

MINUTES - REGULAR MEETING

December 9, 2019

Commissioner Ray Woytas 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.

Commissioners present: Woytas, Kraley, & Polo

Absent: Kitchell, Willans

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

AYES: Woytas, Kraley & Polo

ABSENT: Kitchell, Willans

NAYS: None

TREASURER'S REPORT

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

AYES: Woytas, Kraley & Polo

ABSENT: Kitchell, Willans

NAYS: None

Treasurer's Report - December 9, 2019

For the month of November 2019

General Checking Account #7859643244

TD Bank

Balance On Hand - October 31, 2019 **\$566,087.73**

November checks **(\$154,963.78)**

Deposits for the Month of November 2019

Gov Deals	2 vehicles	\$2,437.50
Township of Hanover	False alarms	\$250.00
Bushes Garden Center	Permits & Fees	\$55.00
Barclays Capital	Fireworks Stand-By	\$1,050.00

Balance on Hand, November 30, 2019 **\$414,916.45**

(matches Quickbooks)

CHIEF'S REPORT:

Supplies, Equipment, and Maintenance

- Supplies were purchased from Home Depot.
- Supplies were purchased from Staples.
- Supplies were purchased from Auto Zone.
- The generator at 10 Troy Hills Rd had a coolant sensor go bad. Joe Krygoski contacted Atlantic Power Systems to make repairs which were completed. I have for your review a quote for semiannual maintenance on the generator. I feel that it is necessary to enter into this agreement to ensure that the generator is being looked after.

Apparatus

- FF 1 replaced leaking seals for the Rescues light tower.
- FF 1 repaired the deck gun on Engine 83.
- CF Services replaced the alternator on Engine 83.

Training

- Training for the month of November was:
 - Live burn at the Fire Academy
- No training drills scheduled for the month of December.

Purchases

- SCBA bottles should be delivered before the end of the year.

Fire Prevention

- (30) Inspections / re-inspections were conducted last month. \$54.00 were collected in permit fees and fines.

EMS

- (49) Calls were answered last month. 0 transports.

Fire

- (44) Calls were answered last month.

Other Matters and Announcements

- Multiple Spec Reviews were completed.
- I met with representatives who are developing the old Eden Mill property.
- I met with Anthony Facchino regarding Whippany Village.
- We provided stand by services at Central Park while Barclays did a river clean up.
- We had an Engine on stand by for a helicopter landing at Veterans Field.
- No bids were received for Engine 81. The price was dropped to \$25,000 and is back on GovDeals.
- Engine 81 is now in a temporary garage in Parsippany that is owned by Parsippany Dist 1.
- Cedar Knolls FD requested Old 81 for funeral services for Tony Quaessimo. Henry Winters took care of this detail.
- As you know we had a major brush fire at the Brickyards. Multiple mutual aid agencies assisted. NJ Forest Fire estimated 9 acres burned.
- I have started to hand out clothing allowance checks to members.
- Julie Mihalko is taking care of the Christmas Party for the Company.
- Paul is still on light duty till the beginning of the year.
- Josh is still out on workers comp. He has a follow up appointment on December 20, 2019.

Chief reported that there were no purchases. By the end of the year, the new SCBA bottles should be here. The Chief went over his report:

Old 81 has had no bids. Dropped the price to \$25,000 for 2 more weeks.

Chris Foer says the used fire truck industry has tanked. If we get no bids again, we can either drop the price dramatically or donate it to a Third world country. It is being stored in Parsippany for now. We have a 6 week window and then we need to move it. It's free and heated for now.

9 acres burned at the Brickyard fire.
Paul on light duty and Josh out on Workers Comp.

Generator at 10 Troy Hills Rd. needed repair. Atlantic Power Systems did it and gave us a quote for semi-annual maintenance. You can also get a remote system that will alert you by text or email if something is not working or a repair is needed.
The cost is \$2800 for the remote system and then \$500 per year.

The ISO report is coming soon.

The new vehicle will go to Newell to be painted . It will have a black top to match.
The current truck - will get a price to get it painted the same and put it back into service. Need to fix the rust spots too.

A motion was made by Comm. Kraley that we accept the Chief's report. The motion was seconded by Comm. Polo and passed by the following vote:
AYES: Woytas, Kraley & Polo
ABSENT: Kitchell, Willans
NAYS: None

COMMUNICATIONS -

1. From the Daily Record - new price is 43 cents per line.
2. Workers Comp sent a letter stating that they acknowledge Josh Makowski's injury.

