

**MINUTES - REGULAR MEETING**

**May 9, 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, Ehrich & Willans

Absent: None

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. Quinn 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, Ehrich & Willans

ABSENT: None

NAYS: None

**TREASURER’S REPORT**

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

AYES: Cobane, Gethins, Quinn, Ehrich & Willans

ABSENT: None

NAYS: None

**General Checking Account #7859643244**

**TD Bank**

Balance On Hand - March 31, 2022	<b>\$726,157.22</b>
April Checks	(\$115,668.38)

**Deposits for the Month of April 2022**

McNeil & Company	Delete Dodge Durango	\$498.35
Han Twp Bd of education	Training Income	\$2,475.00
Paulie G's	Permits & Fees	\$54.00
Johnny's Pizza	Permits & Fees	\$54.00
51 Parsippany rd vacant	Permits & Fees	\$54.00
Lexis - Nexis	Record Request	\$5.00
Township of Hanover	District Taxes	\$321,210.00
Whippany Fire Company	Cell Tower income	\$11,615.43
Chase Paymentech	Registration Fees	\$325.00
Registration fees	Cash & Checks	\$1,250.00
Casa Blanca	Permits & Fees	\$108.00

**Balance on Hand, April 31, 2022** (matches Quickbooks) **\$948,137.62**

Checks Submitted this Month's Meeting **\$280,347.31**

**Business 12 Month CD -x0575**      **Matures 12-7-22**  
**.05%**  
 Interest 8.81 **\$207,423.13**

**Business 6 Month CD - TD Bank X9425**      **Matures 9-4-22**  
**.05%**  
 Interest 8.99 **\$205,191.74**

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

**CHIEF'S REPORT:**

**Supplies, Equipment, and Maintenance**

- Supplies were purchased from Staples / Amazon

**Apparatus**

- Water leak repaired on E83
- Front Hubs / Wheel bearings replaced / repaired on 85

**Training**

April, we conducted 2 training drills

Class A Burn  
 Hose Line Advancement

**Purchases / Requests**

- New Turn out gear was ordered to avoid price increase

**Fire Prevention**

- 122 Inspections / re-inspections were conducted last month. \$ 2,416.00 in fees were billed and being collected. Total of \$10,745.00 for 2022

**EMS**

- (50) Calls were answered last month.

**Fire**

- (37) Calls were answered last month  
 87 Total calls answered

## **Other Matters and Announcements**

- Plan / spec reviews and Special event reviews were conducted.
- Met with CS Builders in regards to 55 South Jefferson Road
- Met @ 26 Parsippany Rd Hanover Mill to witness Hydrant test (now Live)
- Conducted inspections at construction sites (Parsippany RD and Eden Lane)
- Conducted site inspection @ 70 Route 10 (Performance Ford) on moving FDC and Knox Box
- Reviewed 5K Event Action Plan
- Meeting with Janet, Karen, and Jim Shultz on Merger and Budget items.
- Hiring of 1 FF/EMT see attached job posting
- Continue to work on application for Local Finance Board with attorney's office
- Worked with Leasing company to process credit application to lock in interest rate.
- Adopt resolution for LFB

Chief Perrello went over his report.

A motion was made to Accept eh Chief's report by Comm. Cobane. It was seconded by Comm. Willans and passed by the following vote:

AYES: Cobane, Gethins, Quinn, Ehrich & Willans

ABSENT: None

NAYS: None

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

## **COMMITTEE REPORTS**

**Personnel:** Nothing at this time

**Apparatus:** Water leak was repaired on 83 and 85 got new wheel bearings.

81 was dedicated to the veterans of Hanover Township. Because of Covid, we never had a formal dedication. It is usually done at the Memorial Day Parade at the Legion.

Also, there are 2 sets of doors with the 911 mural on them. One set to be hung here in the museum and the other was supposed to be donated to the American Legion on Memorial Day.

We should look into a timeline for the completion of the museum. We have trophy cases and display cases to be put up.

**Insurance:** Nothing at this time

**First Aid:** We responded to 50 EMS calls.

**TOWNSHIP** - Nothing at this time but Paul sent an email. On May 26<sup>th</sup>, the Township will honor the 200 Club recipients at their meeting. A round of applause was given for those recipients.

**FIRE CO:** - Matt Gallo will bring up the museum completion at the company meeting tomorrow night as well as splitting the cost of a digital sign for out in front of the building. For the record, a man came out and showed us a sample of a digital sign. The cost is about \$32,000 to \$33,000 + about \$600 for an upgrade. If we say \$40,000, it would be \$20,000 each. You can see video on it – the graphics are very good. It takes 240 volts so we'd have to run a wire out there unless we can get one to take 110 volts. The panels are replaceable. If something happens, you don't need to replace the whole sign. They will assist us in making any graphics we want to see on there.

