

MINUTES - REGULAR MEETING

October 12, 2020

Commissioner Ray Woytas called the meeting to order on the above mentioned date at 7:30 pm, at 440 Route 10, in the bays - Whippany, NJ.

Commissioners present: Polo, Woytas, Kitchell, Cobane & Willans

Absent: None

Also present: Chief Joseph Cortright

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, Cobane, Polo & Willans

ABSENT: None

NAYS: None

TREASURER’S REPORT

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

AYES: Polo, Woytas Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

For the month of August 2020

General Checking Account #7859643244

TD Bank

Balance On Hand - July 31, 2020 **\$442,903.45**

August checks **(\$88,116.43)**

Deposits for the Month of July 2020

Township of Hanover	District Taxes	\$302,569.00
Whippany Park High School	Training Income CPR	\$120.00
State of NJ :Law & Public Safety	4th Qtr rebate	\$16,377.75
Whippany Fire Company	August	\$10,669.89
Write off old checks		\$1,348.52

Balance on Hand, August 31 2020 **\$685,872.18**

(matches Quickbooks)

Construction Checking Account #437-655294**TD Bank**Balance On Hand - July 31, 2020 **\$2,267,422.83**

Return of Escrow Deposit \$600,000.00

Robbie Conley Architects 122 (14070.40)

John Mondano 123 (3780.00)

JR Contracting 124 (292365.00)

FAST Fire & Security technologies 125 (611.00)

John Mondano 126 (5715.00)

Richard Braslow, Esq 127 (1740.00)

The KPV Group 128 (9968.40)

Robbie Conley Architects 129 (7035.20)

Balance on Hand, August 31, 2020**\$2,532,137.83****(matches Quickbooks)****CHIEF'S REPORT:****Supplies, Equipment, and Maintenance**

- Supplies were purchased from Home Depot.
- Supplies were purchased from Staples.
- Supplies were purchased from Auto Zone.
- All Hurst Equipment was serviced and tested for the year by State Line Fire & Safety.

Apparatus

- No issues.

Training

- Training for the month of September was:
 - CPR Training
 - Drilled at Pine Plaza twice
- Training for the month of October will be:
 - Already conducted a walk thru of the new building at Whippany Village.
 - If Pine Plaza is still available, we plan on going back there for the monthly training drills.

Purchases

- No purchase requests for the month. The gear that was approved last month has been ordered.

Fire Prevention

- (27) Inspections / re-inspections were conducted last month. \$0.00 in permit fees were collected.

EMS

- (33) Calls were answered last month. 0 transports.

Fire

- (39) Calls were answered last month.

Other Matters and Announcements

- Multiple Spec Reviews were completed.
- I am still participating in conference calls with East Hanover and Florham Park. They are now being held monthly.
- We have 4 members signed up to attend the fall RIC class at the Fire Academy.
- FF Bradley completed and passed the NJ Fire Inspectors class.
- At tomorrow's Fire Company meeting we will have 2 new members joining the company.
- This year we will not be visiting the day cares and schools for Fire Prevention. We purchased the giveaways for the kids and made a video that will be given to the schools to show to the kids at their convenience. The video was a joint project between us and Cedar Knolls. Craig Vagell from Cedar Knolls filmed and edited the video.
- David Paine has resigned from the Fire Company.
- We did a lighting detail at the high school last Friday for the football game and will continue for the rest of the games.

A motion was made to accept the Chief's report by Comm. Polo. It was seconded by Comm. Kitchell and approved unanimously.

COMMUNICATIONS - Nothing at this time

COMMITTEE REPORTS

Personnel: Chief reported that there are 2 new members coming in tomorrow. All their paperwork is done.

The Board announced that the position of Battalion Chief has been offered to Paul Perrello and he has accepted. The resolution appointing Mr. Perrello was read aloud and is attached to these minutes. The motion to approve the appointment of FF Perrello was made by Comm. Polo. It was seconded by Comm. Kitchell and passed by the following vote:

AYES: Polo, Woytas Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

Apparatus: See Chief's report

Insurance: Nothing at this time.

Dinner: Nothing at this time.

First Aid: We responded to 33 calls and 0 transports.

Relocation: A list of all the current Change Orders is attached to these minutes. The Board has previously discussed these orders and made decisions concerning them. Comm. Cobane made a motion that we **accept** Change Order numbers; 1,3,4,5,6,7,9,10,11,12,19,20,and 21A, 21C, 21D, 21E, and 21F. Part 21B is still up for discussion. Change order #8 and #13 were denied. The motion to approve those Change Orders was seconded by Comm. Kitchell and passed by the following vote:

AYES: Polo, Woytas Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

For Change Orders #17 & 18, we got credits back.

