

**MINUTES - REGULAR MEETING**

**September 12, 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; M. Mihalko, Kitchell, 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.

**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: 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 - July 31, 2016	<b>\$38,618.47</b>
August Checks	(\$81,622.30)

**Deposits for the Month of August 2016**

State of New Jersey	Uniform Fire Safety Act	\$14,564.23
Township of Hanover	False Alarms	\$300.00
Suburban Propane	Permits & Fees	\$42.00
J&R Tobacco	Permits & Fees	\$42.00
Township of Hanover	District Taxes	\$179,208.00
Winston Predatory School	Permits & Fees	\$42.00
Anchor Golf center	Permits & Fees	\$84.00
Stephen Gould Group	Permits & Fees	\$84.00
Voided Check # 7610	O'Toole	\$3,832.50

**Balance on Hand, August 31, 2016**

**\$155,194.90**

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**Active Assets Account #615 108684 107**

**Morgan Stanley/Smith Barney**

Balance on Hand August 31, 2016

**\$512,423.79**

**Provident Bank**

Balance on Hand August 31, 2016

**\$2,064.85**

Checks Submitted this Month's Meeting

**\$115,199.08**

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

The following Chief's report was submitted for approval. NOTE: (There was a small correction found which will be corrected)

A motion to accept this report with the correction made was made by Comm. J. Mihalko and seconded by Comm. Kitchell. 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 Staples.
- Supplies were purchased from Home Depot.
- Supplies were purchased from Polity Auto Parts.
- Our Hurst Cutters broke at a motor vehicle crash. They have been repaired by State Line Fire Equipment.

**Apparatus**

- The power steering box on the Rescue needs to be replaced. CF Services has ordered the parts and they should be in and the truck should be repaired this week.
- Brunner's Garage replaced the exhaust system and did oil change on Unit 88.
- Brunner's Garage replaced an evaporator hose assembly on Unit 86.
- CF Services repaired a power steering leak on Engine 83.
- CF Services repaired the cab tilt pump and replaced both lift cylinders on Engine 81. Also replaced the fan clutch.

**Training**

- Training for the month of September will be:
  - 20<sup>th</sup> Walk thru at Met Life
  - 27<sup>th</sup> CPR Training
- No scheduled training for the month of August.

**Purchases**

- No purchase requests for the month.
- Purchase requests for the month of August:
  - Fire Prevention material ordered and received.

- New server ordered received and is on line.
- New gear members have been measured and order has been placed. Should be here in 6-8 weeks.

### **Fire Prevention**

- (48) Inspections / re-inspections were conducted last month. \$252.00 in permit fees was collected.

### **EMS**

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

### **Fire**

- (52) Calls were answered last month.

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### **Other Matters and Announcements**

- Yearly hose testing was completed.
- I have provided to you a Resolution along with the County Mutual Aid Agreement that we need to participate in.
- We are still working on the railcar plan. On last Friday they moved 5 more cars into town. They are being stored on the tracks by Suburban Propane. We are starting to create a plan for that area.
- On behalf of the members I would like to thank you for providing us with the breakfast and lunch for Inspection Day and the Boonton Parade. At the parade we won a 1<sup>st</sup> place trophy for marching and the color guard also won a 1<sup>st</sup> place trophy.
- The maintenance drills were well attended by the members and they all did a great job cleaning the apparatus and station.
- The gear washer is in service in Cedar Knolls. Paul is now in the process of cleaning all of the gear.
- There will be a personnel meeting tomorrow at 1930 hours. Tim Gallo will be joining as a junior member and John Bethinks will be joining as a probationary member.
- This past Saturday we participated at Hanover Township Day.
- We conducted CPR Training for Hanover Township coaches and also at Whippany Actuations. We will be conducting CPR Training at Suburban Propane tomorrow.
- We will be conducting a kitchen safety class at Whippany Park High School at the end of the month for the Home Economics classes.
- We participated at Bayer's Employee Safety Day.
- We are starting to schedule the Fire Prevention visits at the schools.
- This upcoming weekend is the convention in Wildwood. We will be following our dispatch procedures for this weekend with Cedar Knolls and Morris Plains as we have done in the past.

### **COMMUNICATIONS**

- A coupon from Rio's was received.
- Comm. Shearer noted that we published the synopsis of the audit report in the paper and it was also sent down to the Local Finance Board.

