

MINUTES - REGULAR MEETING

November 14, 2022

Chairman John Gethins called the meeting to order on the above-mentioned date at 7:30 pm, at 10 Troy Hills Road, Whippany, NJ

Commissioners present: Cobane, Gethins, Quinn, Willans

Absent: Ehrich

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

Comm Cobane called for the acceptance of the regular minutes from last month. Comm. Willans seconded the move, and it was carried by the following vote:

AYES: Cobane, Gethins, Quinn, Willans

ABSENT: Ehrich

NAYS: None

TREASURER’S REPORT

The following Treasurer’s report was submitted. Many items are over-budget and will be re-allocated at the December meeting. The total over budget now is \$38,267.00. Comm. Cobane found out from our auditor that we are not allowed to touch the line item marked Reserve for Future Outlays, which is for Capital purchases only and needs to be voted upon first.

Commissioner Cobane made a motion to accept the report. Comm. Willans seconded the move, and it was carried by the following vote:

AYES: Cobane, Gethins, Quinn, Willans

ABSENT: Ehrich

NAYS: None

For the month of October 2022

General Checking Account #: XXXXXX3244

TD Bank

Balance On Hand - September 30, 2022	\$1,124,794.79
October Checks	(\$122,006.83)

Deposits for the Month of October 2022

Suburban Propane	permits and fees	\$54.00
Our Lady of Mercy	permits and fees	\$54.00
Whippany Fire Company	3rd quarter utilities	\$2,111.31
Whippany Fire Company	Cell Tower Income	\$12,331.01
Township of Hanover	District Taxes	\$321,209.00
Registration Fees		\$50.00

Winston Preparatory School	permits and fees	\$54.00
Tyler Technologies	Registration fees	\$50.00
Void ck 11226		\$74.63

Balance on Hand, October 31, 2022 **(Matches Quickbooks)** **\$1,338,775.91**

Checks Submitted this Month's Meeting **\$164,631.07**

Business 12 Month CD -x0575	Matures 12-7-22	\$207,483.94
.05%		
Interest	8.81	

Business 6 Month CD - TD Bank X9425	Matures 9-4-22	.05%	\$205,653.03
Interest		209.39	

Penalty Checking Account # XXXX3773
TD Bank

<u>Balance on Hand, September 30, 2022</u>		\$2,600.00
Whippany Village apartments	Penalty	\$250.00
Flower Power	Penalty	\$125.00

Balance on Hand, October 31, 2022 **\$2,975.00**

CHIEF'S REPORT:

Supplies, Equipment, and Maintenance

- Supplies were purchased from Staples / Amazon / Home Depot

Apparatus

- Small repairs were made to apparatus throughout the month

Training

Bail out Training Classroom / Hands on session
Confined Space classroom and Hands on session

Purchases

- New Para Tech Struts were Purchased / Ordered

Fire Prevention

- **66** Inspections / re-inspections were conducted last month. **\$ 1638.00** in fees were billed and being collected. Total of **\$24,053.00** for 2022

EMS (56) Calls were answered last month.

Fire

- (44) Calls were answered last month.

100 Total calls answered

Other Matters and Announcements

- Meeting with Township in regard to 26 Parsippany RD
- Two new Members joining 1 Probie 1 Jr
- HVAC System serviced by Air Group
- Rabies Clinic was conducted on Nov 5th
- Met with Engineering firm in regard to new Terry's Car Wash
- Received payment for fire watch conducted on September 24th in amount of \$280
- Received payment for fine issued from fire and failure to notify the fire department in amount of \$1000.00
-

A motion was made to accept the Chief's report by Comm. Cobane. It was seconded by Comm.

Willans and passed by the following vote:

AYES: Cobane, Gethins, Quinn, Willans

ABSENT: Ehrich

NAYS: None

COMMUNICATIONS

- A thank you letter was received from the Board of Elections for Election Day, stating what a good job was done in the bays and how clean and organized it ran.
- Our TD Bank CD is coming due on 12-7 for \$207,000. Rob has reached out to them to see if there is anything better out there.

