

**MINUTES - REGULAR MEETING**

**April 11, 2022**

Commissioner 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: Gethins, Cobane, Quinn, & Willans

Absent: Ehrich

At this time Comm. Gethins 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. Cobane made a motion to accept the minutes. The move was seconded by Comm. Willans, 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. Commissioner Gethins 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

**General Checking Account #7859643244**

**TD Bank**

Balance On Hand - February 28, 2022	<b>\$961,972.05</b>
March Checks	(\$257,672.27)

**Deposits for the Month of March 2022**

Record request	Allocco	\$1.85
Mark Trece Inc.	Permits & Fees	\$54.00
State of NJ	2nd Qtr Fire Safety Act	\$7,729.16
United Jewish Communities Metrowest	Permits & Fees	\$54.00
United Jewish Communities Metrowest	Permits & Fees	\$54.00
Whippany Fire Company	Cell Tower Income	\$11,615.43
Registration Fees	Cash & Checks	\$1,150.00
Chase Paymentech	Registration Fees	\$450.00
Chase Paymentech	Permits & Fees	\$749.00

<b><u>Balance on Hand, March 31, 2022</u></b>	<b><u>(matches Quickbooks)</u></b>	<b><u>\$726,157.22</u></b>
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Checks Submitted this Month's Meeting **\$280,347.31**

**Business 12 Month CD -x0575** **Matures 12-7-22**  
.05% **\$207,414.32**  
Interest 7.95

**Business 6 Month CD - TD Bank X9425** **Matures 9-4-22**  
.05% **\$205,182.75**  
Interest 7.59

**Penalty Checking Account # 4408763773**  
**TD Bank** Transferred (April 6th) **\$1,000.00**

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## **CHIEF'S REPORT:**

### **Supplies, Equipment, and Maintenance**

- Supplies were purchased from Staples / Amazon

### **Apparatus**

- All Ground Ladders were tested no issues

### **Training**

March, we conducted 3 training drills

Mayday  
Engine Company Ops  
Radio Commutations

### **Purchases / Requests**

- Band for Labor Day Parade in Boonton

### **Fire Prevention**

- **123** Inspections / re-inspections were conducted last month. **\$ 3,164.00** in fees were billed and being collected.

### **EMS**

- (53) Calls were answered last month.

### **Fire**

- (52) Calls were answered last month.

105 Total calls answered

## **Other Matters and Announcements**

- Plan / spec reviews and Special event reviews were conducted.
- Training with FF Cowley on Inspection process / software
- Conduct inspection with FF Cowley
- 4 members are receiving the 200-club meritorious award for their actions during Hurricane IDA  
Who is attending?
- US census Bureau Survey (gave to Commissioner Cobane)?
- Meeting with SMCMUA on improvements they are making to water system
- C-84 sold \$2925.00
- Meeting @ 903-905 Rt 10 on their Improvement project
- Conducted inspections at construction sites (Parsippany RD and Eden Lane)
- Hiring of 1 FF/EMT (would like to discuss again been in my report since Nov 2021)
- Tool demo of TNT
- Working on Application for Local Finance Board with attorney's office
- 2 Items to review / pass for attorney / new truck

Chief Perrello has been getting calls from 2 bands we have used in the past trying to reserve the date for the Labor Day parade in Boonton for the coming year. The Sharpshooter Band charges \$1200 and the South Park Band charges \$1000. We used South Park last year – they are cheaper and we also won awards.

A brief discussion ensued as to who pays for the band. The Commissioners have done it for several years owing to the Company not being in financial position to do so. At the Company meeting tomorrow night, it will be brought up to see if they want to take it back over.

A motion was made to reserve the South Park band for the coming parade and to pay for it if the Company rejects taking on the cost right now. The motion was made by Comm. Willans seconded by Comm. Quinn. Comm. Gethins abstained as he is a member of one of the bands.

It passed by the following vote:

AYES: Cobane, Quinn & Willans

ABSENT: Ehrich

ABSTAIN: Gethins

NAYS: None

## **COMMUNICATIONS - Nothing at this time**

## **COMMITTEE REPORTS**

**Personnel:** Nothing at this time

**Apparatus:** Ground ladders have been tested and all passed. 85 is at Freddie's for repairs and old 84 was sold on govdeals for \$2925.

**Insurance:** Nothing at this time

**First Aid:** We responded to 53 EMS calls and 0 transports.

**TOWNSHIP** - Nothing at this time but Mr. Cahill congratulated the 2 new commissioners

**FIRE CO:** - Nothing at this time.

## **OLD BUSINESS –**

Chief – Would like to start the process for a new hire. FF Bell will be retiring next year – mid-year. Paul would like to groom someone now to get experience. Between the application process, interviews, probationary period, etc. it would make sense to get the process underway so the new person can shadow Ian and get experience while he's still here.

