

MINUTES - REGULAR MEETING & REORGANIZATION

June 10, 2019

Commissioner Ray Woytas called the meeting to order on the above mentioned date at 7:38 pm, at the Fire Commissioner's office at 434 Route 10, Whippany, NJ.

Commissioners present: Woytas, Polo, & Willans

Absent: Kralej, Kitchell

Also present: Chief Joseph Cortright, Township Liaison Brian Cahill

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. Willans and it was carried by the following vote:

AYES: Woytas, Polo & Willans

ABSENT: Kralej, Kitchell

NAYS: None

TREASURER'S REPORT

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

AYES: Woytas, Polo & Willans

ABSENT: Kralej, Kitchell

NAYS: None

General Checking Account #7859643244

TD Bank

Balance On Hand - April 30, 2019	\$344,790.73
May Checks	(\$81,152.29)

Deposits for the Month of May 2019

Sharon's Studio of Dance	Permits & Fees	\$54.00
A Party Pleasing rental	Permits & Fees	\$54.00
A Party Pleasing rental	Permits & Fees	\$54.00
Township of Hanover	April false alarms	\$50.00
State of NJ Uniform Fire Safety Act	3rd qtr rebate	\$12,287.29
Winston Prep School	Permits & Fees	\$54.00
Tiffany Customer Fulfillment	Permits & Fees	\$54.00
Registration Fees		\$250.00

<u>Balance on Hand, May 31, 2019</u>	<u>\$276,495.73</u>
<u>(matches Quickbooks)</u>	

CHIEF'S / FIRE OFFICIAL REPORT and COMMENTS

The following Chief's report was submitted.

Supplies, Equipment, and Maintenance

- Supplies were purchased from Home Depot.
- Supplies were purchased from Staples.
- Two Thermal Imaging Cameras were sent to MSA for repairs. They have been repaired and shipped back to us. We should have them by the end of the week.

Apparatus

- New Engine 81 is in production. We have started to receive weekly updates.

Training

- Training for the month of June will be:
 - 18th Extrication
 - 25th Water Rescue
- Training for the month of May was:
 - 21st Hose line advancement
 - 28th Bailout System Review

Purchases

- No purchase requests for the month.

Fire Prevention

- (53) Inspections / re-inspections were conducted last month. \$1,519.00 were collected in permit fees and fines.

EMS

- (51) Calls were answered last month. 1 transport.

Fire

- (31) Calls were answered last month.

Other Matters and Announcements

- Multiple Spec Reviews were completed.
- Two plan reviews were completed.
- Peter Abbandonzo and Andrew Griffin have both submitted resignation letters to the fire company.
- Hose testing is scheduled for June 19th.
- There are 10 kids signed up for the Public Safety Academy this July. It runs from July 8-19 at the Recreation Center 9am-3pm. If you are around and want to stop by, please do so.
- Tomorrow June 11th we have been asked to do a CPR demonstration at Bayer.
- Tomorrow June 11th is the After the Fire program at Whippany Park. Please feel free to stop by and see the program please do so.
- We assisted with training 25 high school seniors in CPR.
- We participated in Confined Space Training with Cedar Knolls and HTDPW.
- There will be a Confined Space Training drill at the new station on June 17th. The purpose is to clean out two inspection manholes on the front apron as requested by HSA. Once this is completed I was told they will pull the plug on the sewerage system for us. This will be a daytime drill.
- We responded mutual aid to East Hanover last month.
- Friday June 14th the Fire Academy will be having a graduation ceremony at the HT Rec Center for the FF1 and FF2 recruits for this year. Jack Koba and John Wittnebert will be graduating FF1.

- Upcoming events in town:
 - June 17th Flag Retirement Ceremony
 - July 1st Fireworks display rain date July 2nd.
 - July 8th-19th

Chief Cortright went over his report with the Board.
No purchases requested this month.

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

COMMUNICATIONS -

1. Attorney Braslow sent over a resolution regarding the special election needed to move forward with the building of the Firehouse. The closing next door is imminent. We need 55 day notice before the vote. Comm. Polo stated that 61 days from tonight would be August 10th. That date was filled in and the resolution was read.

A motion to accept and sign the Resolution was made by Comm. Polo. It was seconded by Comm. Willans and passed by the following vote:

AYES: Woytas, Polo & Willans
 ABSENT: Kraley, Kitchell
 NAYS: None

The resolution was signed and copies will be sent to the newspaper and to Ann Grossi at the County.

