

MINUTES - REGULAR MEETING

September 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, Kitchell, Polo, Kraley & Willans

Absent: None

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. Kitchell and it was carried by the following vote:

AYES: Woytas, Kitchell, Kraley, Polo & Willans

ABSENT: None

NAYS: None

TREASURER'S REPORT

Randy reported that he let the current CD roll over one more time as the other one is coming due on December 7th. The Chief said he wouldn't need the funds till around then for the new vehicles as they are not readily available yet.

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

AYES: Woytas, Kitchell, Kraley, Polo & Willans

ABSENT: None

NAYS: None

General Checking Account #7859643244

TD Bank

Balance On Hand - July 31, 2019 **\$350,542.16**

August Checks (\$99,901.20)

Deposits for the Month of August 2019

Jewish community Housing Corp	Penalty	\$500.00
J&R Tobacco	Permits & Fees	\$54.00
Township of Hanover	District Taxes	\$259,299.00
Township of Hanover	Other Income	\$2,197.00
Town ship of Hanover	Other Income	\$5,000.00
Township of Hanover	Other Income	\$2,516.67

Registration fees

\$50.00

Balance on Hand, August 31, 2019

\$520,257.63

(matches Quickbooks)

Checks Submitted this Month's Meeting

\$138,894.87

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.
- Supplies were purchased from Auto Zone.
- Supplies were purchased from Fastenal.

Apparatus

- All equipment and lettering have been removed from Units 86 and 88 and are ready to be put up on GovDeals.

Training

- No training drills in the month of August.
- Training for the month of September will be:
 - 17th Elevator Emergency
 - 24th TBD

Purchases

- No purchase requests for the month.
- Equipment has been ordered for the new engine.

Fire Prevention

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

EMS

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

Fire

- (47) Calls were answered last month.

Other Matters and Announcements

- Multiple Spec Reviews were completed.
- I completed 4 plan reviews.
- We responded Mutual Aid into Parsippany Dist. 5
- On behalf of the officers and members I would like to thank you for the band and food for Inspection Day and the Boonton Parade.
- We received 2 first place trophies and our band received a first and second place.
- The members did a great job cleaning the apparatus for Inspection Day and the Parade.
- Paul and I went to Fire and Safety and went over the mounting of the equipment on the new engine.
- We have been requested to provide lighting at the high school home football games again this year.
- This past weekend we participated at Hanover Township Day and provided coverage for Cedar Knolls while they had their 100th Anniversary celebration.
- Matt Gallo and John Wittnebert have requested to take an EMT class.

- Once again this year we will be doing a triple dispatch with Cedar Knolls and Morris Plains over Wildwood weekend.
- Upcoming events:
 - Delivery of the new engine.
 - November 9th Family Fun Day at the Rec. Center (Helicopter Landing)
 - Flu Shots October 8th.

The Chief said he has ordered the radios and other new equipment so it is ready to go onto the new truck when it arrives.

He also said that Tim Kelly is taking a Swiftwater class.

Chief is meeting with Barclay's this week.

The 2 Durangos have been fixed up and ready for sale. The lettering and lights have been removed and they are now civilian vehicles. They are off of our insurance also. Gov Deals bids are starting at around \$250. Neither is drive-able.

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

AYES: Woytas, Kitchell, Kralej, Polo & Willans

ABSENT: None

NAYS: None

COMMUNICATIONS -

1. A Resolution to make an Application to the Local Finance Board seeking a positive finding on our request to have the MCIA (Morris County Improvement Authority) issue our bond. The Resolution is attached.
2. A Resolution was read authorizing the sale of the 2 Durangos on Govdeals. (attached)
3. A notification from Local 106 through Paul Perrello was received indicating their intent to enter into contract negotiations with the Board. (attached)

A motion was made to accept and sign both Resolutions; approve the starting bids for the Durangos at \$250 per vehicle and list it for 2 weeks. The motion was made by Comm. Kitchell and seconded by Comm. Kralej. It passed by the following vote:

AYES: Woytas, Kitchell, Kralej, Polo & Willans

ABSENT: None

NAYS: None

COMMITTEE REPORTS

Personnel: We need to set a date to start negotiations with the Career Staff re: their new contract.

Apparatus: Chief reported on the new truck. It is at Fire & Safety in Plainfield. They are mounting equipment now. That is all included in the price. It should be here by the end of the month. When the new engine is in, we can put new old 81 at the sewer plant.

Insurance: Nothing at this time

Dinner: Nothing at this time.

First Aid: We responded to 51 calls and 1 transport.

Relocation: Fred Brunner said that Wednesday, he, Randy, the township attorney, Braslow, Matt & Jennifer will be going to Trenton. The town nicely expedited their approval of this, so we were able to get on the Local Finance Board's agenda. We will be all set with the Resolution we just passed. Ray signed the new contract with Conley. We paid him the last 2 bills and he said they're almost ready for the bid process.

Fred also said that Richard Braslow said it was unwise to start the paving or any change of monies just yet between the 2 entities.