Gethins – Can we wait till June? After some more of the merger items have been ironed out? We don't want to hire someone and then have to let them go.

Quinn – For 15-20 years, we've been talking about merging. If it doesn't happen and Ian decides to retire early, then we'll be down a guy. It's at least 4-6 months to get someone in here.

Chief – There is money in the budget for it. We don't have Joe's payments any more either. I can come up with a job description by next month for you to review.

Quinn – I'd like it on the table by next month.

Willans – We don't have the money for a whole person's salary in the budget, do we?

Quinn – The new guy will only be getting a half year's salary by the time he's hired.

Someone asked about hiring practices – minorities – outside postings?

Chief – We are allowed to look from within first, then look outside if there's not a suitable candidate. It has to be advertised for 30 days. We require a written test, a physical test – both at the Academy. Then there are interviews with the Commissioners and the Chief. Then we decide if there is a suitable candidate.

Gethins asked Chief to work on all the numbers for us.

Comm. Willans pointed out that the Chief in District 3 is also retiring.

Quinn – With all the condos going up and also Met Life and Bayer re-populating, it's going to fill up again. You're going to need someone.

Chief – Salary starts at \$45,000. He will get a job description and posting together with all the numbers by the next meeting.

Rob – The next merger meeting – May or June will be when the plans start to come together.

Chief – There is a meeting with Jim Schulz, Janet, and Karen Calabrese to go over the budgets and look at merging them. We are looking for any savings and we should be pleasantly surprised. The goal is to provide the best possible service to the town at the best possible price.

John Gethins had forwarded a lot of questions to the Chief about the merger.

Chief – We input our calls differently. With the reports, whatever you put in – you get out. There are many reports available. We just have to be specific putting them in. For example: residential calls – There should be a difference between a 1 person homeowner and a multi-dwelling. They are not the same. Also, zip codes are problematic.

Willans – Where do we stand on ambulance licensing?

Chief – It's on hold right now until we have a merger plan. Janet and I worked on the SOGs they require and it's pretty ready to go. But to get a license you have to have 2 ambulances.

Atlantic is not always reliable. Showed up for a transport recently leaving East Hanover vulnerable.

## **NEW BUSINESS –**

Paul has gotten a Cascade System donated to us, along with 6 bottles. It is a 20 volt and has 11 hours on it. It's on a dolly right now and he warned everyone to be careful around it. Potentially we will need a compressor at a cost of around \$1000. We can now fill our own bottles.

If we use the joint account to pay for the compressor, District 3 would be able to fill their bottles here also and we would split the cost.

We would like to send the donors a bunch of sandwiches and a thank you note.

At this time, Comm. Willans read the attached resolution authorizing Matt Jessup to represent us with the Local Finance Board as we seek to apply for a new truck.

A motion to accept this resolution was made by Comm. Willans. It was seconded by Comm. Gethins and passed by the following vote:

AYES: Cobane, Gethins, Quinn & Willans

ABSENT: Ehrich

NAYS: None

Comm. Willans then read the Resolution authorizing an application to the Local Finance Board requesting financing for a new fire truck and pick up truck. A motion to accept this resolution was made by Comm. Willans and seconded by Comm. Quinn. It passed by the following vote;

AYES: Cobane, Gethins, Quinn & Willans

ABSENT: Ehrich

NAYS: None

Comm. Quinn showed a mock-up of shirts that should be worn outside in the public to show our representation. The Board liked them and approved the gray color. Comm. Quinn made a motion to have Josh Makowski make up the shirts. The motion was seconded by Comm. Cobane and passed by the following vote:

AYES: Cobane, Gethins, Quinn & Willans

ABSENT: Ehrich

NAYS: None

Comm. Cobane brought up a credit card that is generic for Paul to have on hand for the companies that only accept credit. He will be in charge of its distribution as needed. The Board was in favor and will look into different cards to see if there is a value we can get from using a certain one – cash back or credits.

A discussion was made about ordering of gold badges for outgoing Commissioners. The cost of gold is so high now and while the badge is an honor, you can get a gold-plated one for about \$150 instead of \$950.

Comm. Cobane made a motion that we obtain plaques and badges for outgoing Commissioners Kitchell and Woytas. The motion was seconded by Comm. Gethins and passed by the following vote:

AYES: Cobane, Gethins, Quinn & Willans

ABSENT: Ehrich

NAYS: None

## **PUBLIC PART OF THE MEETING - 10 members of the public attended.**

During the public part of the meeting, FF Jesse Graziano brought up a plan for beautification of the building. He would like to present it to both the Commissioners and the Company and get a finalized budget. He had a sketch which he showed and thinks the cost will be around \$10 to \$15,000. He said the volunteers will provide the labor.