Tax Discussion: Apparently there has been some mention of the fire tax going up in Whippany. It should be noted that on a \$400,000 home, the tax increase amounts to \$10 a year, just to keep it in perspective. There is talk that with the increase, that taxpayers must be paying for the new firehouse, which is not so. Mike offered to meet with anyone who has questions or to speak to the seniors or any other group that would want to hear from him.

George Coppola commented that it's a combination of the regional tax, which is up 9%, the school taxes and the fire tax. Seniors feel that the taxes should be lower because of all the development going on – not higher.

### **COMMITTEE REPORTS**

**Personnel:** Nothing at this time

**Apparatus:** Derrick reported that almost all of the apparatus have had or will have recent repairs. Hose testing is done.

**Insurance:** Nothing at this time.

**Dinner:** Nothing at this time.

**First Aid:** It was reported that EMS responded to 43 calls this month and 1 transport.

**Township:** George asked about the County Dispatch and if we still liked it. Answer was yes. Everyone seems to like it a lot.

- George reported that he would like to take a number of people up to see the County Dispatch and show them how it works. There was a recent incident where someone did not know that help was on the way and they were being asked questions. The Chief said that the County is very receptive to comments and concerns. Someone suggested they put into place the words “We’re on the way” and then say now I am going to ask you some questions.
- Met Life is opening this week on Wednesday.
- Fundraiser for the Herman Family from town. A spaghetti supper at the Legion on Nov. 4<sup>th</sup>.
- New police officers were sworn in on Thursday and they are hiring one more new one from the Academy to bring the rolls up where they should be.
- Quick check is moving quickly. The street has to be completed before they can get a TCO.

**RELOCATION** - The new generator is there but the old one was not taken away.

**FIRE COMPANY** - Derrick made a suggestion that the food purchasing at the Company meetings not fall on just the Commissioners’ shoulders. The Board had agreed to start it up and see how it went, and also to pay for it. But Fire Company members can now be the ones organizing it. It is a joint morale booster and we will pay for it.

Julie pointed out that it was supposed to be just a snack – not a full fledged dinner. Also, that if left to the company, they would just get pizza every time.

Firefighter Cook replied that that was OK. They like pizza. He also said it is achieving the goal of getting the older and younger members together more.

## **OLD BUSINESS**

Derrick asked the Chief about a Vehicle Extrication class from Fire One. The Chief said he had met with Chief DiGiorgio and they are trying to schedule it for sometime in November.

Derrick also recommended that we take the BCOM course at the Public Safety Academy. It’s free and looks worthwhile. (See EMS monthly report – attached)

At this time, Chairman Polo presented past Chief Rebyak with his badge for service. He was congratulated by the Board.

## **NEW BUSINESS**

- The State needs a plan for the County. Derrick read a Resolution that we pass the Morris County Mutual Aid Agreement. (That Resolution and Agreement is attached).

A motion was made to sign and pass the resolution by Comm. J. 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

It is time to start looking into scheduling meetings for next year’s budget. Janet will check what dates we met with Vince last year and inform the board.

Julie asked if 3 non-members had been taken off our insurance and the Chief said yes they had.

## PUBLIC PART OF THE MEETING

There were 6 members of the public in attendance.

Firefighter Frank DeMaio made a request of the Board – that they look into keeping his life insurance on our policy due to the fact that he was a past Commissioner. He cited other past Commissioners that we had done that for – Zagursky and Minerowicz. He also said that he will pay for it himself, and that due to medical concerns, it was hard for him to get a policy on his own.

The Board will look into it.

