be sharing the plan with our members once I receive it.

- As of today, there are 17 kids signed up for the Public Safety Academy that the recreation Dept will be hosting at the end of June and early July. We had an assembly last week and spoke to students at Memorial Jr. School who would be eligible to attend.
- Rich Allocco will be doing an internship here at the station over the summer as part of his curriculum.
- Joey Mihalko will be doing a work study here at the station during May and June.

A motion to accept the Chief's report was made by Comm. Mihalko and seconded by Comm. Kraley. It was passed by the following vote:

AYES: Kitchell, Kraley, Polo, Mihalko

ABSENT: Shearer

NAYS: None

## **DISCUSSION ABOUT CHIEF'S REPORT / VEHICLES**

Mike would like to set up a schedule for replacing the trucks so if the Board changes, we know what's scheduled.

In 6 years, replace one of the trucks.

This year – start on one and then we have 6 years to save for the next replacement – and then 6 years for the next one.

Chief – Parsippany District No. 5 does it that way. We put away \$100,000 / year. We should hit that 5 year mark and start buying a truck.

We had an Apparatus meeting last month and are working on coming up with 2 specs. An engine – and a ladder truck. We will be ready to build 2 trucks. We really need to replace 81.

Mike – Let's take it even further. Maybe tie it in with Cedar Knolls. So when their ladder truck expires, we flip it back and forth as to what we are getting. So they're not on the hook or getting another ladder right away, if we've just gotten one. Don't know if they'd be on board with this, but hypothetically, both of us getting a ladder truck within 2 years of each other.....Do we need that?

Chief – Example of why we need a ladder truck. Bee Meadow Parkway fire – houses have a 45 foot setback. A ladder truck on the roadway will just get us to the eave of the house. The only way to get to a chimney fire was the Cedar Knolls ladder truck. It took us 20 minutes just to back it in.

They have a big one – a Quint, which means it has a ladder but also a pump. We're looking at a smaller ladder truck that can go into a driveway. It has a pump and hose also – not just a ladder truck. With the new technology Pierce has a 107 foot ladder single axle truck with a pump that is no longer than our rescue. When the big ladder can't get in – this one would fit.

Mike – Time frame – The Board may have different people on it in the future. We need to make a Resolution even. This is our long term goal – and put it down in writing.

If we're on a 6 year plan, we're saving \$100,000 a year and when we get to that mark, and its more money than that, we can lease the rest if necessary. It will still save us from having to lease the whole amount. Hurts less.

Paul - What about the cars?

Mike – They should be on the same type of program. Maybe a 4 year program, but it still needs to be in place.

Paul – 88 – the estimate is \$3,300 to fix it if they can even find parts.

Polo – If they can even find the parts. If it's not worth fixing, we won't get our money out of it later. We should roll them down and get the Chief the new vehicle.

## **COMMUNICATIONS –**

1. A thank you from the Toomey family.
2. Thank you letters from the Memorial Junior School students who visited here with Chief and Professor Paul.

## **COMMITTEE REPORTS**

**Personnel:** Nothing at this time

**Apparatus:** See Chief's report and discussion above.

**Insurance:** Workers Comp has been renewed.

**Dinner:** Nothing at this time.

**First Aid:** It was reported that EMS responded to 32 calls this month and 0 transports.

**RELOCATION –** Mike spoke to Fred and there has been some progress. They are looking into attacking the bond. There is also a prospective buyer that has come to the planning board with plans for a brewery. It got town approval, but they've made no offer yet to the fire company. The ordinance for the property was amended to be industrial – to make beer. There are restrictions. No entertainment – closed by a certain hours, etc... It will be strictly a manufacturing facility. They looked at the parking and that should be solvable. They'll only be making 2 batches / week so the smell should be minimal. Bruce fixed the manholes. Crew is taking a more aggressive stance. If the brewery goes through, we may have to be ready to move.

Chief – got an estimate to move the exhaust system.

We have a 4 bay system now. The salesman suggested we make the 2 drive-through bays systems front to back. Said it would be cleaner and neater. No drop down hoses. He almost suggested moving the fan that hangs inside of the building and move it to the attic. Prevents soot from getting into the bays.

Chief doesn't like that idea.

The guy was also concerned about the exhaust outside hitting the façade of the building.

It came to \$47,000 with the fan going in the attic.

He will take the tracks, hose, fan, control line and compressor from here but leave the ductwork. That will be all brand new.

One other company that Madison uses has no hoses. It's a big filtration system that hangs from the ceiling.

Mike – How loud is THAT?

Chief – I can go there and see. The filter system is right by the exhaust.

Randy – What if we buy a different size truck in the future and the exhaust is on the other side or something? They may not always line up.

Mike – Maybe we do some more investigation. \$50 k to move the existing system is a lot. We're using all the parts we have already. We can add to our own system later if need be.

## **FIRE COMPANY**

Sunday's 5K was a nice fundraiser. We had 275 runners and 35 of our members ran – some in full gear.

Raffle tickets are at the printer's. Randy will call to check on them. Raffle will run Oct, Nov., & Dec.

**Township:** George Coppola reported:

New police officers will be sworn in Thursday.

## **OLD BUSINESS**

## **NEW BUSINESS**

Mike – I want to reiterate that we put the 6 year truck schedule down in writing.

Chief – If we have one model we like – in 6 years, we say to the manufacturer – “Update it and give another one like it”.

We have to configure it the way we like.

He tested a Ferrara recently. It performed well on the hills of Trailwood. We discussed the frame.

Chief will have E-1 show us a demo to compete with Pierce.

