

**MINUTES - REGULAR MEETING**

**January 10, 2022**

Commissioner Ray Woytas called the meeting to order on the above mentioned date at 7:30 pm, at 10 Troy Hills Road, Whippany, NJ - in the Bays

Commissioners present: Kitchell, Gethins, Woytas, & Willans

Absent: Cobane

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.

At this time a moment of Silence was held for fellow firefighter

**RONALD BARZ**

**MINUTES OF THE LAST MEETING**

The Chairman called for the acceptance of the regular minutes from last month. Comm. Kitchell made a motion to accept the minutes. The move was seconded by Comm. Willans and it was carried by the following vote:

AYES: Kitchell, Woytas, Gethins & Willans

ABSENT: Cobane

NAYS: None

**TREASURER'S REPORT**

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

AYES: Kitchell, Gethins, Woytas & Willans

ABSENT: Cobane

NAYS: None

**Treasurer's Report - December 13, 2021**

**For the month of December 2021**

**General Checking Account #7859643244**

**TD Bank**

Balance On Hand - November 30, 2021	<b>\$959,672.43</b>
December checks	(\$154,970.80)

**Deposits for the Month of December 2021**

Township of Hanover	False Alarms - November	\$50.00
Barclays Capital	Permits & Fees	\$54.00
Whippany Fire Company	Cell tower Income	\$11,517.41
Township of Hanover	CPR Training Income	\$1,560.00
Township of Hanover	District Taxes - estimate	\$326,393.00
T. Amaducci	Permits & Fees	\$54.00
Chase Paymentech	Registration Fees	\$900.00
Chase Paymentech	Permits & Fees	\$54.00
Registration fees	Registration Fees	\$800.00
PAYROLL ERROR - to be fixed		\$3,060.68

<b><u>Balance on Hand, December 31, 2021</u></b>	<b><u>(matches Quickbooks)</u></b>	<b><u>\$1,149,144.72</u></b>
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Checks Submitted this Month's Meeting	<b>\$302,738.77</b>
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**CHIEF'S REPORT:**

**Supplies, Equipment, and Maintenance**

- Supplies were purchased from Home Depot and Staples

**Apparatus**

- All apparatus was serviced
- Repairs made to 85

**Training**

No Training for the month of December

**Purchases**

No request at this time

**Fire Prevention**

- 50 Inspections / re-inspections were conducted last month 941 inspection completed in 2021. \$ **2019.00** in fees were billed and being collected. **Total for year so far is \$30,173.00 That is \$20,627.00 over of all the fees collected for all of 2020**

## **EMS**

- (61) Calls were answered last month.

## **Fire**

- (38) Calls were answered last month.

99 Total calls answered in December 2021

**1054 for year 2021**

## **Other Matters and Announcements**

- Processed necessary paperwork for FEMA in regards to Request for Public Assistance (Unit 85) "on going"
- Met with Chief DiGiorgio formation of one District.
- Attended Hanover Township Senior Meeting
- Appointing of FF Bradley to Training Officer
- Move FF Cowley into Fire Prevention
- Hiring of 1 FF/EMT

Chief Perrello mentioned a new member coming in - Marc Deisen from Glenn Place. He has FF1 and FF2 and a lot of training. Company meeting for tomorrow may be cancelled because of the rise in Covid cases. So he's going to bring him in and vote on him at the next meeting instead.

He had an officers meeting this week and made some changes. Fore the lower officers, where there used to be Captains 4 and lieutenants 5, 6, & 7 to Captains 1 and Lieutenants 1,2,&3. It was a collaborative effort with the officers to do that.

Sean Winkler passed his FF1.

Commissioner Kitchell made a motion that we accept the Chiefs report. The motion was seconded by Comm. Willans and passed by the following vote:

AYES: Kitchell, Gethins, Woytas & Willans

ABSENT: Cobane

NAYS: None

## **COMMUNICATIONS** -

1. Daily Record - New rate will be - 39 cents per line.
2. At this time, Comm. Kitchell the attached Resolution to adopt the 2022 budget. The total budget will be 2,178,258 with 1,927,258 to be raised by taxes. The election will be the third Saturday in February.