The Commissioners also suggested that maybe Bushes Garden Center would donate some materials.

**BILLS**

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

AYES: Cobane, Gethins, Quinn & Willans

ABSENT: Ehrich

NAYS: None

03/03/2022	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-4,000.00
03/04/2022	11865	Home Depot Credit Services	Shop Supplies	-177.63
03/04/2022	11866	US Bank Equipment Finance	Copy Machine lease	-255.00
03/04/2022	11867	STAPLES CREDIT PLAN	Office Supplies	-193.02
03/04/2022	11868	Schindler Elevator	Building Maintenance	-3,300.00
03/04/2022	11869	Braslow, Richard M. Esq	Legal	-300.00
03/04/2022	11870	Verizon Wireless 884	Utilities	-152.04
03/04/2022	11871	ESO	Membership Dues & Subscriptions	0.00
03/04/2022	11872	Palermo's Pizza	Promotion	-332.25
03/04/2022	11873	Eastern Janitorial	Building Maintenance	-605.00
03/04/2022	11874	CPR Baltimore	Medical Supplies	-134.72
03/04/2022	11875	ESO	Membership Dues & Subscriptions	-246.40
03/04/2022	11876	Revolutionary Tactics & Training, LLC	Training and Education	-400.00
03/04/2022	11877	Cobane, Rob	Fuel Vouchers	-20.00
03/04/2022	11878	Cowley, Dale	Fuel Vouchers	-30.00
03/04/2022	11879	Danus, James	Fuel Vouchers	-30.00
03/04/2022	11880	Danus, Joshua	Fuel Vouchers	-30.00
03/04/2022	11881	Gethins, John	Fuel Vouchers	-20.00
03/04/2022	11882	Kelly, Brian	Fuel Vouchers	-70.00
03/04/2022	11883	Kelly, Eric	Fuel Vouchers	-30.00
03/04/2022	11884	Koba, Jack	Fuel Vouchers	-20.00
03/04/2022	11885	Mihalko, Joseph Jr.	Fuel Vouchers	-20.00
03/04/2022	11886	Shearer, Derrick	Fuel Vouchers	-50.00
03/04/2022	11887	Tursi, Frank	Fuel Vouchers	-30.00
03/04/2022	11888	Winkler, Sean	Fuel Vouchers	-20.00
03/07/2022	11889	Amazon Business	Operating Materials & Supplies	-1,186.42
03/07/2022	11890	Police & Firemen's Insurance Association	Police & Fire Insurance	-586.01
03/07/2022	11891	Morristown Medical Group	Medical	-463.00
03/09/2022	11892	Millenium Strategies	Other Outside Services	-2,550.00
03/09/2022	11893	Mihalko, Marianna	Reimbursements	-179.23
03/09/2022	11894	Auto Zone	Repairs & Maintenance	-259.06
03/09/2022	11895	Whippany Pizza	Promotion	-137.78
03/09/2022	11896	Santini, Anthony	Reimbursements	-44.13
03/11/2022	11897	Morris County Public Safety Training Acad	Training and Education	-1,250.00
03/11/2022	11898	PSE&G 10 Troy	Utilities	-2,502.66
03/11/2022	11899	Township of Hanover	Gasoline	-888.82
03/11/2022	11900	Chief Miller	Uniforms and Personal Equipment	-1,145.00
03/14/2022	11901	Casey & Keller	Building Maintenance	-1,175.00
03/14/2022	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-10,746.29
03/15/2022	eft	Board of Fire Commissioners	Employee Payroll	-21,179.24