COMMITTEE REPORTS

Personnel: Nothing at this time.

Apparatus: 81 has bubbling. It should be covered under insurance.

Insurance: St Mary's – the quote came in and insurance is taking care of it.

First Aid: **56** Calls.

Merger: The state has \$500,000 to give out in favor of merging. It may be something we are eligible for and can apply for if we do it.

TOWNSHIP - Nothing at this time

FIRE CO: - Jesse Graziano reported that our 'Friendsgiving' event is all set to go in the bays for Saturday night. He ordered food from Vitales and will get more from Costco. So far, there are 80-85 people coming.

The holiday lights get hung Sunday. Comm. Willans has a check from his father for the sound system.

OLD BUSINESS –

Chief Perrello mentioned a possible change to the SOGs. Where it says a candidate for driver must have 2 years Fire service with the department. He would like to see it changed to 3 years fire service experience.

Some people from other departments come here with driving experience already and have that level of experience necessary.

Comm Cobane – Would they start their driving training as an operator during their probationary period?

Chief – I'd like to give them a year's experience with us to get accustomed to the way we function. Let them be firemen first and vote them in and THEN let them be drivers.

*A motion was made to amend the SOG's to state just that. It should read 2 years with the department OR 3 years previous fire experience. The motion was made by Comm. Willans and seconded by Comm. Cobane. It passed by all commissioners present.

Chief reported that the TNT Rescue tools are in. They are being kept in Engine 81's compartment #3. Encourages members to try them out. There are some vehicles out back to practice on and familiarize yourself with them.

Tomorrow is RIC Training.

Job Shirts – Haven't met with the officers yet to determine if we should move forward. So far, feedback has been - Some are in favor – others not interested.

NEW BUSINESS –

At this time, Chief asked for a dollar amount to be put on the secretarial position so he can post it. He checked with Braslow and we don't need to post it – it can be offered to someone.

*Chief also requested that we start the posting for the career position as it takes a while for interviews, resumes and probationary periods. He would like to post on December 1st and give 30 days for the return. A motion was made by Comm. Willans that the Chief go ahead with the posting. It was seconded by Comm. Quinn and passed by the following vote:

AYES: Cobane, Gethins, Quinn, Willans

ABSENT: Ehrich

NAYS: None

Budget Discussion followed.

Reserve for Future Outlays – at the end of the year, would like to take money from that and buy air packs. It's \$242,000 for 35 Air Packs. They will trade 1 for 1. It includes lifetime maintenance, and the 1st flow test. It also includes a free RIC pack and a buddy breathing system, which Paul explained.

The packs run about \$1200 each. We have 42 now but Scott no longer supports those SCBAs so we borrow parts from our extras. The ones we have are 3 NFPA cycles out of compliance. They work but are from 2006. We bought them used as demo models. This could possibly lead to a lawsuit if anything ever malfunctions.

We can use the same masks and regulators, so we save some money on that.

*A motion was made that we publish our intent in the paper and go to a vote at our December meeting to be able to use those funds to purchase the air packs. The motion was made by Comm. Cobane and seconded by Comm. Quinn. It passed by the following vote:

AYES: Cobane, Gethins, Quinn, Willans

ABSENT: Ehrich

NAYS: None

If it is approved that night, it saves the district \$16,000 as the cost is going up after the first of the year.

Cap Bank – According to Man Lee, our auditor, we have \$118,000 in our Cap Bank.

But Line 10.1 – Cap Bank utilized shouldn't be there and will be deleted in the proposed budget from Paul.

We usually put aside \$150,000 into reserve each year. If we put aside \$100,000, it makes the tax rate 91 cents instead of 81cents.

We would take the \$50,000 out and use it in different budget line items as this year many of the lines are over-budget. Man Lee said we would be able to increase it this much as we are still under the allowed amount.

A large majority of our ability to do that is because of the Debt Service exclusion. Once 81 is paid off, it will drop.

