

**MINUTES - REGULAR MEETING**

**May 9<sup>th</sup> 2016**

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.

(Note: This will be the new starting time for the regular Commissioner's meeting unless approved by the commissioners in advance and so advertised.)

Commissioners present: Commissioners; Jim Kitchell, M. Mihalko, J. Mihalko, Polo & Shearer

Absent: None

Also Present: Chief 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 Regional Weekly and the Daily Record and filed with the clerk of the Township of Hanover and the Clerk of this Board.

A Moment of Silence was held in honor of:

**Robert Kasiski, Sr.**

**May 2, 2016**

**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. M. Mihalko 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. Shearer that we accept the Treasurer's Report. Comm. J. Mihalko 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 - March 31, 2016

**\$62,966.60**

April checks

**(\$128,035.40)**

### Deposits for the Month of April 2016

Registration Fees		\$325.00
Township of Hanover	False Alarms - March	\$50.00
Township of Hanover	District Taxes	\$179,208.00

**Balance on Hand, April 30, 2016** **\$114,514.20**

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### **Active Assets Account #615 108684 107**

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

Balance on Hand April 30, 2016 **\$511,536.08**

#### **Provident Bank**

Balance on Hand April 30, 2016 **\$28,084.85**

Checks Submitted this Month's Meeting **\$186,014.54**

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### **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: 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.
- Office supplies were purchased from Staples.
- Batteries were purchased from Batteries Plus.

#### **Apparatus**

- CF Services replace the belts and rear brake chambers on Engine 81.
- Engine 81 had pump service and repairs at FF1.
- CF Services repaired the generator on Engine 83. Replace 2 circuit breakers.

#### **Training**

- Training for the month of April was:
  - New C-Spine procedures
  - Truck Check Review
- Training for the month of May will be:
  - 17<sup>th</sup> Solar Panels (classroom)
  - 24<sup>th</sup> Solar Panels (hands on)

- 31<sup>st</sup> we will be going to the Fire Academy for a “Class A” burn

### **Purchases**

- Most members have been fitted for new boots. I am waiting on some of the guys to come back from college. The rest of the boots were ordered and we received a partial order and they are being distributed.

### **Fire Prevention**

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

### **EMS**

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

### **Fire**

- (43) Calls were answered last month.

### **Other Matters and Announcements**

- Robert Kasiski Sr. has passed away.
- Hanover Honda has started to service our portable generators.
- The boat motors will be going out this month for service.
- The Morris county Public Safety Academy approached me regarding our old portable radios. They are in need of radios to be used by the instructors on the fire grounds for drills. They are requesting if we could possibly donate 8-10 of our old radios before they go out to auction. Please advise me if you are interested in helping them out.
- Josh and Paul are taking a 24 hour EMT refresher class that is required for their EMT recertification. This class is being held in Cedar Knolls during the daytime hours. Ian will take it at another time.
- Met Life is having their annual fitness and safety fair at their 10 Park Avenue facility on Wednesday May 11, 2016. They have asked that we participate again this year.
- Pump Testing for the Engines will take place on Friday May 13<sup>th</sup>.
- We are waiting to be scheduled for our hose testing in the upcoming month or so.
- Memorial Day services will be coming up on Monday May 30<sup>th</sup>. The schedule for the day will be announced shortly.
- We will be providing CPR/First Aid Training to the HTSACC employees on May 19<sup>th</sup> and 25<sup>th</sup>.
- Fireworks this year will be held on June 29, 2016 rain date will be June 30<sup>th</sup>. They will be held at Veteran’s Field again this year. Garden State Fireworks was awarded the bid.
- I have provided you with the service agreement from the County for the radios and dispatching services.
- There is a new member joining the Fire Company at tomorrow night’s meeting his name is Frank Tursi. He will be joining as an Associate member. There will be a personnel meeting at 7:30pm.

### **Addressing some New Business early via the Chief’s Report**

There were lots of good comments on the C-Spine training.

Chief Cortright mentioned that the Morris County Public Safety Training Facility is in need of newer radios. They are looking for 8-10 portable radios for instructors to be using on site for communication and coordination among themselves. They saw we were going to be putting ours up for auction. The Chief stated that these are of no use to us anymore as they are VHS radios. There should be no problem removing some from the auction lot.