Pierce gave us the names of other companies that have bought their products that we can look at and see how they’ve held up.

Mike – We should draw up a resolution – even a flow chart – to put it in writing. It should say that money gets put away for the truck(s) every year. Should we designate what kind of truck for each year?

Chief – better to see what we need as we go.

Randy – What if a new Board wants to spend that money for something else they think we need more?

We should put it in the wording that the money will be put aside for the truck use only.

Chief – We would need a public vote in order to use that money for anything other than what it is designated for. Like we did for the Firehouse – reallocated it.

Mike – We also need an accountant and an auditor. The town will also need one.

Chief – Vince is now retired.

Mike will look into getting someone.

Radio contract is coming up – Small increase from last year.

## **PUBLIC PART OF THE MEETING**

3 members of the public attended.

No comments made.

## **BILLS**

Comm. Mihalko moved that the following bills be paid. The move was seconded by Comm. Kitchell and was carried by the following vote:

AYES: Kitchell, Kraley, Polo, Mihalko

ABSENT: Shearer

NAYS: None

04/03/2017	8108	Politi Auto Parts	Auto Parts	-142.95
04/14/2017	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,648.43
04/17/2017	8109	STAPLES CREDIT PLAN	Office Supplies	-820.37
04/17/2017	8110	Northeast Communications, Inc.	Radios	-180.00
04/17/2017	8111	Continental Fire & Safety	Operating Materials & Supplies	-5,586.06
04/17/2017	8112	FF1 Professional Safety Services	Operating Materials & Supplies	-58.00
04/17/2017	8113	Custom Truck & Trailer	Utility 85	-593.75
04/17/2017	8114	SMCMUA	Utilities	-331.68
04/17/2017	8115	Optimum	Utilities	-237.79
04/17/2017	8116	PSE&G	Utilities	-594.32
04/17/2017	8117	Police & Firemen's Insurance Association	Police & Fire Insurance	-456.18
04/17/2017	8118	J C P & L	Utilities	-276.41
04/17/2017	8119	J C P & L	utilities	-641.41
04/17/2017	8120	PSE&G	utilities	-584.70
04/17/2017	8121	Palermo's Pizza	Operating Materials & Supplies	-127.28
04/17/2017	8122	US Bank Equipment Finance	Copy Machine lease	-255.00
04/17/2017	8123	Brunners Garage	#84	-96.75

04/17/2017	eft	TD Bank	Bank Charges	-30.00
04/17/2017	eft	NJ Division of Pensions & Benefits	Pension Expense	-70,755.00
04/17/2017	eft	Board of Fire Commissioners	Employee Payroll	-15,469.78
04/19/2017	8124	Eagle Auto Body	Car 88	-255.00
04/19/2017	8125	Nestle Pure Life Direct	Water	-9.99
04/19/2017	8126	Emergency Reporting	Computers	-1,128.91
04/20/2017	eft	NJ Division of Pensions & Benefits	Pension Expense	-10,320.00
04/21/2017	8127	Morris County Public Safety Training Acad	Training and Education	-225.00
04/24/2017	8128	Morris County Public Safety Training Acad	Training and Education	-100.00
04/24/2017	8129	Standard Insurance Co	Life Insurance	-2,076.40
04/30/2017	eft	Board of Fire Commissioners	Employee Payroll	-17,142.18
05/01/2017	8130	Home Depot Credit Services	Shop Supplies	-890.84
05/01/2017	8131	Emergency Reporting	Computers	-159.91
05/01/2017	8132	BP	Fuel Vouchers	-609.51
05/01/2017	8133	Coffee Lovers	Coffee	-510.50
05/01/2017	8134	Morris County Public Safety Training Acad	Training and Education	-150.00
05/01/2017	8135	Verizon Wireless	Utilities	-478.47
05/01/2017	8136	FF1 Professional Safety Services	Operating Materials & Supplies	-525.75
05/01/2017	8137	Morris County Public Safety Training Acad	Training and Education	-75.00
05/01/2017	8138	Optimum	Utilities	-276.35
05/01/2017	8139	Township of Hanover	Gasoline / Diesel	-403.88
05/01/2017	8140	Technology Insurance Company	Workers Compensation	-10,890.50
05/01/2017	8141	Verizon Wireless	Utilities	-152.04
05/01/2017	8142	Batteries Plus	Batteries	-116.94
05/03/2017	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,648.43
05/03/2017	eft	NJ Division of Pensions & Benefits	Pension Expense	-3,000.00
05/03/2017	eft	NJ Division of Pensions & Benefits	Pension Expense	-625.00
05/05/2017	8144	Nestle Pure Life Direct	Water	-88.86
05/05/2017	8145	Optimum	Utilities	-237.91
05/05/2017	8146	Lifesavers, Inc.	CPR Training Expense	-5.00
05/05/2017	8147	McNeil & Company	Insurance Premiums	-7,700.25
05/08/2017	8148	J C P & L	utilities	-491.42
05/08/2017	8149	PSE&G	Utilities	-79.06
05/08/2017	8150	STAPLES CREDIT PLAN	Office Supplies	-68.97
05/08/2017	8151	Police & Firemen's Insurance Association	Police & Fire Insurance	-456.18
				-
				175,784.11

8:21 - At this time, Comm. Mihalko made a motion to adjourn the public meeting and go into closed session.

The motion was seconded by Comm. Kitchell and passed by the following vote:

AYES: Kitchell, Kralej, Polo, Mihalko

ABSENT: Shearer

NAYS: None

After closed session - Meeting was adjourned at 8:39.

Respectfully submitted:

*Janet Gant Hammond, Board Assistant*