

MINUTES - REGULAR MEETING

February 10, 2020

Commissioner Ray Woytas called the meeting to order on the above mentioned date at 7:30 pm, at the Fire Commissioner’s office at 434 Route 10, Whippany, NJ.

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

Absent: None

Also present: Chief Joseph Cortright, Brian Cahill, and Township Liaison

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. Willans 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, Polo, Kraley & 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. Kraley seconded the move and it was carried by the following vote:

AYES: Woytas, Kitchell, Polo, Kraley & Willans

ABSENT: None

NAYS: None

General Checking Account #7859643244

TD Bank

Balance On Hand - December 31, 2019 **\$556,320.04**

January checks (\$216,734.35)

Deposits for the Month of January 2020

Division of Fire Safety - 1st quarter	Uniform Fire Safety Act	\$4,773.28
Township of Hanover	December false alarms	\$150.00
Cambrex Pharmaceutical	Permits & Fees	\$695.00

Balance on Hand, January 30, 2020 **\$345,203.97**
(matches Quickbooks)

Checks Submitted this Month's Meeting **\$290,640.27**

Construction Checking Account #437-6555294

TD Bank

Balance On Hand - December 20, 2019	TO OPEN ACCOUNT	\$2,425,657.66
December Checks	reimbursements	(55186.00)
January checks	Bank wire fee	(15.00)
Robbie Conley		(12540.00)
Bowman Consulting		(8125.00)
Richard Braslow, Esq.		(10950.00)

Balance on Hand, January 30, 2020 **\$2,338,841.66**
(matches Quickbooks)

Checks Submitted this Month's Meeting	\$38,942.50
Bowman Consulting	(7312.50)

CHIEF'S REPORT:

Supplies, Equipment, and Maintenance

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

Apparatus

- CF Services replaced the batteries in Engine 82 and 83.
- Brunner's Garage replaced leaking transmission lines and completed a service on Unit 85.

Training

- Training for the month of January was Blood Bourne/RTK.
- Training for the month of February will be a walk through on the 18th and SCBA refresher on the 25th.

Purchases

- No purchase requests for the month.

Fire Prevention

- (86) Inspections / re-inspections were conducted last month. (30) Pre plan updates were completed last month. \$1,803.00 was collected in permit fees and fines.

EMS

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

Fire

- (41) Calls were answered last month.

Other Matters and Announcements

- Multiple Spec Reviews were completed.
- Engine 81 was put back on Gov Deals. The auction is over at 5pm this evening.
- LOSAP for 2019 has been completed.
- 2019 yearly percentages have been completed and turned into the Relief Association for submittal to the state.
- Josh Makowski has returned to full duty.
- We responded to Parsippany Dist. 5 once in January.
- I met with Anthony Facchino regarding multiple projects going on in town.
- No updates on the vehicle that is on order.
- Paul is working on the 2019 AFG Grant. We will be requesting a ladder truck.
- I went to Stewart Morris to get Plaques made for Engine 81. I am waiting on proofs.

Chief reported that Mid 81 had a final bid on Gov Deals for \$11.055. It is also being evicted from its storage place so he recommended we take the offer.

A motion was made by Comm. Polo that we accept the Chief's recommendation to sell Mid 81 and also to accept the Chief's report. The motion was seconded by Comm. Kitchell and passed by the following vote:

AYES: Woytas, Kitchell, Polo, Kraley & Willans

ABSENT: None

NAYS: None

COMMUNICATIONS -

1. A letter from TD Bank stating that our CD is coming due soon. We will let it roll over.
2. VFIS - a copy of the check sent to Josh Makowski for Worker's Comp for his injury.
3. A 1099 from Amtrust for \$1447.28 - Our worker's Comp - probably the amount sent to Josh.

COMMITTEE REPORTS

Personnel: Everyone is back and healthy.

Apparatus: Chief and Richie Allocco are looking at a pickup truck for sale.

Insurance: Mike Cowley is in the PFRS pension system now. He owes back payments and Randy worked out a payment schedule with him.

Dinner: Nothing at this time.

First Aid: We responded to 62 calls and 0 transports.

Relocation: The bids have gone out. There was a pre-bidding meeting at which 14 bidders showed up. Someone told the Fred that 60% of those who show up make a bid. Also, the meeting wasn't mandatory so there may be others who took a bid package too. The opening will be March 4th at 2:00.

- Chief and Ray signed a Letter of Intent for the career staff to occupy the Skurla second floor when we move out of here. The lease is for 6 months and then on a month to month basis. Owner said we can move stuff in earlier.
- Ian talked to Molly Malone's owners. They have said we can use their parking lot for the staff to park while we are at the Skurla property as there is no parking in the lease. Chief said we also may be able to work out some parking with whoever the contractor is.
- We got a check from Craig Leaman which is the January payment for the cell tower from the Company. Robbie Cobane mentioned that they may be able to direct deposit it for us. But that would be taxable income for the Commissioners and we're not allowed to do that. It might cloud our 501 3C status. We may be able to bounce it. Direct deposit it into the Fire Company account and then direct it into the Commissioners from there.

Tom Braviak reported that the Starbucks got preliminary approval at the Jan. 21st meeting. The town has asked them to do a few more things - like Belgian block on School Street. There may be a discussion over whether some items are their responsibility or the town's. They have to work that out. Frontier provided Tom with a timeline that says the closing could be as early as end of March. Then we have 60 days to get out.