A motion was made to adopt the 2022 budget. That motion was made by Comm. and seconded by Comm. and passed by the following roll call vote:

Woytas: AYE

Kitchell: AYE

Gethins: AYE

Willans: AYE

Cobane: ABSENT

NAYS: None

3. Comm. Kitchell read the attached resolution approving Capital questions to be put on the election ballot. A motion was made to approve this resolution by Comm. Woytas. It was seconded by Comm. Gethins and passed with the following vote:

AYES: Kitchell, Gethins, Woytas & Willans

ABSENT: Cobane

NAYS: None

### **COMMITTEE REPORTS**

**Personnel:** New member - Marc Diesen.

**Apparatus:** 85 had some extensive repairs as far as dollar amounts and CF Services also did some repairs

**Insurance:** Nothing at this time.

**Dinner:** Nothing at this time.

**First Aid:** We responded to 61 calls and 0 transports.

**TOWNSHIP** - Nothing at this time

**FIRE CO:** - Dale Cowley stated that due to the pandemic, the dinner dance will be postponed.

### **OLD BUSINESS –**

Chief remarked that at the officers meeting, they talked about starting crew nights at 10 pm instead of 11 pm to give us an additional hour of coverage. That's about to roll out.

Chief asked if the Board had looked at his proposal to hire another person. Chairman Woytas said they did look at it and are keeping it in the loop at this time.

Chief and Comm. Gethins met with Millennium about applying for a Safer grant for a sign for out front. They said it would be more beneficial for us to apply for the Assistance to Firefighters grant for new SCBA bottles instead as our chance of getting the sign was lower. Their billing is \$150 per hour, not to exceed \$4000. So, Paul got prices on new SCBAs. It's \$250,000. They are 3 years out in the cycle and we have a very good chance of getting them upgraded or replaced - for a \$4000 investment. The guy doesn't feel strongly about the sign. There are a lot of other caveats with it - it has to be used for recruitment and attention. If you have 4 different images, 3 of them have to be for recruitment. They will do it if we want, but he thinks we have a better change of getting the SCBAs.

Comm. Woytas asked how quickly he could start this.

Paul said that the grant was just extended till the end of February. The next round won't be till summer so we should make a decision tonight if we're going to go for the February one.

Cedar Knolls has worked with them before. They hone their skills with the wording and they also submitted it twice for Cedar Knolls without charging them.

Ray - So they re-did it the second time.

Comm. Gethins asked about the equipment.

Paul - Our SCBAs have not been upgraded and will not be compatible with the new ones that are coming out. More people are using them and we won't be able to tack on to their engines like Jack just did at a fire.

Gethins - What is the life span on the new ones?

Paul - I can find that out, but the ones we have. we've had since 2008 and they were demo models - bought second hand.

With fire fighter safety being a priority with this grant, you have to think we would have a good shot of getting these.

Gethins - I still want the sign. Can we apply for the sign in the spring? If we get this grant, can we then apply for the other in the spring? Or can you only apply for one?

Paul - No, we could apply for the other also. It's just a huge expense for us to replace the SCBAs for \$250,000 so it makes sense to go for that first.

Ray did contact SVP Solar Development- Alex Rivera -they want our last year of bills. He will ask Janet. It's in the works and we'll see.

Re: The new boat - We were hoping to have it here before Christmas because we know a couple of people who live down there and would save us the cost, but everything is Covid and we may have to go down and get it.

We are meeting with District 3 to discuss merging, Spread the tables apart. Two from each district, Mr. Giorgio and Brian Cahill so it should be fine to meet upstairs. 8-10 people at the most. 7:00.

### **NEW BUSINESS –**

Comm. Willans stated that Josh Willans had gone to the wrong doctor for his physical and then also subsequently went to the right one. He paid out of pocket and got reimbursed for one but not the other. Can we reimburse him? It's \$333.