Commissioner J. Mihalko made a motion that we donate 10 of these radios to the Training Facility. 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

The new contract to go with the County Dispatch is up. Cedar Knolls approved it on their end. The increase is \$189 for this year. It's the same contract as last year.

A motion to renew the County Contract was made 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

Chief reported that District No. 3 has invited our guys that were involved in the generator incident at the new firehouse to be recognized, along with their own men, at their Inspection Night, which is the Friday before Memorial Day. He wanted to recognize everyone and knows that our finances are low and tied up right now. Chad wanted to know if our Board was interested in doing a joint thing for the guys. Maybe get them a plaque or pins that can maybe be bought from the Joint fund.

Comm. J. Mihalko made a motion that we participate in the Inspection Night Recognition Ceremony.

The motion was seconded by Comm. Shearer and passed by the following vote;

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

ABSENT: None

NAYS: None

A suggestion was made that we duplicate the recognitions for our own gathering on Memorial Day morning get together. The Chief will say a few words to the guys and mention the ceremony that took place.

## **COMMUNICATIONS**

- Nothing at this time

## **COMMITTEE REPORTS**

**Personnel:** Nothing at this time

**Apparatus:** A few repairs were done on 81, 82, & 83. Today the A/C compressor seized up on one of the engines.

**Insurance:** Workers Comp has gone up again as is coming due.

**Dinner:** Nothing at this time.

**First Aid:** It was reported that EMS responded to 26 calls this month and 1 transport.

**Township:** George Coppola reported the following:

- By June, the Police Dept will have their next Lieutenant. We have 4 sergeants now and one will move up to Lieutenant. An outside person picked the new Chief. He is from South Brunswick and looked at ALL the qualifications before picking the right man for the job.
- The Police are NOT going to be going up to the County Dispatch.
- A new patrolman was hired so we are back up to capacity.
- There will be new lanes on Route 10 near the Quick chek and it will be nice when it's done.

**Relocation:** Nothing at this time

**FIRE COMPANY** – Nothing at this time.

## **OLD BUSINESS**

Julie questioned whether the Chief had paid back the money owed for the First Aid course. It was answered that Yes, he had and it is finished.

Julie also asked about the badges for the past Commissioners and what the status is. Comm. Shearer will look into it.

A discussion took place about watches, badges and pins and who gives out what.

Julie mentioned that the 5k race had a great turnout and was nicely done. Recommendation for next year that they get more people to help in the prep area so it wouldn't take 4 hours.

George commented that the Police dept had been trying to charge the Department \$1000 for their services. He said that would not happen next year. They got it down to \$480. George said he would rather see Overtime than to charge the coverage as a side job, which is what happened. A few people who aren't eligible for OT showed up to work so it was deemed a side job. The Chief had 2 guys out so maybe that's why the other 2 filled in. But it still shouldn't happen.

Randy said we weren't billed last year but were told we would be this year because of the other 5k in town and that they were being billed also.

George replied that the other one is a private race. Ours is sanctioned by the town. They have to pay all the fees, but we shouldn't. Next year, they will have to use the same route as ours was also. It is too much work to close off Whippany Road – you have to get the County involved. All runs will use the same route as the Fire Run.

Chief reported that Ed Makowsk's relatives have received their death benefit checks. They were inadvertently mailed directly to the recipients.

## **NEW BUSINESS**

Most of New Business was addressed in the Chief's report.

Comm. Shearer read the Resolution (attached) adopting Chapter 330, which allows the State to supply health benefits to our employees after retirement, if we don't provide them.

A motion to sign the resolution was made by Comm. M. Mihalko. It was seconded by Comm. Kitchell 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 4 members of the public in attendance.

No comments at this time.