03/18/2022	11902	DC Express	Elections	-95.00
03/18/2022	11903	Daily Record	Advertising	-124.60
03/21/2022	11904	Optimum 10 Troy	Utilities	-713.52
03/21/2022	11905	Greg Manning	Training and Education	-250.00
03/25/2022	11906	Paul Perrello	Operating Materials & Supplies	-31.98
03/25/2022	11907	Gallo, Matt	Operating Materials & Supplies	-42.65
03/25/2022	11908	SMCMUA 10 Troy	Utilities	-192.50
03/25/2022	11909	Township of Hanover	Gasoline / Diesel	-787.13
03/25/2022	11910	NJ Fire Equipment Co.	SCBA Repair	-265.76
03/25/2022	11911	JCP&L 10 Troy	Utilities	-1,044.11
03/25/2022	11912	Standard Insurance Co	Life Insurance	-1,700.50
03/25/2022	11913	Rescue Products International	Training and Education	-1,125.00
03/25/2022	11914	Lincoln Financial	Employee Benefits-LOSAP	-33,945.00
03/28/2022	11915	US Bank Equipment Finance	Copy Machine lease	-255.00
03/29/2022	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-14,987.00
03/29/2022	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	126,094.00
03/31/2022	eft	Board of Fire Commissioners	Employee Payroll	-21,259.82
04/01/2022	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-4,358.28
04/01/2022	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-924.15
04/01/2022	11916	Verizon Wireless 884	Utilities	-152.04
04/01/2022	11917	Verizon 838	Utilities	-366.26
04/01/2022	11918	Stewart & Stevenson Power Products	Membership Dues & Subscriptions	-2,468.37
04/01/2022	11919	Home Depot Credit Services	Shop Supplies	-135.19
04/01/2022	11920	Morris Sign Company	Operating Materials & Supplies	-53.31
04/01/2022	11921	Amazon Business	Operating Materials & Supplies	-366.14
04/01/2022	11922	Township of Hanover	Gasoline	-92.55
04/01/2022	11923	Rescue Products International	Training and Education	-2,625.00
04/04/2022	11924	Eastern Janitorial	Building Maintenance	-605.00
04/04/2022	11925	Clean Air Company	Building Maintenance	-789.10
04/04/2022	11926	Cowley, Dale	Fuel Vouchers	-40.00
04/04/2022	11927	Danus, James	Fuel Vouchers	-40.00
04/04/2022	11928	Desien, Marc	Fuel Vouchers	-15.00
04/04/2022	11929	Jubinski, Ken	Fuel Vouchers	-15.00
04/04/2022	11930	Kelly, Brian	Fuel Vouchers	-50.00
04/04/2022	11931	Kelly, Eric	Fuel Vouchers	-40.00
04/04/2022	11932	LaSota, Matthew	Fuel Vouchers	-15.00
04/04/2022	11933	Mihalko, Joseph Jr.	Fuel Vouchers	-15.00
04/04/2022	11934	Shearer, Derrick	Fuel Vouchers	-50.00
04/04/2022	11935	Tursi, Frank	Fuel Vouchers	-15.00
04/04/2022	11936	Van Seggern, Steven	Fuel Vouchers	-15.00
04/04/2022	11937	Ziccarello, Ricky	Fuel Vouchers	-15.00
04/04/2022	11938	Braslow, Richard M. Esq	Legal	-2,970.00
04/04/2022	11939	ESO	Membership Dues & Subscriptions	-246.40
04/08/2022	11940	PSE&G 10 Troy	Utilities	-1,074.15
04/08/2022	11941	Performance Ford	Repairs & Maintenance	-69.95
04/08/2022	11942	Electronic Measurement Labs	Equipment	-409.69
04/08/2022	11943	Police & Firemen's Insurance Association	Police & Fire Insurance	-586.01
04/08/2022	11944	Paul Perrello	Membership Dues & Subscriptions	-91.00

04/08/2022	11945	STAPLES CREDIT PLAN	Office Supplies	-412.53
04/08/2022	TXFR	To Penalty Account	TD - Penalty Account 212-212A	-1,000.00
04/08/2022	11946	Cobane, Rob	Fuel Vouchers	-25.00
04/08/2022	11947	Danus, Joshua	Fuel Vouchers	-25.00
04/08/2022	11948	Gethins, John	Fuel Vouchers	-25.00
04/08/2022	11949	Koba, Jack	Fuel Vouchers	-25.00
04/08/2022	11950	Tursi, Frank	Fuel Vouchers	-25.00
04/08/2022	11951	Van Seggern, Steven	Fuel Vouchers	-25.00
04/08/2022	11952	Ziccarello, Ricky	Fuel Vouchers	-25.00
04/11/2022	11953	Nestle Pure Life Direct	Water	-190.37
04/11/2022	11954	Fire Service Safety Testing	Ladder - Test	-787.55
04/11/2022	11955	Finish Line Car Wash	Equipment	-24.00
04/11/2022	11956	Township of Hanover	Diesel	-561.21
04/11/2022	11957	Auto Zone	Repairs & Maintenance	-39.57
04/11/2022	11958	Morristown Lumber	Operating Materials & Supplies	-420.99
04/11/2022	11959	Optimum 10 Troy	Utilities	-356.23
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				<u><u>280,347.31</u></u>

At this time, Comm. Cobane made a motion to go into closed session to discuss a personnel matter that the Chief had informed him about. It was seconded by Comm. Quinn and the Board went into closed session at 8:20.

At 8:59 the Board came out of closed sessions and Comm. Gethins made a move to adjourn the regular meeting at 9:00. The motion was seconded by Comm. Willans and passed unanimously by all Commissioners present.

Meeting was adjourned at 9:00

Respectfully submitted,

Janet Hammond