Fuel Vouchers haven't been increased in a number of years. Maybe we could look into increasing them? And truck checks are \$10.

Paul said the NJ Division of Motor Vehicles has approved our name and address change - finally. We are now Hanover Township Fire District No. 2 located at 10 Troy Hills Road. This will make all correspondence stop going to our PO box and make it easier when we need to renew registrations and such.

Chief would like to ask the Board to appoint FF Bradley to the position of training Officer. he has taken an active role since the Chief was promoted. We had been grooming him for that and he has done a really good at it and he'd like to see him have the official title. There is a \$2500 stipend that goes along with that.

With all the calls increasing and with his Fire Inspector training complete, Chief would like to transition FF Cowley into the Fire Prevention Bureau. That comes with a \$2000 increase.

Inspections are important but having another inspector on board would free up some time to get other things done. FF Bell has mentioned retiring the first quarter of next year and this way FF Cowley would have experience under his belt. It's always better to have people who can wear many hats.

\*A motion was made to make FF Bradley the new Training Officer and move FF Cowley into the Fire Prevention Bureau. The motion was made by Comm.Kitchell and seconded by Comm. Willans. It passed by the following vote:

AYES: Kitchell, Gethins, Woytas & Willans

ABSENT: Cobane

NAYS: None

Commissioner Cobane will be notified and make the payroll adjustments.

County of Morris sent out a warning letter and came down on us hard. It has been sent out by email and posted and we need to take it seriously. Other towns got the letter also.

Derrick - Part of it is that only Interior Firefighters are supposed to be going out of town. Guys respond and put on an SCBA and go. The county is looking to us to get guys to do firefighting work - not just

have 4 guys show up and be navigators. This is exacerbated by the facial hair issue. We had an opportunity to do something this fall and we couldn't. They wanted us to supply manpower and we couldn't. Maybe that's why we got a stronger letter while other towns just got a general warning. Between County Rules of Engagement and Black Meadows Agreement, you're not supposed to go out of town with less than 4 individuals on the engine and they are qualified.

Paul = When people respond who aren't able to do jobs, and are standing around, that leads to freelancing. They start doing what they want to do and thinking something is a good idea. Freelancing leads to firefighter deaths. It's a known fact. That's a part of the issue too. They don't want people standing around without a purpose.

Derrick - When they want to rotate people out - we had 3 people there, but only 1 was qualified to do what was asked.

Gethins - Not only can you not help, but if something happens to you, it can affect your family. If you're not compliance, your family wouldn't get the death benefit.

Paul - I hope everyone gets it this time. I wrote - Let this be your last and final warning - and hopefully it will be taken seriously and we won't have to have this conversation again.

Chief submitted his 2021 Report - breaks down the calls. He would like to post it so the town can see it.

Comm. Gethins asked if the calls could be broken down to show types of occupancies at locations. He said that the nursing homes and the like must account for a numerous amount of our calls. With the new construction, it would be good to see how it is affecting it as it happens - Just how much of a burden all the new growth is putting on our abilities to service the community.

\*A motion was made by Comm. Gethins to approve up to \$4000 to allow Millennial to do the grant writing to apply for the grant for the SCBAs. The motion was seconded by Comm. Polo. It passed by the following vote:

AYES: Kitchell, Gethins, Woytas & Willans

ABSENT: Cobane

NAYS: None

PUBLIC PART OF THE MEETING - Nothing at this time

## **BILLS**

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

AYES: Kitchell, Gethins, Woytas & Willans

ABSENT: Cobane

NAYS: None

12/02/2021	eft	NJ Division of Pensions & Benefits Health	Pension Expense	-10,488.18
12/02/2021	11656	Verizon Wireless	Utilities	-152.04
12/02/2021	11657	Marc Desien	Reimbursements	-43.25
12/02/2021	11658	Amazon Business	Operating Materials & Supplies	-294.45
12/02/2021	11659	Chenong, Darren	Fuel Vouchers	-10.00
12/02/2021	11660	Cobane, Rob	Fuel Vouchers	-20.00
12/02/2021	11661	Cowley, Dale	Fuel Vouchers	-30.00