Derrick Shearer asked if it matters that the company hasn't signed the agreement yet. Randy answered that it's almost ready. Braslow made a few adjustments. Everything should be ready to go forward unless the membership votes it down, which they think is very unlikely.

Township: A big thank you to Mr. Cahill and the Township Committee for expediting everything they did. Brian reported that on August 29th the town introduced their Resolution and they will memorandize it Thursday.

FIRE CO: Nothing at this time.

OLD BUSINESS – We need to start working on next year's budget. Randy will talk to Bill Schroeder and see if he wants us to meet first ahead of time.

NEW BUSINESS –

Gallo & Wittnebert are requesting to take the EMT / First Aid class. The rules state that if they are members in good standing and meet their percentages, we will pay for it. We won't need a motion as it is already written that way. The Chief stated that the Board agrees that we pay if they pass. If they quit or fail, they owe us the money and will have to reimburse the Board. It's \$1100 and books for each person. It takes 220 hours.

Congratulations on the Labor Day Inspection and parades. The Company took 2 trophies and the band took 2 also. The band wants to be our band next year too.

Randy said he and Ray will meet with Paul soon – either at our pre-meeting or another time.

PUBLIC PART OF THE MEETING

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

BILLS

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

AYES: Woytas, Kitchell, Kralej, Polo & Willans

ABSENT: None

NAYS: None

08/08/2019	9972	WEX Fleet Universal	Gasoline	-66.66
08/08/2019	9977	Wegman's	Operating Materials & Supplies	-90.66
08/08/2019	9978	New Breed Fitness, LLC	Training and Education	-580.00
08/08/2019	9979	Daily Record	Advertising	-49.62
08/08/2019	9980	A C & R, Inc.	Repairs & Maintenance	-148.45
08/08/2019	9981	Fire Fighters Equipment Company Inc.	Equipment	-285.75
08/08/2019	9982	Morristown Medical Group	Medical	-465.00
08/08/2019	9983	Paul Perrello	Travel Expenses	-40.33
08/08/2019	9984	Cobane, Rob	Fuel Vouchers	-70.00
08/08/2019	9985	Cowley, Dale	Fuel Vouchers	-20.00
08/08/2019	9986	Gethins, John	Fuel Vouchers	-30.00
08/08/2019	9987	Graziano, Jesse	Fuel Vouchers	-30.00
08/08/2019	9988	Kelly, Brian	Fuel Vouchers	-20.00
08/08/2019	9989	Kelly, Eric	Fuel Vouchers	-30.00

08/08/2019	9990	Kelly, Tim	Fuel Vouchers	-30.00
08/08/2019	9991	Koba, Jack	Fuel Vouchers	-30.00
08/08/2019	9992	Lori, Anthony	Fuel Vouchers	-20.00
08/08/2019	9993	Makowski, Joseph	Fuel Vouchers	-20.00
08/08/2019	9994	Rung, Michael	Fuel Vouchers	-20.00
08/08/2019	9995	Shearer, Derrick	Fuel Vouchers	-70.00
08/08/2019	9996	Tursi, Frank	Fuel Vouchers	-20.00
08/08/2019	9997	Willans, Steve	Fuel Vouchers	-20.00
08/08/2019	9998	Wittnebert, John	Fuel Vouchers	-30.00
08/08/2019	9999	Wodynski, William	Fuel Vouchers	-20.00
08/08/2019	10000	All Jersey Garage Doors	Building Maintenance	-170.00
08/12/2019	10001	Police & Firemen's Insurance Association	Police & Fire Insurance	-506.06
08/12/2019	10002	STAPLES CREDIT PLAN	Office Supplies	-339.82
08/12/2019	10003	Amtrust North America	Insurance Premiums	-4,321.00
08/12/2019	10004	Witmer Associates, Inc	Uniforms and Personal Equipment	-494.98
08/12/2019	10005	Auto Zone	Operating Materials & Supplies	-94.90
08/12/2019	10006	Whippany Diner	Elections	-46.64
08/14/2019	10007	JCP&L 10 Troy	Utilities	-193.45
08/14/2019	10008	PSE&G 10 Troy	Utilities	-15.46
08/14/2019	10009	Hanover Sewerage Authority	Utilities	-7.13
08/14/2019	10010	Finish Line Car Wash	Car Washes	-9.03
08/14/2019	10011	Metro Flag	Operating Materials & Supplies	-150.00
08/14/2019	10012	NJ Fire Equipment Co.	Purchase of Assets	-299.50
08/14/2019	10013	Fire and Safety Services, LTD	Purchase of Assets	-7,934.00
08/14/2019	10014	JCP&L	Utilities	-932.41
08/14/2019	10015	Eagle Auto Body	#86	-65.00
08/14/2019	10016	Palermos Pizza	Promotion	-152.86
08/15/2019	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-12,358.14
08/15/2019	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-3,000.00
08/15/2019	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-700.00
08/15/2019	eft	Board of Fire Commissioners	Employee Payroll	-21,430.93
08/20/2019	10017	Witmer Associates, Inc	Purchase of Assets	-7,203.00
08/20/2019	10018	PSE&G	Utilities	-47.67
08/20/2019	10019	Township of Hanover	Gasoline	-553.62
08/20/2019	10020	US Bank Equipment Finance	Copy Machine lease	-255.00
08/20/2019	10021	Division of Fire Safety	Membership Dues & Subscriptions	-210.00
08/26/2019	10022	Fire and Safety Services, LTD	Operating Materials & Supplies	-12,757.28
08/26/2019	10023	CF Services	Repairs & Maintenance	-1,056.96
08/26/2019	10024	Lifesavers, Inc.	CPR Training Expense	-34.72
08/26/2019	10025	Optimum	Utilities	-280.83
08/26/2019	10026	CDW Government	Operating Materials & Supplies	-94.85
08/26/2019	10027	GRAINGER	Shop Supplies	-108.00
08/26/2019	10028	Witmer Associates, Inc	Equipment	-76.58
08/26/2019	10029	POSTMASTER	Office Supplies	-110.00
08/31/2019	10030	Sharpshooter Band of Northern New Jersey	Promotion	-1,250.00
08/31/2019	eft	Board of Fire Commissioners	Employee Payroll	-20,434.91
09/03/2019	10031	FF1 Firefighter One, LLC	Operating Materials & Supplies	-292.00
09/03/2019	10032	Richard M. Braslow, Esq	Legal	-4,080.00