We will also see increased rateables next year with all the building. That will also mean more registration fees.

PUBLIC PART OF THE MEETING 8 members of the public attended.

FF Tom Braviak mentioned the changing of the SOGS regarding drivers may penalize the drivers that are here unless you use the word OR... 2 years with the department OR 3 years previous fire experience. Count probationary year as tear one.

He asked about the budget timeline.

December 12th meeting – the budget will be introduced and approved.

January 9th meeting – will be the public hearing and adoption.

Joe Mihalko, Sr asked a question about appointing the assistant Chief position. Paul said there was not a plan yet.

The Board said it will be at the recommendation of the Chief.

BILLS

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

AYES: Cobane, Gethins, Quinn, Willans

ABSENT: Ehrich

NAYS: None

10/01/2022	12285	Verizon Wireless 884	Utilities	-152.04
10/01/2022	12286	State of NJ / Dept of Labor	Medical Benefits	-12.00
10/01/2022	12287	Home Depot Credit Services	Shop Supplies	-349.13
10/01/2022	12288	US Bank Equipment Finance	Copy Machine lease	-258.83
10/01/2022	12289	Alert-all Corporation	Promotion	-2,381.00
10/01/2022	12290	Verizon 838	Utilities	-183.07
10/01/2022	12291	Lifesavers, Inc.	CPR Training Expense	-208.00
10/01/2022	12292	SMCMUA 10 Troy	Utilities	-413.08
10/03/2022	12293	ESO	Membership Dues & Subscriptions	-246.40
10/03/2022	12294	County of Morris Treasurer	Dispatching Services	-22,329.00
10/03/2022	12295	Finish Line Car Wash	Equipment	-48.00
10/03/2022	12296	Braslow, Richard M. Esq	Legal	-90.00
10/03/2022	12298	Cobane, Rob	Fuel Vouchers	-25.00
10/03/2022	12299	Cowley, Dale	Fuel Vouchers	-40.00