Treasurer Randy Polo said that we have a CD coming due in December. He suggested we NOT roll it over as we usually do in case it is needed for the completion of the new building in any way. We don't have a closing date yet on the old firehouse and don't want to be caught short.

Comm. Cobane made a motion to not roll the CD over and to put it into the main account. It was seconded by Comm. Kitchell and passed by the following vote:

AYES: Polo, Woytas Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

TOWNSHIP - No liaison present again.

FIRE CO: - Jack Koba congratulated Paul Perrello. Two new members are coming in tomorrow. FF Derrick Shearer reported that one has been through training and one still needs it.

OLD BUSINESS – LOSAP - is still tabled.

Regarding the letter from last month submitted to the Board by Richard Allocco, the Board has looked to our attorney for guidance. At this time, the Board does not feel that there is a conflict of interest and feels that it would hurt the department more than help it, to have Comm. Cobane step down.

NEW BUSINESS – Chief Cortright announced that his last day of work will be December 11th.

PUBLIC PART OF THE MEETING

5 members of the public attended.

BILLS

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

AYES: Polo, Woytas Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

09/08/2020	10764	Brunners Garage	New 84	-62.75
09/08/2020	10765	Optimum 10 Troy	Utilities	-259.76
09/08/2020	10766	PSE&G 10 Troy	Utilities	-33.09
09/08/2020	10767	STAPLES CREDIT PLAN	Office Supplies	-43.18
09/08/2020	10768	Verizon	Utilities	-632.91
09/08/2020	10769	State of NJ / Dept of Labor	Medical Benefits	-12.00
09/08/2020	10770	Emergency Reporting	Computers	-183.90
09/08/2020	10771	Nestle Pure Life Direct	Water	-104.86
09/08/2020	10772	Cobane, Rob	Fuel Vouchers	-70.00
09/08/2020	10773	Cook, Michael	Fuel Vouchers	-20.00
09/08/2020	10774	Gallo, Matt	Fuel Vouchers	-20.00
09/08/2020	10775	Gethins, John	Fuel Vouchers	-20.00
09/08/2020	10776	Graziano, Jesse	Fuel Vouchers	-20.00
09/08/2020	10777	Kelly, Brian	Fuel Vouchers	-20.00
09/08/2020	10778	Kelly, Eric	Fuel Vouchers	-20.00
09/08/2020	10779	Kelly, Jonathan	Fuel Vouchers	-20.00
09/08/2020	10780	Kelly, Tim	Fuel Vouchers	-20.00
09/08/2020	10781	Koba, Jack	Fuel Vouchers	-20.00
09/08/2020	10782	Makowski, Joseph	Fuel Vouchers	-20.00
09/08/2020	10783	Mihalko, Joseph Jr.	Fuel Vouchers	-20.00
09/08/2020	10784	Ryan Okolita	Fuel Vouchers	-20.00