COMMITTEE REPORTS

- Personnel:** The Career Staff shifts will be discussed in a closed session after this meeting.
- Apparatus:** Pictures of the new engine being built are being kept in a notebook and the latest entries were added. The Chief is looking at a mural soon.
- Insurance:** The new Workers Comp has started. We will be scheduling an audit with them soon.
- Dinner:** Nothing at this time.
- First Aid:** We responded to 51 calls and 1 transport.
- Township:** Brian Cahill – It was a good meeting last week. All is moving forward..
- FIRE CO:** Nothing at this time.

Relocation: A Resolution to hold the Special Election on 8-10 was read aloud and was signed by all Board members present. Now that the resolution has passed to hold a special election on August 10th, attorney Braslow would like us to hold a Question and Answer session for the taxpayers to field questions from the public. That will be held on August 7th – Wednesday.

Brian Cahill suggested we write an article for the paper also. Jim Lent will publish it under his name if we care to submit one. We could outline what's happening and mention the town meeting in the article. We can also put a notice on our website and our Facebook page.
 At the meeting, it may help to have a visual to show the public how much the Commissioners and company have already contributed.

OLD BUSINESS – Nothing at this time.

NEW BUSINESS – Nothing at this time – See relocation

PUBLIC PART OF THE MEETING

6 members of the public attended. No comments were made.

BILLS

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

AYES: Woytas, Polo & Willans

ABSENT: Kraley, Kitchell

NAYS: None

05/02/2019	9802	Wegman's	Operating Materials & Supplies	-37.72
05/02/2019	9803	Safeguard Business Systems	Office Supplies	-218.31
05/02/2019	9804	Emergency Reporting	Computers	-159.91
05/02/2019	9805	CF Services	Engine 83	-237.50
05/02/2019	9807	Fire Fighters Equipment Company Inc.	Recognitions	-1,530.00
05/02/2019	9808	Cobane, Rob	Fuel Vouchers	-70.00
05/02/2019	9809	Cobane, Robert	Fuel Vouchers	-20.00
05/02/2019	9810	Cowley, Dale	Fuel Vouchers	-20.00
05/02/2019	9811	Gethins, John	Fuel Vouchers	-30.00
05/02/2019	9812	Graziano, Jesse	Fuel Vouchers	-30.00
05/02/2019	9813	Jubinski, Ken	Fuel Vouchers	-10.00
05/02/2019	9814	Kelly, Brian	Fuel Vouchers	-20.00
05/02/2019	9815	Kelly, Eric	Fuel Vouchers	-30.00
05/02/2019	9816	Kelly, Tim	Fuel Vouchers	-30.00
05/02/2019	9817	Koba, Jack	Fuel Vouchers	-20.00
05/02/2019	9818	Lori, Anthony	Fuel Vouchers	-20.00
05/02/2019	9819	Makowski, Joseph	Fuel Vouchers	-20.00
05/02/2019	9820	Mihalko, Joseph Jr.	Fuel Vouchers	-30.00
05/02/2019	9821	Rung, Michael	Fuel Vouchers	-30.00
05/02/2019	9822	Shearer, Derrick	Fuel Vouchers	-70.00
05/02/2019	9823	Tursi, Frank	Fuel Vouchers	-30.00
05/02/2019	9824	Wittnebert, John	Fuel Vouchers	-20.00
05/02/2019	9825	Wodynski, William	Fuel Vouchers	-30.00
05/02/2019	9826	Ziccarello, Ricky	Fuel Vouchers	-20.00
05/02/2019	9827	McNeil & Company	Insurance Premiums	10,604.00
05/06/2019	9828	JCP&L Fieldstone	Utilities	-24.00
05/06/2019	9829	Technology Insurance Company	Workers Compensation	0.00
05/06/2019	9830	JCP&L	Utilities	-591.46
05/06/2019	9831	JCP&L 10 Troy	Utilities	-229.80
05/06/2019	9832	Richard M. Braslow, Esq	Legal	-1,440.00
05/06/2019	9833	Optimum 10 Troy	Utilities	-255.26
05/06/2019	9834	STAPLES CREDIT PLAN	Office Supplies	-37.02
05/06/2019	9835	PSE&G 10 Troy	Utilities	-184.73
05/06/2019	9836	GRAINGER	Shop Supplies	-180.50
05/09/2019	9837	FIS On Site Services, LLC	Engine 83	-2,568.69
05/09/2019	9838	Witmer Associates, Inc	Operating Materials & Supplies	-545.35
05/09/2019	9839	Police & Firemen's Insurance Association	Police & Fire Insurance	-552.65