12/02/2021	11662	Danus, James	Fuel Vouchers	-20.00
12/02/2021	11663	Danus, Joshua	Fuel Vouchers	-20.00
12/02/2021	11664	Gethins, John	Fuel Vouchers	-30.00
12/02/2021	11665	Graziano, Jesse	Fuel Vouchers	-10.00
12/02/2021	11666	Kelly, Brian	Fuel Vouchers	-50.00
12/02/2021	11667	Kelly, Eric	Fuel Vouchers	-30.00
12/02/2021	11668	Mihalko, Joseph Jr.	Fuel Vouchers	-10.00
12/02/2021	11669	Pavone, Matthew	Fuel Vouchers	-30.00
12/02/2021	11670	Tursi, Frank	Fuel Vouchers	-30.00
12/02/2021	11671	Van Seggern, Steven	Fuel Vouchers	-30.00
12/02/2021	11672	Winkler, Sean	Fuel Vouchers	-10.00
12/02/2021	11673	Ziccarello, Ricky	Fuel Vouchers	-20.00
12/02/2021	11674	Woytas, Raymond	-SPLIT-	-2,600.00
12/02/2021	11675	Kitchell, James	-SPLIT-	-2,600.00
12/02/2021	11676	Cobane, Rob	-SPLIT-	-2,600.00
12/02/2021	11677	Willans, Steve	Commissioners	-2,000.00
12/02/2021	11678	John Gethins - Commissioner	Commissioners	-2,000.00
12/06/2021	11679	Castle Fire Protection	Building Maintenance	0.00
12/06/2021	11680	ESO	Membership Dues & Subscriptions	-246.40
12/06/2021	11681	Parsippany Fuel	Diesel	-519.65
12/06/2021	11682	Eastern Janitorial	Building Maintenance	-605.00
12/06/2021	11683	Braslow, Richard M. Esq	Legal	-780.00
12/06/2021	11684	Nestle Pure Life Direct	Water	-175.37
12/06/2021	11685	Township of Hanover	-SPLIT-	-291.57
12/06/2021	11686	Chenong, Darren	Reimbursement for Expenses/Loss	-610.00
12/06/2021	11687	Cobane, Rob	Reimbursement for Expenses/Loss	-1,100.00
12/06/2021	11688	Cobane, Thomas	Reimbursement for Expenses/Loss	-818.00
12/06/2021	11689	Cook, Michael	Reimbursement for Expenses/Loss	-622.00
12/06/2021	11690	Cook, Tim	Reimbursement for Expenses/Loss	-472.00
12/06/2021	11691	Cowley, Dale	Reimbursement for Expenses/Loss	-950.00
12/06/2021	11692	Danus, James	Reimbursement for Expenses/Loss	-900.00
12/06/2021	11693	Danus, Joshua	Reimbursement for Expenses/Loss	-900.00
12/06/2021	11694	Jake Dodson	Reimbursement for Expenses/Loss	-620.00
12/06/2021	11695	Gallo, Matt	Reimbursement for Expenses/Loss	-937.00
12/06/2021	11696	Gethins, John	Reimbursement for Expenses/Loss	-1,000.00
12/06/2021	11697	Graziano, Jesse	Reimbursement for Expenses/Loss	-913.00
12/06/2021	11698	Hansch, Henry	Reimbursement for Expenses/Loss	-655.00
12/06/2021	11699	Heizmann, Pauline	Reimbursement for Expenses/Loss	-565.00
12/06/2021	11700	Jubinski, Ken	Reimbursement for Expenses/Loss	-751.00
12/06/2021	11701	Kelly, Brian	Reimbursement for Expenses/Loss	-1,100.00
12/06/2021	11702	Kelly, Eric	Reimbursement for Expenses/Loss	-1,050.00
12/06/2021	11703	Kelly, Tim	Reimbursement for Expenses/Loss	-582.00
12/06/2021	11704	Koba, Jack	Reimbursement for Expenses/Loss	-1,000.00
12/06/2021	11705	LaSota, Matthew	Reimbursement for Expenses/Loss	-900.00
12/06/2021	11706	Makowski, Joseph	Reimbursement for Expenses/Loss	-565.00
12/06/2021	11707	Mihalko, Joseph Jr.	Reimbursement for Expenses/Loss	-923.00
12/06/2021	11708	Mihalko, Marianna	Reimbursement for Expenses/Loss	-624.00
12/06/2021	11709	Pavone, Matthew	Reimbursement for Expenses/Loss	-900.00
12/06/2021	11710	Shearer, Derrick	Reimbursement for Expenses/Loss	-1,100.00