We need to check with the town – we may need some kind of permit. Its 8' x 3'. The monument out there is wired for electric. It was always meant to have a sign some day.

Someone mentioned contacting Stuart Signs to get another estimate as long as we are now going forward with a digital sign.

It benefits everyone. You can advertise the 5k and the Open House. A reminder to change your smoke detector batteries with the time change, etc.

We have looked into a grant for this but it's difficult to get and it has a lot of restrictions. Every other message has to be about retention and recruitment.

Al asked if we have money in the budget for a sign. We'd have to find it somewhere.

Comm. Gethins is looking into a grant for the replacement SCBA bottles. We can use the fact that our bottles are 3 years out of NFPA compliance as our reason for applying for the grant.

We have \$8000 earmarked to buy cylinders but if we get the grant, we won't need to append it. That's why Paul is waiting to see before placing the order.

Jesse is still working on the landscaping project.

## **OLD BUSINESS –**

Re merging: Comm. Gethins has called the state to get the actual numbers of the types of calls we go on and the people involved. He couldn't get those numbers. He would like to know how many calls are EMT calls and what kinds of places they are going to.

Quinn – When those plans we just went over go into effect, it won't matter. All those numbers are going to jump greatly.

Gethins – On Good Friday, there were 3 calls and Cedar Knolls handled it.

Quinn – The merger – when is it going to happen?

Chief – It's full steam ahead and moving.

Gethins – They are working on combining the budgets now.

Quinn – With another 12,000 people, we need to hire at least 1, if not 2 new people here. I'd rather be pro-active and not wait.

Gethins – Ian is retiring – we may have to pay him unused pay. We had to pay Cortright. How much time will Ian have?

Chief – It depends on his plan.

Quinn – It takes 4-6 months to train someone.

Chief – We have to advertise for 30 days. He'd like someone to be here 3 months before the actual hire.

Gethins – asked how many hours do you work per week?

Ben – It depends – It's a rotating schedule.

Gethins – Do you work more than 80 hours in a 2-week period?

Ben – yes

Gethins – Figure out where you can work 40 hours a week. We have to work on this.

Quinn – No matter what – we need more people based on these plans.

Chief – It's about fire calls too – not just EMT. It's about a 5-year plan that you asked me for and I gave you to show how to satisfy staffing needs.

Gethins said that he is working with the DCA and the state.

Chief – But you're looking at 6 to 6. Our numbers are all skewed.

Quinn – It takes months to hire someone, and he'd be ready when Ian retires.

Ehrich – asked "Why don't you want to?"

Gethins – We're going to merge 2 departments. I'd like to see the numbers first.

Ehrich – What if we don't merge?

Quinn – I say let's be proactive. Put out an application by June. Otherwise, when Ian leaves we're stuck.

Gethins -Why not bring in part-time Inspectors? Jersey City has part time people doing inspections.  
Chief – In Jersey City they're all different people. Here, we're all wearing a lot of hats. In Ben, you get a Firefighter, an Inspector, and a Training Officer.

Quinn – I want a full time Inspector here.

Chief said he was looking to hire during the merger discussions.

Gethins wants to see the numbers. These new companies are not paying taxes – many of them are PILOT. Ian not retiring till next year – possibly June. We have time.

The discussion continued and then Comm. Quinn said he wants to bring it to a vote.

Comm. Gethins said he would like to wait and see the numbers.

A motion was made to hire 1 individual and post the job application this month. The motion was seconded by Commissioner Ehrich and failed by the following vote:

AYES: Quinn, & Ehrich

NAYS: Gethins, Willans and Cobane

Chief said we should discuss the staffing on calls.

Comm. Cobane looked at the yellow highlighted calls on the Chief's report.

Quinn – If we wait till Ian retires, we will be short handed.

Gethins – I never said to wait that long. Don't put words in my mouth. Would still like to talk to Atlantic and get them here to address concerns and questions up front.

Chief – Atlantic leaves town to answer other calls.

Gethins – Cedar Knolls leaves too. Let's at least talk to them.

Chief – They will balance bill our residents so nothing really changes for our side.

Once the merger goes through, we only need 1 ambulance.

Quinn asked Rob if his nay vote was because he's a volunteer.

Cobane – No – I would like to see the numbers too. It took about 6 months to hire Johnny. We have time before Ian leaves. We will see more numbers by next month.

Gethins – If we merge into one, we will need to provide the best service but at the best possible cost also.

