

MINUTES - REGULAR MEETING

November 9, 2020

Commissioner Ray Woytas called the meeting to order on the above mentioned date at 7:00 pm, in the bays at 440 Route 10, Whippany.

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

Absent: None

Also present: Chief Joseph Cortright, Battalion Chief Paul Perrello

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 the last meeting. Comm. Cobane made a motion to accept the minutes. The move was seconded by Comm. Polo and it was carried by the following vote:

AYES: Woytas, Polo, Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

TREASURER’S REPORT

Randy mentioned that the CD due in December, we had approved to NOT roll over in case it is needed. It's a 12 month - value is \$206,603.20.

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

AYES: Woytas, Kitchell, Polo, Cobane & Willans

ABSENT: None

NAYS: None

For the month of October 2020

General Checking Account #7859643244

TD Bank

Balance On Hand - September 30, 2020 **\$590,530.14**

October Checks **(\$50,010.91)**

Deposits for the Month of October 2020

Township of Hanover	District Taxes	\$302,569.00
Whippany Fire Company	October	\$10,669.89
Shake Shack Trucks	Permits & Fees	\$54.00
NJ Advance Media	Overpayment	\$15.50

Balance on Hand, October 31, 2020 **\$853,827.62**

(matches Quickbooks)

Checks Submitted this Month's Meeting **\$91,772.68**

Construction Checking Account #437-6555294

TD Bank

Balance On Hand -September 30, 2020 **\$2,494,107.74**

JR Contracting & Environmental Consulting	135	(133251.82)
Richard Braslow	136	(600.00)
JR Contracting & Environmental Consulting	137	(349281.58)
John Mondano	138	(6840.00)
Bowman Consulting	139	(2341.25)
All Jersey Garage Doors	140	(275.00)
John Mondano	141	(5310.00)

Balance on Hand, October 31, 2020 **\$1,996,208.09**

(matches Quickbooks)

CHIEF'S REPORT:

Chief Cortright noted that this was his last meeting and he thanked the Board and Janet for working with him. He wished all future Boards and personnel good luck.

Supplies, Equipment, and Maintenance

- Supplies were purchased from Home Depot.
- Supplies were purchased from Staples.
- Supplies were purchased from Auto Zone.

Apparatus

- Oil Pressure Gauge for R80 is in and will be replaced.
- New turn signal arm is in and will be replaced on E 83

Training

- Training for the month of October was:
 - Walk Thru Whippany Village Construction Site
 - Drilled at Pine Plaza twice – Ground Ladders and Hose Line Advancement & Overhaul.
- Training for the month of November will be:
 - Vehicle extrication.
 - If Pine Plaza is still available, we plan on going back there for the monthly training drills.

Purchases

- Request to purchase voice over IP phones for new station @ \$2000 with a \$350 per month leasing fee.

Fire Prevention

- (52) Inspections / re-inspections were conducted last month. \$54.00 in permit fees were collected.

EMS

- (36) Calls were answered last month. 1 transport – Drove rig

Fire

- (39) Calls were answered last month.

Other Matters and Announcements

- I am still participating in conference calls with East Hanover and Florham Park. They are now being held monthly.
- We have 3 members attend and successfully complete the RIC class at the Fire Academy.
- The giveaways for the kids and video have been 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.
- We did a lighting detail at the high school last Friday for the football game and will continue for the rest of the games.
- Met with Bowman Consulting in regard to proposed Starbucks @ 440 Route 10.
- Met with Mr. Forgione in regards to Pine Plaza Development.
- Conducted plan review of Phase 1 River Park Development.
- Requesting permission to donate old non NFPA compliant turn out gear, bailout system and Gemtor harnesses to the 9-1-1 fund. Also see attached release of liability for donated equipment.

---Battalion Chief Perrello went over the Chief's report. He had one purchase request - for a new phone for the new building. The Chairman asked for a motion to purchase the system with no response. There were quite a few questions about the new system. There is a leasing fee of \$350 per month that is ongoing.

A discussion about the phone system took place. The Chiefs stated that it way too costly to move our system over there. This system works with the internet. It has Voice-Over capability, and call-forwarding to the cell phones. There is a paging button in back where it would ring to the phone and then you can buzz someone in from any extension.

Robbie asked if this was how we are going to access the building now.

Chief Cortright said we're not leaving it unlocked. There will be a call button.