## BILLS

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

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

ABSENT: None

NAYS: None

08/01/2016	7692	Whippany Fire Company	Other Rentals	-8,000.00
08/01/2016	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,657.86
08/08/2016	7700	J C P & L	Utilities	-90.20
08/08/2016	7701	STAPLES CREDIT PLAN	Office Supplies	-33.56
08/08/2016	7702	PSE&G	Utilities	-11.59
08/08/2016	7703	Optimum	Utilities	-362.38
08/08/2016	7704	Nestle Pure Life Direct	Water	-9.99
08/08/2016	7705	Verizon Wireless	Utilities	-152.04
08/08/2016	7706	J C P & L	Utilities	-932.64
08/08/2016	7707	Technology Insurance Company	Workers Compensation	-3,907.53
08/08/2016	7708	FF1 Professional Safety Services	Operating Materials & Supplies	-80.46
08/08/2016	7709	A & M Industrial	Meters	-263.34
08/08/2016	7710	Home Depot Credit Services	Shop Supplies	-84.49
08/08/2016	7711	Chief Supply Corp.	Operating Materials & Supplies	-38.29
08/08/2016	7712	Morris County Public Safety Training Acad	Training and Education	-500.00
08/08/2016	7713	Tasc Fire Apparatus, Inc.	Hoses	-160.50
08/08/2016	7714	FF1 Professional Safety Services	SCBA Test	-205.00
08/08/2016	7715	Township of Hanover	Gasoline	-764.06
08/08/2016	7716	Morristown Medical Group	Medical	-400.00
08/10/2016	7717	Police & Firemen's Insurance Association	Police & Fire Insurance	-455.14
08/10/2016	7718	Bloomingtondale Cornet Band	Promotion	-1,175.00
08/10/2016	7719	PSE&G	Utilities	-23.94
08/15/2016	eft	PERS	Pension Expense	-625.00
08/15/2016	eft	PFRS	Pension Expense	-2,500.00
08/15/2016	7720	Coffee Lovers	Coffee	-211.73
08/15/2016	7721	James Kitchell	Reimbursements	-210.46
08/15/2016	eft	Board of Fire Commissioners	Employee Payroll	-14,399.49
08/15/2016	7722	Fastenal Company	Operating Materials & Supplies	-43.65
08/15/2016	7723	US Bank Equipment Finance	Copy Machine lease	-255.00
08/18/2016	7724	CF Services	Repairs and maintenance	-2,988.36
08/22/2016	7725	A & M Industrial	Meters	-524.36
08/22/2016	7726	Concern	Medical	-450.00
08/22/2016	7727	Turnout - Little Falls	Career	-955.41
08/22/2016	7728	Standard Insurance Co	Life Insurance	-1,736.50
08/24/2016	7729	Brunners Garage	Repairs and maintenance	-653.44

08/24/2016	7730	Alert-all Corporation	Promotion	-1,335.00
08/24/2016	7731	Optimum	Utilities	-253.99
08/24/2016	7732	VM Associates, Inc.	Professional Services	-6,500.00
08/26/2016	7733	Verizon	Utilities	-227.92
08/26/2016	7734	Adrenaline City Racing	Operating Materials & Supplies	-185.00
08/26/2016	7735	Division of Fire Safety	Membership Dues & Subscriptions	-300.00
08/26/2016	7736	Fire Fighters Equipment Company Inc.	Operating Materials & Supplies	-4,671.00
08/30/2016	eft	Board of Fire Commissioners	Employee Payroll	-15,287.98
09/04/2016	7737	Township of Hanover	gasoline	-306.56
09/04/2016	7738	POSTMASTER	Office Supplies	-94.00
09/04/2016	7739	Optimum	Utilities	-289.64
09/04/2016	7740	J C P & L	Utilities	-90.33
09/04/2016	7741	J C P & L	Utilities	-781.30
09/04/2016	7742	Technology Insurance Company	Workers Compensation	-5,275.15
09/04/2016	7743	FF1 Professional Safety Services	Engine 83	-573.42
09/04/2016	7744	Verizon Wireless	Utilities	-152.04
09/04/2016	7745	BP	Fuel Vouchers	-728.01
09/04/2016	7746	Brian Kelly	Reimbursements	-112.36
09/04/2016	eft	NJ Division of Pensions & Benefits	Medical Benefits	-9,657.86
09/08/2016	7747	Dell	Purchase of Assets	-5,108.70
09/08/2016	7748	Lifesavers, Inc.	-SPLIT-	-313.90
09/08/2016	7749	PSE&G	Utilities	-11.59
09/08/2016	7750	STAPLES CREDIT PLAN	Office Supplies	-162.05
09/08/2016	7751	Police & Firemen's Insurance Association	Police & Fire Insurance	-455.14
09/08/2016	7752	Finish Line Car Wash	Car Washes	-7.98
09/08/2016	7753	Nestle Pure Life Direct	Water	-74.70
09/12/2016	7754	McNeil & Company	Insurance Premiums	-9,051.76
09/12/2016	7755	PSE&G	-SPLIT-	<u>-330.29</u>
				-
				115,199.08

Comm. Polo made a motion that we go back into Executive Session to discuss a personnel matter. The move was seconded by Comm. J. Mihalko and the public meeting ended at 8:00.

The Board came out of Executive Session at 8:29. At this time, Comm. J. Mihalko made a motion to adjourn the meeting. 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

Meeting was adjourned at 8:30.

Respectfully submitted: *Janet Gant Hammond, Board Assistant*