10/03/2022	12300	Cusmano, Gaetano	Fuel Vouchers	-15.00
10/03/2022	12301	Danus, James	Fuel Vouchers	-25.00
10/03/2022	12302	Desien, Marc	Fuel Vouchers	-40.00
10/03/2022	12303	Jake Dodson	Fuel Vouchers	-25.00
10/03/2022	12304	Gallo, Matt	Fuel Vouchers	-25.00
10/03/2022	12305	Gethins, John	Fuel Vouchers	-25.00
10/03/2022	12306	Graziano, Jesse	Fuel Vouchers	-25.00
10/03/2022	12307	Jubinski, Ken	Fuel Vouchers	-15.00
10/03/2022	12308	Kelly, Brian	Fuel Vouchers	-75.00
10/03/2022	12309	Kelly, Eric	Fuel Vouchers	-40.00
10/03/2022	12310	LaSota, Matthew	Fuel Vouchers	-40.00
10/03/2022	12311	Mihalko, Joseph Jr.	Fuel Vouchers	-40.00
10/03/2022	12312	Mihalko, Marianna	Fuel Vouchers	-40.00
10/03/2022	12313	Santini, Anthony	Fuel Vouchers	-25.00
10/03/2022	12314	Santini, Joseph	Fuel Vouchers	-25.00
10/03/2022	12315	Shearer, Derrick	Fuel Vouchers	-75.00
10/03/2022	12316	Tursi, Frank	Fuel Vouchers	-15.00
10/03/2022	12317	Van Seggern, Steven	Fuel Vouchers	-40.00
10/03/2022	12318	Wodynski, William	Fuel Vouchers	-25.00
10/03/2022	12319	Ziccarello, Ricky	Fuel Vouchers	-25.00
10/03/2022	12320	Koba, Jack	Fuel Vouchers	-40.00
10/03/2022	12321	Cowley, Michael	Reimbursements	-74.63
10/03/2022	eft	To Penalty Account	Transfer	-250.00
10/07/2022	12322	Castle Fire Protection	Building Maintenance	-3,600.00
10/07/2022	12323	Reliable Fire Protection	Building Maintenance	-338.64
10/07/2022	12324	PSE&G 10 Troy	Utilities	-78.06
10/07/2022	12325	Optimum 10 Troy	Utilities	-408.15
10/07/2022	12326	Eastern Janitorial	Building Maintenance	-605.00
10/07/2022	12327	STAPLES CREDIT PLAN	Office Supplies	-169.97
10/07/2022	12328	Hanover sewer	Utilities	-1,436.80
10/07/2022	12329	JCP&L 10 Troy	Utilities	-1,639.30
10/07/2022	12330	Air Group	Building Maintenance	-221.85
10/07/2022	12331	Police & Firemen's Insurance Association	Police & Fire Insurance	-586.01
10/07/2022	12332	SMCMUA 10 Troy	Utilities	-458.04
10/10/2022	12333	Rescue Products International	Purchase of Assets	-2,946.00
10/13/2022	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-10,787.46
10/15/2022	eft	Board of Fire Commissioners	-SPLIT- Membership Dues & Subscriptions	-22,174.23
10/17/2022	12334	Matthew Bender & Co.	Insurance Premiums	-242.55
10/17/2022	12335	Amtrust North America	Uniforms and Personal Equipment	-6,610.00
10/17/2022	12336	Witmer Associates, Inc	Equipment	-357.00
10/17/2022	12337	Johnny's Pizza	Promotion	-135.00
10/17/2022	12338	Cook, Michael	Wildwood	-458.00
10/17/2022	12339	Woytas, Raymond	Wildwood	-458.00
10/17/2022	12340	Kruger, Walter	Wildwood	-458.00
10/17/2022	12341	Wodynski, William	Wildwood	-458.00
10/17/2022	12342	Cortright, Joseph	Wildwood	-458.00
10/17/2022	12343	Finish Line Car Wash	Equipment	-12.00
10/17/2022	12344	Wegman's	Operating Materials & Supplies	-30.43