05/09/2019	9840	Amtrust North America	Insurance Premiums	-6,569.00
05/09/2019	9841	WEX Fleet Universal	Gasoline	-82.54
05/13/2019	9842	PSE&G	Utilities	-553.98
05/13/2019	9843	New Breed Fitness, LLC	Training and Education	-360.00
05/15/2019	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-9,879.96
05/15/2019	eft	Board of Fire Commissioners	Employee Payroll	17,841.21
05/15/2019	9844	Palermo's Pizza	Promotion	-152.85
05/15/2019	9845	Morristown Medical Group	Medical	-355.00
05/21/2019	9846	US Bank Equipment Finance	Copy Machine lease	-255.00
05/21/2019	9847	Cortright, Joseph	Reimbursements	-11.78
05/21/2019	9848	Standard Insurance Co	Life Insurance	-1,915.30
05/22/2019	eft	NJ Division of Pension & Benefits- Pension	Pension Expense	-3,000.00
05/23/2019	eft	NJ Division of Pension & Benefits- Pension	Pension Expense	-625.00
05/28/2019	9849	Township of Hanover	Gasoline / Diesel	-367.23
05/28/2019	9850	Optimum	Utilities	-279.40
05/31/2019	eft	Board of Fire Commissioners	Employee Payroll	18,957.14
06/03/2019	9851	Optimum 10 Troy	Utilities	-255.26
06/03/2019	9852	Turnout Fire & Ssafety - Little Falls	Uniforms and Personal Equipment	-1,180.89
06/03/2019	9853	Verizon	Utilities	-238.48
06/03/2019	9854	Home Depot Credit Services	Shop Supplies	-173.75
06/03/2019	9855	Verizon Wireless	Utilities	-152.04
06/03/2019	9856	Emergency Reporting	Computers	-159.91
06/03/2019	9857	Cobane, Rob	Fuel Vouchers	-70.00
06/03/2019	9858	Cowley, Dale	Fuel Vouchers	-20.00
06/03/2019	9859	Gethins, John	Fuel Vouchers	-20.00
06/03/2019	9860	Graziano, Jesse	Fuel Vouchers	-30.00
06/03/2019	9861	Kelly, Eric	Fuel Vouchers	-30.00
06/03/2019	9862	Kelly, Tim	Fuel Vouchers	-30.00
06/03/2019	9863	Koba, Jack	Fuel Vouchers	-20.00
06/03/2019	9864	Lori, Anthony	Fuel Vouchers	-20.00
06/03/2019	9865	Makowski, Joseph	Fuel Vouchers	-20.00
06/03/2019	9866	Mihalko, Joseph Jr.	Fuel Vouchers	-20.00
06/03/2019	9867	Rung, Michael	Fuel Vouchers	-20.00
06/03/2019	9868	Shearer, Derrick	Fuel Vouchers	-70.00
06/03/2019	9869	Tursi, Frank	Fuel Vouchers	-20.00
06/03/2019	9870	Wittnebert, John	Fuel Vouchers	-20.00
06/03/2019	9871	Wodynski, William	Fuel Vouchers	-30.00
06/03/2019	9872	Woytas, Tyler	Fuel Vouchers	-20.00
06/03/2019	9873	Ziccarello, Ricky	Fuel Vouchers	-20.00
06/03/2019	9874	Paul Perrello	Reimbursements	-52.37
06/10/2019	9875	JCP&L 10 Troy	Utilities	-171.03
06/10/2019	9876	PSE&G 10 Troy	Utilities	-68.90
06/10/2019	9877	JCP&L	Utilities	-701.40
06/10/2019	9878	WEX Fleet Universal	Gasoline	-174.63
06/10/2019	9879	Nestle Pure Life Direct	Water	-98.85
06/10/2019	9880	STAPLES CREDIT PLAN	Office Supplies	-342.08
06/10/2019	9881	Auto Zone	Operating Materials & Supplies	-16.47
06/10/2019	9882	Finish Line Car Wash	Car Washes	-36.12

06/10/2019	9883	Police & Firemen's Insurance Association	Police & Fire Insurance	-552.65
06/10/2019	9884	Township of Hanover	Sdiesel	-259.10
06/10/2019	9885	Witmer Associates, Inc	Uniforms and Personal Equipment	<u>-319.00</u>
				-
				86,585.22

8:07 - At this time, Comm. Polo made a motion to go into closed session to discuss the Career Staff shifts. The motion was seconded by Comm. Willans and passed by the following vote:

AYES: Woytas, Polo & Willans

ABSENT: Kraley, Kitchell

NAYS: None

At 8:30 – the Board came out of closed session.

A motion was made by Comm. Woytas to adjourn the meeting. It was seconded by Comm. Polo and passed unanimously.

Meeting was adjourned at 8:35.

Respectfully submitted:

Janet Gant Hammond, Board Assistant