Randy Polo reported that the wording in the Resolution we passed for securing bonds has changed. It is now going to say Bond Note, instead of bond. Randy read the Resolution for the Anticipation Note. A motion was made to accept the new wording and pass the resolution. The motion was made by Comm. Polo and seconded by Comm. Kraley. It passed by the following vote:
AYES: Woytas, Kraley & Polo
ABSENT: Kitchell, Willans
NAYS: None

Randy explained that the Bond Note will be done on the 19th of December, for 5.5 million. We need 3 million to pay off Provident bank loan and 2.9 to finish the building. This includes a 10% contingency. It gets us the money but without securing the bond till July. It's enough money to get us through July. Then we'll have the flexibility to see if we need more or less.

The Minus side is that we pay interest on the note.
The Plus is that the first payment is not due until 2021 - 6 months after you buy the bonds so we can put it into our budget for that year.

The Provident loan will be paid off in another week or so.

Also, Bowman Consulting (Omland), the work that needs to go into the bid is going to cost \$16,250. It has to be done in order for Conley to finish the specs.

A motion was made to pay Bowman by Comm. Kralely. It was seconded by Comm. Polo and passed by the following vote:

AYES: Woytas, Kralely & Polo

ABSENT: Kitchell, Willans

NAYS: None

COMMITTEE REPORTS

Personnel: Paul is on light duty and Josh out on Workers Comp.

Apparatus: 83 had issues. The deck gun has been repaired. The alternator seized up. Fire Fighter One did the light tower repair. Chris Foer is starting annual maintenance.

Insurance: Workers Comp is handling Josh as far as payment to him. They are working with Paymedia. The Chief said we also have VFIS (accidents and sickness) policy that may cover the rest. Workers Comp pays 70%. VFIS can pick up some or all of the remaining 30%. THEN, the rest goes to the Board.

Dinner: Nothing at this time.

First Aid: We responded to 49 calls and 0 transports.

Relocation: There is a meeting coming up with Conley. We are going out to bid next week.

Township: Brian Cahill absent – nothing at this time.

FIRE CO: Nothing at this time.

OLD BUSINESS – Nothing at this time.

NEW BUSINESS – The Chief recommended that we re-appoint Robbie Cobane as Deputy Chief and Derrick Shearer as Assistant Chief for the year 2020.

A motion was made to approve the Chief's recommendations and reappoint both men. The motion was made by Comm. Kralely and seconded by Comm. Polo.

It was passed by the following vote:

AYES: Woytas, Kralely & Polo

ABSENT: Kitchell, Willans

NAYS: None

Mike Cowley's probation ends at the end of December.

Regarding the Generator Maintenance Contract outlined by the Chief in his report, a motion was made by Comm. Polo that we purchase the agreement at a cost of \$2800. The first year will be \$8000 and \$3500 each year after that.

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

AYES: Woytas, Kralely & Polo

ABSENT: Kitchell, Willans

NAYS: None

At this time, Treasurer Polo introduced the budget for the year 2020. The second reading of the budget will take place at our January meeting. A motion to accept the 2020 budget was made by Comm. Polo and seconded by Comm. Woytas. It passed by the following vote:

AYES: Woytas, Kralely & Polo

ABSENT: Kitchell, Willans

NAYS: None

PUBLIC PART OF THE MEETING

4 members of the public attended. Derrick Shearer said that now that the weather is 'crappy', the town should look into plowing better - especially during elections. The town needs to revisit their plowing. It was suggested that he discuss it with the township Liaison.

BILLS

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

by the following vote:

AYES: Woytas, Kraley & Polo

ABSENT: Kitchell, Willans

NAYS: None

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Split</u>	<u>Amount</u>
11/04/2019	10155	Verizon	Utilities	-243.00
11/04/2019	10156	Matthew Bender & Co.	Membership Dues & Subscriptions	-245.52
11/04/2019	10157	Verizon Wireless	Utilities	-152.04
11/04/2019	10158	Optimum 10 Troy	Utilities	-256.36
11/04/2019	10159	McNeil & Company	Insurance Premiums	-10,684.25
11/04/2019	10160	Township of Hanover	Gasoline / Diesel	-298.22
11/04/2019	10161	Richard M. Braslow, Esq	Legal	-1,080.00
11/04/2019	10162	Woytas, John R.	Wildwood	-793.00
11/04/2019	10163	Kruger, Walter	Wildwood	-793.00
11/04/2019	10164	Stat Packs	Operating Materials & Supplies	-380.06
11/04/2019	10165	CF Services	Repairs & Maintenance	-757.70
11/04/2019	10166	Lifesavers, Inc.	CPR Training Expense	-1,140.00
11/04/2019	10167	NJ Fire Equipment Co.	Purchase of Assets	-4,285.00
11/04/2019	10168	Fastenal	Operating Materials & Supplies	-112.25
11/04/2019	10169	CPR Baltimore	CPR Training Expense	-298.99
11/04/2019	10170	Robbie Conley Architects	Architectural Fees	-12,540.00
11/04/2019	10171	Emergency Reporting	Computers	-159.91
11/04/2019	10172	Nestle Pure Life Direct	Water	-164.57
11/04/2019	10173	Cobane, Rob	Fuel Vouchers	-70.00
11/04/2019	10174	Cowley, Dale	Fuel Vouchers	-30.00
11/04/2019	10175	Gallo, Matt	Fuel Vouchers	-20.00
11/04/2019	10176	Gethins, John	Fuel Vouchers	-20.00
11/04/2019	10177	Graziano, Jesse	Fuel Vouchers	-30.00
11/04/2019	10178	Kelly, Brian	Fuel Vouchers	-20.00
11/04/2019	10179	Kelly, Eric	Fuel Vouchers	-30.00
11/04/2019	10180	Kelly, Tim	Fuel Vouchers	-30.00
11/04/2019	10181	Koba, Jack	Fuel Vouchers	-30.00
11/04/2019	10182	Lori, Anthony	Fuel Vouchers	-20.00
11/04/2019	10183	Makowski, Joseph	Fuel Vouchers	-20.00
11/04/2019	10184	Mihalko, Joseph Jr.	Fuel Vouchers	-30.00
11/04/2019	10185	Pavone, Matthew	Fuel Vouchers	-20.00
11/04/2019	10186	Rung, Michael	Fuel Vouchers	-20.00
11/04/2019	10187	Shearer, Derrick	Fuel Vouchers	-50.00
11/04/2019	10188	Tursi, Frank	Fuel Vouchers	-30.00
11/04/2019	10189	Winkler, Sean	Fuel Vouchers	-10.00
11/04/2019	10190	Winters, Henry	Fuel Vouchers	-20.00
11/04/2019	10191	Wittnebert, John	Fuel Vouchers	-30.00

11/04/2019	10192	Wodynski, William	Fuel Vouchers	-10.00
11/04/2019	10193	County of Morris Treasurer	Dispatching Services	-22,529.00
11/05/2019	10194	Township of Hanover	Gasoline / Diesel	-449.60
11/05/2019	10195	PSE&G 10 Troy	Utilities	-31.33
11/05/2019	10196	McNeil & Company	Insurance Premiums	-1,059.37
11/05/2019	10197	Brunners Garage	Car 87	-1,201.55
11/11/2019	10198	STAPLES CREDIT PLAN	Office Supplies	-512.19
11/11/2019	10199	Auto Zone	Operating Materials & Supplies	-130.89
11/11/2019	10200	JCP&L 10 Troy	Utilities	-194.67
11/11/2019	10201	Amtrust North America	Insurance Premiums	-4,301.00
11/11/2019	10202	Police & Firemen's Insurance Association	Police & Fire Insurance	-506.06
11/11/2019	10203	CPR Baltimore	CPR Training Expense	-180.00
11/11/2019	10204	Wodynski, William	Reimbursements	-91.00
11/11/2019	10205	JCP&L	Utilities	-599.80
11/11/2019	10206	Joanna Harrington	Elections	-50.00
11/11/2019	10207	Cook, Jodi	Elections	-50.00
11/11/2019	10209	POSTMASTER	Office Supplies	-110.00
11/13/2019	10210	Gethins, John	Other Income	-110.00
11/13/2019	10211	Graziano, Jesse	Other Income	-110.00
11/13/2019	10212	Wittnebert, John	Other Income	-110.00
11/13/2019	10213	Shearer, Derrick	Other Income	-110.00
11/13/2019	10214	Koba, Jack	Other Income	-110.00
11/13/2019	10215	Palermo's Pizza	Promotion	-143.50
11/13/2019	10216	FF1 Firefighter One, LLC	SCBA	-2,067.88
11/13/2019	10217	Turnout Fire & Ssafety - Little Falls	Uniforms and Personal Equipment	-229.99
11/13/2019	10218	NJ Advance Media	Advertising	-52.70
11/13/2019	10219	TJ's Sportswide	Recognitions	-74.58
11/13/2019	10220	Daily Record	Advertising	-93.22
11/13/2019	10221	Alert-all Corporation	Promotion	-736.48
11/15/2019	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-12,529.31
11/15/2019	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-3,000.00
11/15/2019	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-625.00
11/15/2019	eft	Board of Fire Commissioners	Employee Payroll	-21,011.88
11/18/2019	10222	Woytas, Raymond	Wildwood	-793.00
11/18/2019	10223	PSE&G	Utilities	-68.14
11/18/2019	10224	Lifesavers, Inc.	CPR Training Expense	-293.00
11/18/2019	10225	Fire Safety USA	Hoses	-352.00
11/20/2019	10226	Standard Insurance Co	Life Insurance	-1,915.30
11/20/2019	10227	Johnny's Pizza	Promotion	-200.00
11/20/2019	10228	Hanover Sewerage Authority 10 Troy Hills	Utilities	-239.73
11/22/2019	10229	Optimum	Utilities	-280.99
11/22/2019	10230	US Bank Equipment Finance	Copy Machine lease	-255.00
11/22/2019	10231	Whippany Fire Company	Other Rentals	-18,000.00
11/26/2019	10232	Verizon	Utilities	-241.00
11/26/2019	10233	Election Graphics, Inc.	Elections	-687.50
11/26/2019	10234	Air Group	Building	-197.20
11/26/2019	10235	Dixon, William	Wildwood	-693.00
11/26/2019	10236	Eagle Auto Body	Repairs & Maintenance	-125.00