\$2000 buys the phones and the service. The \$350 is on top of that - like a lease - like the one we have for the copy machine. It covers the programming but the phones are our responsibility.

The company is a sub-contractor of PBS - where we get our copy machine.

We do need a landline.

We do own the current system outright.

The Board would like to table this and look into it further to better understand it.

-----Ben Bradley contacted the 911 Fund regarding our old Bail Out harnesses and Gemtor harnesses as well as some turnout gear. They will accept it. But we need to run the attached Liability Release past our attorney before we say yes to donating them. Randy will set it to Braslow.

There are about 16 coats and 5 or 6 pants and 15 harnesses.

A motion was made to donate the above mentioned items contingent upon approval of the attorney. The motion was made by Comm. Kitchell and seconded by Comm. Polo. It was passed by the following vote:

AYES: Woytas, Kitchell, Polo, Cobane & Willans

ABSENT: None

NAYS: None

Paul pointed out that he has done one of the Chief's reports a little differently. He will print it from Emergency Reporting and it's a more thorough report, showing which apparatus and personnel went on each call.

COMMUNICATIONS -

- From Richard Braslow - a timetable for submitting the budget and sample resolutions if we need them.
- A letter to the Division of Fire Safety naming Paul Perrello as our appointment to Battalion / Acting Chief due to the Chief's retirement.

COMMITTEE REPORTS

Personnel: Nothing at this time.

Apparatus: 83 was fixed. Paul reported that we did not receive the grant. It was suggested that we re-apply in December. We are going to look into companies that DID receive the grants and see if we can see what we're missing.

Insurance: Randy asked if we need to have the insurance company come out and reassess our property for insurance purposes. Are they even aware that we own this new building now? Chief Cortright said that yes, Al Latanzio is aware and knows we took ownership.

Dinner: Nothing at this time.

First Aid: 36 calls this month and 1 transport.

Relocation: We are finalizing the colors tomorrow, if anyone wants to come out. A local tile company put in a bid to JR. Samples were provided.

Do we have any change orders? The one for the steel came in. It's \$67,121.

Township: No report at this time.

FIRE CO: Nothing at this time

OLD BUSINESS – LOSAP - The Board has decided that they will fund it again this year. They would like the Chief to review it, but anyone who got it last year, will again. Unless they are someone who got it last year and has done nothing this year - Or didn't get it last year but really pitched in this year. They're looking for extremes.

NEW BUSINESS – Nothing at this time.

PUBLIC PART OF THE MEETING

8 members of the public attended.

Someone asked about the elections coming up in March. How do we handle that during the Covid pandemic? If we have to mail out ballots, the Local Finance Board may not have the districts delineated. This needs to be looked into.

Rich Allocco addressed the Board regarding Rob Cobane being a Commissioner and a Deputy Chief. He cited some rules from the state that covered conflicts of interest, should any arise. The Board has addressed this with our attorney already and rendered a decision at the last meeting. The Board finds it to be beneficial to the department to have Robbie as a Commissioner and a Chief at this time.

Robbie's knowledge and contributions on the Board have been instrumental in assisting during the transition to the new firehouse. He has also decided to give up one of the stipends that accompany these positions.

A heated discussion followed with Mr. Allocco accusing the Board of not following the rules.

At this time, Bob Johnston spoke up and said that he has been here for 33 years and Robbie does a great job as Chief. He had an incident last Saturday and both Robbie and Chief Perrello showed up and did a great job.

We would like to congratulate 3 guys who completed their RIC training; Jack Koba, Ben Willans, and Eric Kelly.

All Seasons Maintenance donated 4 vehicles for us to train on, and then took them away afterward. We need a thank you note written to them.

Also, a thank you note should go to Hilltop Landscaping for the yard cleanup at the new firehouse - Peter Gethins.

Chief Cortright asked if it was OK if he keeps his cell phone number when he leaves. The Board said sure. He will transfer service into his name when he leaves in December.