Cobane – We need someone for Ian definitely - but not till later.

Ben – It took 9 months to hire me and Richie.

Willans – No reason to do it this month. We can wait till some of the merger numbers come out.

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Comm. Cobane had brought up to the company the prospect of splitting the cost of the band for the parade. The company said that the Commissioners have always paid for it. They liked South Park – their cost was \$1000.

A motion was made by Comm. Ehrich that the Board pay for the band. It was seconded by Comm.

Cobane and passed by the following vote;

. AYES: Cobane, Gethins, Quinn, Ehrich & Willans

ABSENT: None

NAYS: None

## **NEW BUSINESS –**

There will be a Rabies Clinic on November 5<sup>th</sup> from 10-12. The Board unanimously approved the use of the building.

Chief said that there will be a Memorial service for Ronald Barz this Saturday at the firehouse from 1:00 to 4:00. All are welcome.

June 14<sup>th</sup> – Flag retirement.

Steve Jayson from Denville contacted the chief about using our location for the Antique Fire Truck Muster on August 6<sup>th</sup> and August 20<sup>th</sup> from 8 am to 3 pm. They usually use Fireman’s Field in Boonton for that so there’s really no way they could fit that here. Paul will check with our insurance guy and let Mr. Jayson know.

There is a First responder Day for the High School on September 24<sup>th</sup>.

The 200 Club Award recipients received an award at the dinner.

The Board unanimously authorized the use of the apparatus for Memorial Day.

Comm. Ehrich asked about our 2 Cd’s. Is there something more lucrative that we can place the money in? We’ve always just rolled them over. Firefighter Bill Wodynski stated that the law says that public funds can only be placed in something safe. They have to be guaranteed. You can’t do things like invest in stocks with it. We might want to check with Man Lee, the auditor. Comm. Ehrich mentioned an annuity and he will look into it.

**PUBLIC PART OF THE MEETING** - 7 members of the public attended.

Dale Cowley asked for approval to use equipment for the 5k race. The Board agreed unanimously.

He also spoke with Fred Brunner about getting a social media consultant. It would be \$389 / month and the Commissioners and the Company could split it. There is also a set-up fee of \$189.

Apparently, there is a Fire dept page, the Company page, the District Page, Twitter and Facebook.

They would link everything and monitor the pages.

Having a web page and social media presence is good for our ISO Insurance rating.

Maybe wait till the merger to combine everything at once?

Comm. Cobane made a motion that we look into it, and get more information. The motion was seconded by Comm. Quinn and passed by the following vote:

AYES: Cobane, Gethins, Quinn, Ehrich & Willans

ABSENT: None

NAYS: None

## **BILLS**

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

AYES: Cobane, Gethins, Quinn, Ehrich & Willans

ABSENT: None

NAYS: None

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 Membership Dues & Subscriptions	-2,970.00
04/04/2022	11939	ESO	Utilities	-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 Membership Dues & Subscriptions	-586.01
04/08/2022	11944	Paul Perrello	Office Supplies	-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
04/13/2022	11960	NJ Advance Media	Advertising	-21.06
04/13/2022	11961	SMCMUA	Utilities	-430.84
04/13/2022	11962	CF Services	Engine 83	-873.08
04/13/2022	11963	Brunners Garage	Utility 85	-1,742.96
04/14/2022	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-10,746.29
04/15/2022	eft	Board of Fire Commissioners	-SPLIT-	-19,019.69
04/18/2022	11964	JCP&L 10 Troy	Utilities	-977.47