12/06/2021	11711	Tursi, Frank	Reimbursement for Expenses/Loss	-1,000.00
12/06/2021	11712	Van Seggern, Steven	Reimbursement for Expenses/Loss	-1,000.00
12/06/2021	11713	Willans, Benjamen	Reimbursement for Expenses/Loss	-747.00
12/06/2021	11714	Willans, Steve	Reimbursement for Expenses/Loss	-500.00
12/06/2021	11715	Winkler, Sean	Reimbursement for Expenses/Loss	-900.00
12/06/2021	11716	Wodynski, William	Reimbursement for Expenses/Loss	-622.00
12/06/2021	11717	Woytas, Raymond	Reimbursement for Expenses/Loss	-567.00
12/06/2021	11718	Woytas, Tyler	Reimbursement for Expenses/Loss	-630.00
12/06/2021	11719	Ziccarello, Ricky	Reimbursement for Expenses/Loss	-723.00
12/06/2021	11723	Kruger, Walter	Wildwood	-410.00
12/06/2021	11722	Wodynski, William	Wildwood	-410.00
12/06/2021	11721	Cortright, Joseph	Wildwood	-410.00
12/06/2021	11720	Woytas, Raymond	Wildwood	-410.00
12/07/2021	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-700.00
12/07/2021	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-4,000.00
12/10/2021	11724	Police & Firemen's Insurance Association	Police & Fire Insurance	-513.32
12/10/2021	11725	Technical Fire Services, Inc	Pumps - Test	-555.00
12/10/2021	11726	STAPLES CREDIT PLAN	Office Supplies	-220.75
12/10/2021	11727	VE Ralph & Sons, Inc	Medical Supplies	-40.19
12/10/2021	11728	PSE&G 10 Troy	Utilities	-1,101.57
12/10/2021	11729	Morris County Public Safety Training Acad	-SPLIT-	-1,100.00
12/10/2021	11730	Finish Line Car Wash	Equipment	-12.00
12/10/2021	11731	Shearer, Derrick	Fuel Vouchers	-50.00
12/10/2021	11733	Kelly, Brian	Assistant Chief	-600.00
12/10/2021	11732	Shearer, Derrick	Deputy Chief	-600.00
12/10/2021	11734	Auto Zone	Repairs & Maintenance	-59.08
12/10/2021	11735	NJ Advance Media	Advertising	-18.60
12/10/2021	11736	Castle Fire Protection	Building Maintenance	-856.93
12/10/2021	11737	Vitales	Operating Materials & Supplies	-1,397.50
12/15/2021	11738	Danus, James	Fuel Vouchers	-10.00
12/15/2021	11739	Danus, Joshua	Fuel Vouchers	-30.00
12/15/2021	11740	State Line Fire & Safety, Inc.	Equipment	-670.00
12/15/2021	11741	Gannet NJ	Advertising	-6.02
12/15/2021	11742	Amtrust North America	Insurance Premiums	-4,510.00
12/15/2021	11743	Township of Hanover	-SPLIT-	-506.23
12/15/2021	eft	Board of Fire Commissioners	-SPLIT-	-20,721.29
12/16/2021	eft	Board of Fire Commissioners	-SPLIT-	-25,262.46
12/17/2021	11744	Mihalko, Julie	Operating Materials & Supplies	-249.75
12/17/2021	11745	Whippany Pizza	Promotion	-138.72
12/17/2021	11746	GM Fence	Operating Materials & Supplies	-326.16
12/20/2021	11747	Turnout Fire & Safety - Little Falls	Uniforms and Personal Equipment	-30.00
12/24/2021	11748	CPR Baltimore	Medical Supplies	-337.60
12/24/2021	11749	Standard Insurance Co	Life Insurance	-1,772.10
12/24/2021	11750	Witmer Associates, Inc	Boots	-414.00
12/24/2021	11751	Nisivoccia, LLP	Professional Services	-4,375.00
12/24/2021	11752	Nisivoccia, LLP	Professional Services	-2,000.00
12/29/2021	11753	Turnout Fire & Safety - Little Falls	Uniforms and Personal Equipment	-129.99
12/29/2021	11754	Electronic Measurement Labs	Equipment	-313.09
12/29/2021	11755	SMCMUA	Utilities	-580.48