10/17/2022	12345	TD Bank N. A.	Operating Materials & Supplies	-93.12
10/17/2022	12346	POSTMASTER	Office Supplies	-120.00
10/24/2022	12347	Daily Record	Advertising	-40.46
10/24/2022	12348	NJ Fire Equipment Co.	SCBA Test	-1,890.00
10/24/2022	12349	Paul Perrello	Reimbursements	-345.66
10/24/2022	12350	Township of Hanover	-SPLIT-	-699.01
10/24/2022	12351	Chief Miller	Turnout Gear	-1,750.00
10/27/2022	eft	Board of Fire Commissioners	-SPLIT-	-23,330.97
10/28/2022	12352	New Jersey Labor Law Poster	Operating Materials & Supplies	-192.00
10/28/2022	12353	Verizon 838	Utilities	-182.94
10/28/2022	12354	Township of Hanover	-SPLIT-	-861.24
10/28/2022	12355	NJ Fire Equipment Co.	Purchase of Assets	-1,755.60
10/28/2022	12356	Continental Fire & Safety	Purchase of Assets	-7,440.90
10/31/2022	12357	Braslow, Richard M. Esq	Legal	-330.00
10/31/2022	12358	Michael Monahan	Reimbursements	-44.13
10/31/2022	12359	Ryan Falkman	Reimbursements	-44.13
11/01/2022	12360	US Bank Equipment Finance	Copy Machine lease	-258.83
11/01/2022	12364	Amazon Business	Operating Materials & Supplies	-262.09
11/01/2022	12362	Verizon Wireless 884	Utilities	-152.04
11/01/2022	12363	Home Depot Credit Services	Shop Supplies	-1,052.62
11/01/2022	12365	Cobane, Rob	Fuel Vouchers	-25.00
11/01/2022	12366	Cowley, Dale	Fuel Vouchers	-25.00
11/01/2022	12367	Cusmano, Gaetano	Fuel Vouchers	-15.00
11/01/2022	12368	Danus, James	Fuel Vouchers	-15.00
11/01/2022	12369	Desien, Marc	Fuel Vouchers	-40.00
11/01/2022	12370	Jake Dodson	Fuel Vouchers	-40.00
11/01/2022	12371	Gallo, Matt	Fuel Vouchers	-40.00
11/01/2022	12372	Gethins, John	Fuel Vouchers	-40.00
11/01/2022	12373	Graziano, Jesse	Fuel Vouchers	-40.00
11/01/2022	12374	Jubinski, Ken	Fuel Vouchers	-15.00
11/01/2022	12375	Kelly, Brian	Fuel Vouchers	-50.00
11/01/2022	12376	Kelly, Eric	Fuel Vouchers	-40.00
11/01/2022	12377	Koba, Jack	Fuel Vouchers	-25.00
11/01/2022	12378	LaSota, Matthew	Fuel Vouchers	-40.00
11/01/2022	12379	Makowski, Joseph	Fuel Vouchers	-25.00
11/01/2022	12380	Mihalko, Joseph Jr.	Fuel Vouchers	-40.00
11/01/2022	12381	Mihalko, Marianna	Fuel Vouchers	-15.00
11/01/2022	12382	Santini, Anthony	Fuel Vouchers	-25.00
11/01/2022	12383	Santini, Joseph	Fuel Vouchers	-40.00
11/01/2022	12384	Shearer, Derrick	Fuel Vouchers	-75.00
11/01/2022	12385	Tursi, Frank	Fuel Vouchers	-40.00
11/01/2022	12386	Van Seggern, Steven	Fuel Vouchers	-40.00
11/01/2022	12387	Wodynski, William	Fuel Vouchers	-25.00
11/01/2022	12388	Ziccarello, Ricky	Fuel Vouchers	-40.00
11/08/2022	eft	NJ Division of Pension & Benefits- Pension	Pension Expense	-4,000.00
11/08/2022	eft	NJ Division of Pension & Benefits- Pension	Pension Expense	-700.00
11/10/2022	12389	Johnny's Pizza	Promotion	-173.00
11/10/2022	12390	STAPLES CREDIT PLAN	Office Supplies	-326.51

11/10/2022	12391	Auto Zone	Repairs & Maintenance	-53.11
11/10/2022	12392	SMCMUA 10 Troy	Utilities	-684.38
11/10/2022	12393	JCP&L 10 Troy	Utilities	-1,045.75
11/10/2022	12394	Witmer Associates, Inc	Uniforms and Personal Equipment	-690.00
11/10/2022	12395	Police & Firemen's Insurance Association	Police & Fire Insurance	-586.01
11/10/2022	12396	McNeil & Company	-SPLIT-	-11,226.75
11/10/2022	12397	FAST Fire & Security Technologies	Fire Alarm testing	-325.00
11/10/2022	12398	PSE&G 10 Troy	Utilities	-249.50
11/10/2022	12399	Morristown Medical Group	Medical	-463.00
11/10/2022	12400	Eastern Janitorial	Building Maintenance	-605.00
11/10/2022	12401	Optimum 10 Troy	Utilities	-408.15
11/10/2022	12402	ESO	Membership Dues & Subscriptions	-246.40
11/10/2022	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-10,787.46
11/14/2022	12403	VE Ralph & Sons, Inc	Medical Supplies	-233.21
11/14/2022	12404	Amtrust North America	Insurance Premiums	-6,610.00
11/14/2022	12405	Witmer Associates, Inc	Uniforms and Personal Equipment	-540.00
11/14/2022	12406	Wegman's	Operating Materials & Supplies	-130.43
				-
				<u>164,631.07</u>
				-
				<u>164,631.07</u>

At 8:29 Comm. Willans made a motion to adjourn the meeting. The motion was seconded by Comm. Quinn and passed unanimously:

Meeting was adjourned at 8:30
Respectfully submitted,
Janet Hammond