04/18/2022	11965	Whippany Pizza	Promotion	-137.78
04/18/2022	11966	Safeguard Business Systems	Office Supplies	-206.78
04/21/2022	11967	Lincoln Financial	Employee Benefits-LOSAP	-1,420.00
04/21/2022	11968	Daily Record	Advertising	-52.65
04/21/2022	11969	Standard Insurance Co	Life Insurance	-1,736.30
04/21/2022	11970	VE Ralph & Sons, Inc	Medical Supplies	-207.44
04/25/2022	11971	FIS On Site Services, LLC	Engine 83	-270.00
04/29/2022	11972	Amtrust North America	Insurance Premiums	-10,039.00
04/29/2022	11973	US Bank Equipment Finance	Copy Machine lease	-258.83
04/29/2022	11974	Verizon 838	Utilities	-183.07
04/29/2022	11975	EMP Training LLC	Training and Education	-200.00
04/29/2022	11976	CPR Baltimore	Medical Supplies	-134.72
04/29/2022	11977	Johnny's Pizza	Promotion	-330.91
04/29/2022	11978	Black Meadows Mutual Aid Association	Membership Dues & Subscriptions	-200.00
04/29/2022	11979	Morris County Public Safety Training Acad	Training and Education	-100.00
04/29/2022	11980	NJ Fire Equipment Co.	Purchase of Assets	-20,662.05
04/29/2022	11981	PMC Associates	Purchase of Assets	-1,419.90
04/29/2022	eft	Board of Fire Commissioners	Employee payroll	-21,622.52
05/04/2022	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-4,000.00
05/04/2022	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-700.00
05/04/2022	11982	Hanover Sewerage Authority 10 Troy Hills	Utilities	-2,873.58
05/04/2022	11983	Verizon Wireless 884	Utilities	-152.04
05/04/2022	11984	ESO	Membership Dues & Subscriptions	-246.40
05/04/2022	11985	Spectrum Communications	Car 87	-140.80
05/04/2022	11986	Amazon Business	Operating Materials & Supplies	-244.94
05/04/2022	11987	Air Group	Building Maintenance	-3,893.00
05/04/2022	11988	Braslow, Richard M. Esq	Legal	-900.00
05/04/2022	11989	NJ Fire Equipment Co.	SCBA Repair	-130.00
05/04/2022	11990	McNeil & Company	Insurance premiums	-9,067.25
05/04/2022	11991	Home Depot Credit Services	Shop Supplies	-192.83
05/04/2022	11992	Chenong, Darren	Fuel Vouchers	-15.00
05/04/2022	11993	Cobane, Rob	Fuel Vouchers	-25.00
05/04/2022	11994	Cowley, Dale	Fuel Vouchers	-40.00
05/04/2022	11995	Danus, James	Fuel Vouchers	-40.00
05/04/2022	11996	Danus, Joshua	Fuel Vouchers	-25.00
05/04/2022	11997	Desien, Marc	Fuel Vouchers	-40.00
05/04/2022	11998	Gallo, Matt	Fuel Vouchers	-40.00
05/04/2022	11999	Gethins, John	Fuel Vouchers	-25.00
05/04/2022	12000	Graziano, Jesse	Fuel Vouchers	-40.00
05/04/2022	12001	Hansch, Henry	Fuel Vouchers	-25.00
05/04/2022	12002	Jubinski, Ken	Fuel Vouchers	-40.00
05/04/2022	12003	Kelly, Brian	Fuel Vouchers	-75.00
05/04/2022	12004	Kelly, Eric	Fuel Vouchers	-40.00
05/04/2022	12005	Koba, Jack	Fuel Vouchers	-40.00
05/04/2022	12006	LaSota, Matthew	Fuel Vouchers	-15.00
05/04/2022	12007	Mihalko, Joseph Jr.	Fuel Vouchers	-40.00
05/04/2022	12008	Santini, Anthony	Fuel Vouchers	-25.00
05/04/2022	12009	Shearer, Derrick	Fuel Vouchers	-75.00



05/04/2022	12010	Tursi, Frank	Fuel Vouchers	-40.00
05/04/2022	12011	Van Seggern, Steven	Fuel Vouchers	-25.00
05/04/2022	12012	Willans, Benjamin	Fuel Vouchers	-25.00
05/04/2022	12013	Wodynski, William	Fuel Vouchers	-25.00
05/04/2022	12014	Ziccarello, Ricky	Fuel Vouchers	-15.00
05/09/2022	12015	Auto Zone	Repairs & Maintenance	-89.06
05/09/2022	12016	Finish Line Car Wash	Equipment	-12.00
05/09/2022	12017	Eastern Janitorial	Building Maintenance Uniforms and Personal Equipment	-605.00
05/09/2022	12018	HMC Design Studio	Equipment	-210.00
05/09/2022	12019	STAPLES CREDIT PLAN	Office Supplies	-191.04
05/09/2022	12020	PSE&G 10 Troy	Utilities	-512.22
05/09/2022	12021	Optimum 10 Troy	Utilities	-346.23
05/09/2022	12022	Police & Firemen's Insurance Association	Police & Fire Insurance	-586.01
				-
				<u>141,555.78</u>
				-
				<u><u>141,555.78</u></u>

At this time, Comm. Cobane made a motion to go into closed session to discuss a personnel matter. It was seconded by Comm. Quinn and the Board went into closed session at 8:41.

At 9:11 the Board came out of closed sessions and Comm. Willans made a move to adjourn the regular meeting at 9:00. The motion was seconded by Comm. Gethins and passed unanimously by all Commissioners present.

Meeting was adjourned at 9:11

Respectfully submitted,

Janet Hammond