12/30/2021	eft	Board of Fire Commissioners	-SPLIT-	-20,998.43
12/31/2021	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-4,208.48
12/31/2021	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-924.15
				-
01/03/2022	11756	PNC Equipment Finance	-SPLIT-	130,863.00
01/03/2022	11757	Tyler Technologies	Computers	-5,097.75
01/03/2022	11758	Microsoft / Office 365	Membership Dues & Subscriptions	-270.00
01/03/2022	11759	Amazon Business	-SPLIT-	-1,058.18
01/03/2022	11760	Verizon	Utilities	-172.10
01/03/2022	11761	Verizon Wireless	Utilities	-152.04
01/03/2022	11762	Chenong, Darren	Fuel Vouchers	-10.00
01/03/2022	11763	Cobane, Rob	Fuel Vouchers	-20.00
01/03/2022	11764	Danus, James	Fuel Vouchers	-30.00
01/03/2022	11765	Danus, Joshua	Fuel Vouchers	-30.00
01/03/2022	11766	Graziano, Jesse	Fuel Vouchers	-10.00
01/03/2022	11767	Kelly, Brian	Fuel Vouchers	-50.00
01/03/2022	11768	Kelly, Eric	Fuel Vouchers	-20.00
01/03/2022	11769	Koba, Jack	Fuel Vouchers	-30.00
01/03/2022	11770	Mihalko, Joseph Jr.	Fuel Vouchers	-10.00
01/03/2022	11771	Mihalko, Marianna	Fuel Vouchers	-10.00
01/03/2022	11772	Pavone, Matthew	Fuel Vouchers	-30.00
01/03/2022	11773	Shearer, Derrick	Fuel Vouchers	-50.00
01/03/2022	11774	Tursi, Frank	Fuel Vouchers	-20.00
01/03/2022	11775	Van Seggern, Steven	Fuel Vouchers	-10.00
01/03/2022	11776	Brunners Garage	Utility 85	-1,267.15
01/03/2022	11777	Home Depot Credit Services	Shop Supplies	-815.53
01/03/2022	11778	US Bank Equipment Finance	Copy Machine lease	-255.00
01/03/2022	11779	Township of Hanover	-SPLIT-	-166.80
01/05/2022	11780	Nestle Pure Life Direct	Water	-12.00
01/05/2022	11781	ESO	Membership Dues & Subscriptions	-246.40
01/10/2022	11782	When to Work, Inc	Operating Materials & Supplies	-100.00
01/10/2022	11783	Cowley, Michael	Reimbursements	-91.00
01/10/2022	11784	PSE&G 10 Troy	Utilities	-1,532.37
01/10/2022	11785	JCP&L 10 Troy	Utilities	-2,196.65
01/10/2022	11786	Stewart & Stevenson Power Products	Building Maintenance	<u>-3,142.00</u>
				-
				302,738.77

At this time, Comm. Kitchell made a motion to adjourn the regular meeting. The motion was seconded by Comm. Willans and passed unanimously.

Meeting was adjourned at 8:04.

Respectfully submitted and transcribed from tape,

Janet Hammond