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

ABSENT: None

NAYS: None

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	-157.99
03/08/2016	7518	Morris County Public Safety Training Acad	Equipment	
03/08/2016	7518	Witmer Associates, Inc	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	Utilities	-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
03/14/2016	eft	NJ Division of Pensions & Benefits	Pension Expense	-766.55
03/14/2016	eft	NJ Division of Pensions & Benefits	Pension Expense	-3,438.48
03/14/2016	7526	Firehouse	Membership Dues & Subscriptions	-24.95
03/15/2016	eft	Board of Fire Commissioners		-
03/15/2016	eft	Board of Fire Commissioners	Employee Payroll	16,108.41
03/16/2016	7527	Township of Hanover	Gasoline / Diesel	-234.62
03/16/2016	7528	US Bank Equipment Finance	Copy Machine lease	-255.00
03/21/2016	7529	Standard Insurance Co	Life Insurance	-1,736.50
03/21/2016	7530	SMCMUA	Utilities	-19.52
03/21/2016	7531	SMCMUA	Utilities	-96.40
03/21/2016	7532	Morristown Medical Group	Medical	-335.00
03/21/2016	7533	NJ State Assoc of Fire Districts	Membership Dues & Subscriptions	-300.00
03/21/2016	7534	PSE&G	Utilities	-579.82
03/21/2016	7535	First Priority Emergency Vehicles	Engine 83	-1,457.99
03/21/2016	7536	Lifesavers, Inc.	CPR Training Expense	-600.00
03/21/2016	7537	Batteries Plus	Batteries	-26.40
03/23/2016	7538	Fire Service Safety Testing	Ladder - Test	-875.88
03/23/2016	7539	Finish Line Car Wash	Car Washes	-72.87
03/23/2016	7540	Finish Line Car Wash	New 84	-300.00
03/30/2016	eft	Board of Fire Commissioners		-
03/30/2016	eft	Board of Fire Commissioners	Employee Payroll	17,394.70
03/30/2016	7541	Rios' Engraving	Class A Uniforms	-50.00
03/30/2016	7542	FF1 Professional Safety Services	SCBA Repair	-223.70
03/30/2016	7543	Witmer Associates, Inc	Turnout Gear	-152.98
03/30/2016	7544	Optimum	Utilities	-253.99
03/30/2016	7545	Verizon Wireless	Utilities	-152.04
03/30/2016	7546	Verizon Wireless	Utilities	-228.04
03/30/2016	7547	Home Depot Credit Services	Shop Supplies	-397.00
03/30/2016	7548	BP	Fuel Vouchers	-497.50
04/01/2016	7549	Fastenal Company	New 84	-3.88
04/01/2016	7550	Morris County Public Safety Training Acad	Training and Education	-100.00
04/01/2016	7551	Politi Auto Parts	Auto Parts	-75.45
04/01/2016	7552	Morris Cty Fire Prevention Assoc. Inc.	Membership Dues & Subscriptions	-350.00
04/01/2016	7553	Batteries Plus	Batteries	-26.40
04/01/2016	7554	Eagle Adjusting Services	New 84	-31.57
04/04/2016	7555	US Assure Insurance Services of Fla, Inc.	Insurance Premiums	-1,075.00
04/04/2016	7556	Township of Hanover	-SPLIT-	-230.43

04/04/2016	7557	Police & Firemen's Insurance Association	Police & Fire Insurance	-455.14
04/05/2016	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,657.86
04/06/2016	7558	Finish Line Car Wash	Car Washes	-7.98
04/06/2016	7559	STAPLES CREDIT PLAN	Office Supplies	-279.89
04/08/2016	eft	NJ Division of Pensions & Benefits	Pension Expense	-625.00
04/08/2016	eft	NJ Division of Pensions & Benefits	Pension Expense	-2,500.00
04/08/2016	7560	AAA Auto Wreckers	Car 202	-40.00
04/08/2016	7561	Nestle Pure Life Direct	Water	-9.99
04/08/2016	7562	J C P & L	Utilities	<u>-672.18</u>
				-
				73,290.28

Comm. M. Mihalko made a motion that we move \$4000 from our Main account into Provident bank and that we subsequently pay the Fire Company \$30,000 out of the Provident account. A motion to move this money and make the payment was made 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

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

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

ABSENT: None

NAYS: None

Meeting was adjourned at 8:04.

Respectfully submitted:

*Janet Gant Hammond, Board Assistant*