09/03/2019	10033	Home Depot Credit Services	Shop Supplies	-174.03
09/03/2019	10034	Verizon	Utilities	-240.68
09/03/2019	10035	Township of Hanover	Gasoline	-482.96
09/03/2019	10036	Verizon Wireless	Utilities	-152.04
09/03/2019	10037	Wegman's	Operating Materials & Supplies	-760.76
09/03/2019	10038	Eagle Auto Body	#86	-86.46
09/03/2019	10039	Whippany Fire Company	Other Rentals	-9,000.00
09/03/2019	10040	Fastenal	Operating Materials & Supplies	-46.66
09/03/2019	10041	Emergency Reporting	Computers	-159.91
09/03/2019	10042	McNeil & Company	Insurance Premiums	-50.23
09/03/2019	10043	Optimum 10 Troy	Utilities	-256.26
09/03/2019	10044	Cobane, Rob	Fuel Vouchers	-70.00
09/03/2019	10045	Cowley, Dale	Fuel Vouchers	-30.00
09/03/2019	10046	Gallo, Matt	Fuel Vouchers	-30.00
09/03/2019	10047	Gethins, John	Fuel Vouchers	-30.00
09/03/2019	10048	Graziano, Jesse	Fuel Vouchers	-30.00
09/03/2019	10049	Johnston, Robert	Fuel Vouchers	-20.00
09/03/2019	10050	Kelly, Eric	Fuel Vouchers	-20.00
09/03/2019	10051	Kelly, Tim	Fuel Vouchers	-30.00
09/03/2019	10052	Koba, Jack	Fuel Vouchers	-30.00
09/03/2019	10053	Lori, Anthony	Fuel Vouchers	-20.00
09/03/2019	10054	Makowski, Joseph	Fuel Vouchers	-20.00
09/03/2019	10055	Pavone, Matthew	Fuel Vouchers	-30.00
09/03/2019	10056	Rung, Michael	Fuel Vouchers	-30.00
09/03/2019	10057	Shearer, Derrick	Fuel Vouchers	-50.00
09/03/2019	10058	Tursi, Frank	Fuel Vouchers	-10.00
09/03/2019	10059	Wittnebert, John	Fuel Vouchers	-30.00
09/03/2019	10060	Wodynski, William	Fuel Vouchers	-20.00
09/07/2019	10061	STAPLES CREDIT PLAN	Office Supplies	-381.71
09/07/2019	10062	PSE&G 10 Troy	Utilities	-15.46
09/07/2019	10063	Police & Firemen's Insurance Association	Police & Fire Insurance	-506.06
09/07/2019	10064	CPR Baltimore	CPR Training Expense	-290.00
09/07/2019	10065	Witmer Associates, Inc	Equipment	-440.00
09/07/2019	10066	Turnout Fire & Ssafety - Little Falls	Uniforms and Personal Equipment	-71.99
09/07/2019	10067	Robbie Conley Architects	Architectural Invoices	-16,600.00
09/09/2019	10068	Amtrust North America	Insurance Premiums	-4,301.00
09/09/2019	10069	Auto Zone	Operating Materials & Supplies	-65.46
09/09/2019	10070	Kelly, Brian	Fuel Vouchers	-20.00
09/09/2019	10071	Ziccarello, Ricky	Fuel Vouchers	-20.00
				-
				138,894.87

At this time, Comm. Kraley made a motion to adjourn the meeting. The motion was seconded by Comm. Kitchell and passed by the following vote:

AYES: Woytas, Kitchell, Polo, Kraley & Willans

ABSENT: None

NAYS: None

Meeting was adjourned at 8:00.

Respectfully submitted: *Janet Gant Hammond, Board Assistant*