BILLS

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

AYES: Woytas, Polo, Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

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	-840.00
10/12/2020	10851	Witmer Associates, Inc	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	0.00
10/15/2020	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	11,968.40
10/15/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-634.55
10/15/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-4,544.30
10/15/2020	eft	Board of Fire Commissioners	Employee payroll	21,197.41
10/19/2020	10856	US Bank Equipment Finance	Copy Machine lease	-255.00
10/19/2020	10857	Township of Hanover	Gasoline / Diesel	-123.80
10/19/2020	10858	Matthew Bender & Co.	Membership Dues & Subscriptions	-245.52
10/19/2020	10859	Palermo's Pizza	Promotion	-109.49
10/19/2020	10860	SmartDraw Software	Office Supplies	-178.35
10/19/2020	10861	Safeguard Business Systems	Office Supplies	-175.58
10/19/2020	10862	Morris County Fire Prevention Assoc. Inc.	Membership Dues & Subscriptions	-350.00
10/19/2020	10863	Electronic Measurement Labs	Meters	-46.79
10/25/2020	10864	Standard Insurance Co	Life Insurance	-1,897.40
10/25/2020	10865	Brunners Garage	Car 87	-1,131.48
11/02/2020	eft	Board of Fire Commissioners	Employee payroll	-307.59
11/02/2020	eft	Board of Fire Commissioners	Employee payroll	20,765.98
11/02/2020	10866	Home Depot Credit Services	Shop Supplies	-211.16
11/02/2020	10867	McNeil & Company	Insurance Premiums	11,487.00
11/02/2020	10868	Morris County Public Safety Training Acad	Training and Education	-550.00
11/02/2020	10869	Turnout Fire & Ssafety - Little Falls	Uniforms and Personal Equipment	-517.97
11/02/2020	10870	NJ Fire Equipment Co.	Operating Materials & Supplies	-924.00
11/02/2020	10871	Verizon Wireless	Utilities	-152.04
11/02/2020	10872	Optimum 10 Troy	Utilities	-259.80
11/02/2020	10873	Verizon	Utilities	-233.00
11/02/2020	10874	Optimum	Utilities	-281.44
11/03/2020	10875	Emergency Reporting	Computers	-183.90
11/03/2020	10876	Cobane, Rob	Fuel Vouchers	-70.00
11/03/2020	10877	Cowley, Dale	Fuel Vouchers	-20.00
11/03/2020	10878	Gallo, Matt	Fuel Vouchers	-20.00
11/03/2020	10879	Gethins, John	Fuel Vouchers	-20.00
11/03/2020	10880	Kelly, Eric	Fuel Vouchers	-20.00
11/03/2020	10881	Kelly, Tim	Fuel Vouchers	-20.00
11/03/2020	10882	Koba, Jack	Fuel Vouchers	-20.00
11/03/2020	10883	Makowski, Joseph	Fuel Vouchers	-20.00
11/03/2020	10884	Mihalko, Joseph Jr.	Fuel Vouchers	-20.00
11/03/2020	10885	Mihalko, Marianna	Fuel Vouchers	-20.00
11/03/2020	10886	Ryan Okolita	Fuel Vouchers	-20.00

11/03/2020	10887	Pavone, Matthew	Fuel Vouchers	-20.00
11/03/2020	10888	Shearer, Derrick	Fuel Vouchers	-70.00
11/03/2020	10889	Tursi, Frank	Fuel Vouchers	-20.00
11/03/2020	10890	Van Seggern, Steven	Fuel Vouchers	-20.00
11/03/2020	10891	Benjamin Willans	Fuel Vouchers	-20.00
11/03/2020	10892	Winkler, Sean	Fuel Vouchers	-20.00
11/03/2020	10893	Wittnebert, John	Fuel Vouchers	-20.00
11/03/2020	10894	Woytas, Raymond	Fuel Vouchers	-20.00
11/03/2020	10895	Woytas, Tyler	Fuel Vouchers	-20.00
11/03/2020	10896	Ziccarello, Ricky	Fuel Vouchers	-20.00
11/09/2020	10897	Nestle Pure Life Direct	Water	-117.85
11/09/2020	10898	Police & Firemen's Insurance Association	Police & Fire Insurance	-508.30
11/09/2020	10899	PSE&G 10 Troy	Utilities	-54.84
11/09/2020	10900	Amtrust North America	Insurance Premiums	-3,993.00
11/09/2020	10901	STAPLES CREDIT PLAN	Office Supplies	-503.05
11/09/2020	10902	Finish Line Car Wash	Car Washes	-9.03
11/09/2020	10903	Gogel Tire Company	Repairs & Maintenance	<u>-181.82</u>
				-
				91,772.68

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

Meeting was adjourned at 8:17.

Respectfully submitted,
Janet Hammond