11/30/2019	eft	Board of Fire Commissioners	Employee Payroll	-22,588.05
12/02/2019	10237	Emergency Reporting	Computers	-159.91
12/02/2019	10238	Home Depot Credit Services	Shop Supplies	-35.78
12/02/2019	10239	Verizon Wireless	Utilities	-152.04
12/02/2019	10240	Optimum 10 Troy	Utilities	-256.36
12/02/2019	10241	POSTMASTER	Office Supplies	-110.00
12/02/2019	10242	Richard M. Braslow, Esq	Legal	-5,310.00
12/02/2019	10243	Air Group	Building	-3,800.00
12/02/2019	10247	Cobane, Rob	Fuel Vouchers	-70.00
12/02/2019	10248	Cowley, Dale	Fuel Vouchers	-20.00
12/02/2019	10249	Gethins, John	Fuel Vouchers	-20.00
12/02/2019	10250	Kelly, Eric	Fuel Vouchers	-20.00
12/02/2019	10251	Lori, Anthony	Fuel Vouchers	-20.00
12/02/2019	10252	Pavone, Matthew	Fuel Vouchers	-20.00
12/02/2019	10253	Shearer, Derrick	Fuel Vouchers	-50.00
12/02/2019	10254	Wittnebert, John	Fuel Vouchers	-20.00
12/02/2019	10255	Wodynski, William	Fuel Vouchers	-20.00
12/02/2019	10256	Barz, Ronald	Reimbursement for Expenses/Loss	-737.00
12/02/2019	10257	Cobane, Rob	Reimbursement for Expenses/Loss	-1,100.00
12/02/2019	10258	Cobane, Thomas	Reimbursement for Expenses/Loss	-893.00
12/02/2019	10259	Cook, Michael	Reimbursement for Expenses/Loss	-758.00
12/02/2019	10260	Cowley, Dale	Reimbursement for Expenses/Loss	-950.00
12/02/2019	10261	Gallo, Matt	Reimbursement for Expenses/Loss	-698.00
12/02/2019	10262	Gethins, John	Reimbursement for Expenses/Loss	-1,000.00
12/02/2019	10263	Graziano, Jesse	Reimbursement for Expenses/Loss	-1,000.00
12/02/2019	10264	Hansch, Henry	Reimbursement for Expenses/Loss	-717.00
12/02/2019	10265	Heizmann, Pauline	Reimbursement for Expenses/Loss	-628.00
12/02/2019	10266	Johnston, Robert	Reimbursement for Expenses/Loss	-672.00
12/02/2019	10267	Jubinski, Ken	Reimbursement for Expenses/Loss	-919.00
12/02/2019	10268	Kelly, Brian	Reimbursement for Expenses/Loss	-1,124.00
12/02/2019	10269	Kelly, Eric	Reimbursement for Expenses/Loss	-1,000.00
12/02/2019	10270	Kelly, Tim	Reimbursement for Expenses/Loss	-1,000.00
12/02/2019	10271	Koba, Jack	Reimbursement for Expenses/Loss	-1,000.00
12/02/2019	10272	Lori, Anthony	Reimbursement for Expenses/Loss	-900.00
12/02/2019	10273	Makowski, Joseph	Reimbursement for Expenses/Loss	-900.00
12/02/2019	10274	Mihalko, Joseph Jr.	Reimbursement for Expenses/Loss	-1,008.00
12/02/2019	10275	Pavone, Matthew	Reimbursement for Expenses/Loss	-636.00
12/02/2019	10276	Rung, Michael	Reimbursement for Expenses/Loss	-1,000.00
12/02/2019	10277	Shearer, Derrick	Reimbursement for Expenses/Loss	-1,100.00
12/02/2019	10278	Tursi, Frank	Reimbursement for Expenses/Loss	-794.00
12/02/2019	10279	Willans, Steve	Reimbursement for Expenses/Loss	-598.00
12/02/2019	10280	Winters, Henry	Reimbursement for Expenses/Loss	-625.00
12/02/2019	10281	Wittnebert, John	Reimbursement for Expenses/Loss	-1,000.00
12/02/2019	10282	Wodynski, William	Reimbursement for Expenses/Loss	-1,050.00
12/02/2019	10283	Woytas, Raymond	Reimbursement for Expenses/Loss	-597.00
12/02/2019	10284	Woytas, Tyler	Reimbursement for Expenses/Loss	-638.00
12/02/2019	10285	Ziccarello, Ricky	Reimbursement for Expenses/Loss	-883.00
12/02/2019	10286	Woytas, Raymond	Stipend	-2,600.00
12/02/2019	10287	Polo, Randy	Stipend	-2,600.00