09/08/2020	10785	Shearer, Derrick	Fuel Vouchers	-70.00
09/08/2020	10786	Tursi, Frank	Fuel Vouchers	-20.00
09/08/2020	10787	Benjamin Willans	Fuel Vouchers	-20.00
09/08/2020	10788	Wittnebert, John	Fuel Vouchers	-20.00
09/08/2020	10789	Ziccarello, Ricky	Fuel Vouchers	-20.00
09/08/2020	10790	Police & Firemen's Insurance Association	Police & Fire Insurance	-508.30
09/08/2020	10791	JCP&L Fieldstone	Utilities	-15.00
09/08/2020	10792	Lifesavers, Inc.	CPR Training Expense	-120.00
09/08/2020	10793	Finish Line Car Wash	Car Washes	-9.03
09/08/2020	10794	Auto Zone	Operating Materials & Supplies	-25.00
09/08/2020	10795	Stewart & Stevenson Power Products	Building Maintenance	-2,836.00
09/08/2020	10796	Amtrust North America	Insurance Premiums	-4,018.00
09/08/2020	10797	JCP&L 10 Troy	Utilities	-195.33
09/14/2020	10799	PSE&G	Utilities	-39.36
09/14/2020	10800	JCP&L	Utilities	-1,598.47
09/14/2020	10801	Amtrust North America	Insurance Premiums	-3,919.00
09/14/2020	10802	Stewart-Morris, Inc.	Operating Materials & Supplies	-630.00
09/14/2020	10803	Paul Perrello	Reimbursements	-111.37
09/14/2020	10804	Palermos Pizza	Promotion	-35.23
09/14/2020	10805	Amtrust North America	Insurance Premiums	-4,018.00
09/14/2020	10806	County of Morris Treasurer	Dispatching Services	-22,529.00
09/14/2020	10807	NJ Fire Equipment Co.	Testing	-3,664.46
09/15/2020	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-11,814.90
09/15/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-700.00
09/15/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-3,000.00
09/15/2020	eft	Board of Fire Commissioners	Employee Payroll	-22,617.72
09/21/2020	10808	Township of Hanover	Gasoline / Diesel	-434.01
09/21/2020	10809	US Bank Equipment Finance	Copy Machine lease	-280.50
09/21/2020	10810	SMCMUA	Utilities	-217.02
09/21/2020	10811	SMCMUA 10 Troy	Utilities	-100.60
09/21/2020	10812	Standard Insurance Co	Life Insurance	-1,897.40
09/28/2020	10814	Home Depot Credit Services	Shop Supplies	-607.70
09/28/2020	10815	Optimum	Utilities	-281.36
09/28/2020	10816	State Line Fire & Safety, Inc.	Equipment	-4,502.15
09/28/2020	10817	Verizon	Utilities	-232.92
09/28/2020	10818	Fail Safe Testing	Hose - Test Membership Dues & Subscriptions	-147.00
09/28/2020	10819	Fire Protection Publications		-92.50
09/30/2020	eft	Board of Fire Commissioners	Employee Payroll	-21,947.01
10/05/2020	10820	STAPLES CREDIT PLAN	Office Supplies	-407.02
10/05/2020	10821	Police & Firemen's Insurance Association	Police & Fire Insurance	-508.30
10/05/2020	10822	Optimum 10 Troy	Utilities	-259.80
10/05/2020	10823	Verizon Wireless	Utilities	-152.04
10/05/2020	10824	Township of Hanover	Gasoline / Diesel	-373.05
10/05/2020	10825	Alert-all Corporation	Promotion	-1,572.00
10/05/2020	10826	Emergency Reporting	Computers	-183.90
10/05/2020	10827	Nestle Pure Life Direct	Water	-112.86
10/05/2020	10828	Lifesavers, Inc.	CPR Training Expense	-186.00
10/05/2020	10829	Hanover Sewerage Authority 10 Troy Hills	Utilities	-241.20
10/05/2020	10830	Hanover Sewerage Authority	Utilities	-433.35

10/05/2020	10831	Cobane, Rob	Fuel Vouchers	-70.00
10/05/2020	10832	Cowley, Dale	Fuel Vouchers	-20.00
10/05/2020	10833	Gallo, Matt	Fuel Vouchers	-20.00
10/05/2020	10834	Gethins, John	Fuel Vouchers	-20.00
10/05/2020	10835	Graziano, Jesse	Fuel Vouchers	-20.00
10/05/2020	10836	Kelly, Eric	Fuel Vouchers	-20.00
10/05/2020	10837	Kelly, Tim	Fuel Vouchers	-20.00
10/05/2020	10838	Koba, Jack	Fuel Vouchers	-20.00
10/05/2020	10839	Makowski, Joseph	Fuel Vouchers	-20.00
10/05/2020	10840	Mihalko, Joseph Jr.	Fuel Vouchers	-20.00
10/05/2020	10841	Ryan Okolita	Fuel Vouchers	-20.00
10/05/2020	10842	Pavone, Matthew	Fuel Vouchers	-20.00
10/05/2020	10843	Shearer, Derrick	Fuel Vouchers	-70.00
10/05/2020	10844	Tursi, Frank	Fuel Vouchers	-20.00
10/05/2020	10845	Benjamin Willans	Fuel Vouchers	-20.00
10/05/2020	10846	Willans, Steve	Fuel Vouchers	-20.00
10/05/2020	10847	Wittnebert, John	Fuel Vouchers	-20.00
10/05/2020	10848	Ziccarello, Ricky	Fuel Vouchers	-20.00
10/12/2020	10849	JCP&L 10 Troy	Utilities	-206.64
10/12/2020	10850	Morristown Medical Group	Medical Uniforms and Personal Equipment	-840.00
10/12/2020	10851	Witmer Associates, Inc	Medical Uniforms and Personal Equipment	-252.00
10/12/2020	10852	SMCMUA 10 Troy	Utilities	-387.30
10/12/2020	10853	PSE&G	Utilities	-52.38
10/12/2020	10854	Technical Fire Services, Inc	Pumps - Test	-525.00
10/12/2020	10855	IFSTA Int'l Fire Service Training Assoc.	Training and Education	<u>-92.50</u>
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				122,182.13

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

Meeting was adjourned at 8:30.

Respectfully submitted,
Janet Hammond