12/02/2019	10288	Kitchell, James	Stipend	-2,600.00
12/02/2019	10289	Kraley, James	Stipend	-2,000.00
12/02/2019	10290	Willans, Steve	Stipend	-2,000.00
12/02/2019	10291	Cobane, Rob	Deputy Chief	-600.00
12/02/2019	10292	Shearer, Derrick	Assistant Chief	-600.00
12/05/2019	10293	Cortright, Joseph	Reimbursements	-309.44
12/05/2019	10294	Firehouse	Membership Dues & Subscriptions	-29.95
12/05/2019	10295	Nestle Pure Life Direct	Water	-27.57
12/09/2019	10296	JCP&L 10 Troy	Utilities	-261.45
12/09/2019	10297	STAPLES CREDIT PLAN	Office Supplies	-305.02
12/09/2019	10298	PSE&G 10 Troy	Utilities	-586.62
12/09/2019	10299	Auto Zone	Operating Materials & Supplies	-29.97
12/09/2019	10300	JCP&L	Utilities	-568.34
12/09/2019	10301	Township of Hanover	Gasoline / Diesel	-873.43
12/09/2019	10302	R&J Control, Inc.	Generator	-324.14
12/09/2019	10303	Lifesavers, Inc.	CPR Training Expense	-260.00
12/09/2019	10304	Police & Firemen's Insurance Association	Police & Fire Insurance	-508.30
12/09/2019	10305	Whippany Fire Company	Other Rentals	-900.00
12/09/2019	10306	FF1 Firefighter One, LLC	Operating Materials & Supplies	-1,790.48
12/09/2019	10307	Morristown Lumber	Operating Materials & Supplies	-309.84
12/09/2019	10308	CF Services	Repairs & Maintenance	-3,663.26
				-
				214,720.68

8:05 - At this time, Comm. Kraley made a motion to go into Private Session to discuss Personnel and the upcoming contracts. The motion was seconded by Comm. Polo and passed by the following vote:

AYES: Woytas, Kraley & Polo

ABSENT: Kitchell, Willans

NAYS: None

At **8:25** the Board came out of private session.

Comm. Woytas made a motion to adjourn the meeting. Comm. Kraley seconded the motion and it passed unanimously. Meeting was adjourned at 8:30

Respectfully submitted:

Janet Gant Hammond, Board Assistant