Township: Brian Cahill wanted to know what the budget percentage was and what it is going to. Derrick Shearer had the numbers. It was .067 and is going to .075 per 100. That is because of 2 items mainly - the new truck's 3 year payments and the bonds. Mr. Lent from the newspaper wanted to know.

FIRE CO: The Chief Okayed the use of an apparatus for the St. Patrick's Day parade.

OLD BUSINESS – Randy got an email from TD Bank. We are transferring our new construction account and our main account to be Money Market accounts. We will get something like 2.3% on the accounts. We held off doing this until the election is over as we will need new signature cards for everyone anyway. When the Construction account starts dropping, they may look at the rate again, and may lower it. But it is still better than getting no interest at all.

Election is the weekend. Jim Kitchell has everything ready.

NEW BUSINESS – Joe Giorgio told Randy he received an enquiry about renting out the firehouse for a wedding. Randy will answer the email. We are not renting it out and it hasn't even been completed yet.

Rob Cobane reported that the Company got an offer to buy the cell tower for \$2.3 million. He gets these offers from time to time but this is the highest one he's received. His opinion is that it will still be worth more down the road and we should let it ride.

Tom Braviak also pointed out that the cell tower is a sub-division. The Fire Company retains ownership of that lot and block only as long as we maintain it. If we don't operate it, any proceeds would have to go to the purchaser of our property. It's in the contract.

Also, that money would only cover about 18 years of rent due to the Commissioners and the Company would still have to make up the difference.

PUBLIC PART OF THE MEETING

9 members of the public attended. Rich Allocco said to come out and vote.

BILLS

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

AYES: Woytas, Kitchell, Polo & Willans

ABSENT: Kraley

NAYS: None

01/06/2020				-
	10329	PNC Equipment Finance	Purchase of Assets	130,862.65
01/06/2020	10330	Hanover Sewerage Authority 10 Troy Hills	utilities	-242.85
01/06/2020	10331	Hanover Sewerage Authority	utilities	-433.43
01/06/2020	10332	SMCMUA	utilities	-202.42
01/06/2020	10333	SMCMUA 10 Troy	Utilities	-93.15
01/06/2020	10334	VFIS	Insurance Premiums	-6,693.00
01/06/2020	10335	Optimum 10 Troy	Utilities	-256.36

01/06/2020	10336	Nestle Pure Life Direct	Water	-104.86
01/06/2020	10337	Optimum	Utilities	-280.99
01/06/2020	10338	Verizon Wireless	Utilities	-152.04
01/07/2020	10341	Cobane, Rob	Fuel Vouchers	-70.00
01/07/2020	10342	Cowley, Dale	Fuel Vouchers	-30.00
01/07/2020	10343	Gallo, Matt	Fuel Vouchers	-10.00
01/07/2020	10344	Gethins, John	Fuel Vouchers	-30.00
01/07/2020	10345	Graziano, Jesse	Fuel Vouchers	-30.00
01/07/2020	10346	Kelly, Brian	Fuel Vouchers	-20.00
01/07/2020	10347	Kelly, Eric	Fuel Vouchers	-20.00
01/07/2020	10348	Kelly, Tim	Fuel Vouchers	-10.00
01/07/2020	10349	Koba, Jack	Fuel Vouchers	-20.00
01/07/2020	10350	Lori, Anthony	Fuel Vouchers	-20.00
01/07/2020	10351	Pavone, Matthew	Fuel Vouchers	-30.00
01/07/2020	10352	Shearer, Derrick	Fuel Vouchers	-70.00
01/07/2020	10353	Tursi, Frank	Fuel Vouchers	-30.00
01/07/2020	10354	Wittnebert, John	Fuel Vouchers	-30.00
01/07/2020	10355	Wodynski, William	Fuel Vouchers	-20.00
01/07/2020	10356	Woytas, Tyler	Fuel Vouchers	-10.00
01/07/2020	10357	Ziccarello, Ricky	Fuel Vouchers	-20.00
01/07/2020	10358	JCP&L 10 Troy	Utilities	-262.11
01/07/2020	10359	STAPLES CREDIT PLAN	Office Supplies	-433.75
01/07/2020	10360	SMCMUA 10 Troy	Utilities	-257.91
01/07/2020	10361	SMCMUA 10 Troy	Utilities	-100.70
01/07/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-2,419.10
01/07/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-784.55
01/12/2020	10362	Auto Zone	Operating Materials & Supplies	-76.95
01/12/2020	10363	Township of Hanover	Diesel / Gas	-690.99
01/12/2020	10364	JCP&L Fieldstone	Utilities	-24.00
01/12/2020	10365	Amtrust North America	Insurance Premiums	-4,301.00
01/12/2020	10366	PSE&G 10 Troy	Utilities	-1,231.11
01/12/2020	10367	Brunners Garage	New 84	-184.75
01/12/2020	10368	All Jersey Garage Doors	Building Maintenance	-175.00
01/12/2020	10369	Palermo's Pizza	Promotion	-30.02
01/13/2020	10370	CF Services	Repairs & Maintenance	-5,321.99
01/13/2020	10371	Finish Line Car Wash	Car Washes	-18.06
01/13/2020	10372	Police & Firemen's Insurance Association	Police & Fire Insurance	-508.30
01/15/2020	10339	NJ Division of Pensions & Benefits Health	Medical Benefits	-11,968.40
01/15/2020	eft	Board of Fire Commissioners	Employee Payroll	-19,448.64
01/18/2020	10373	Palermo's Pizza	Promotion	-143.50
01/18/2020	10374	PSE&G	utilities	-1,270.33
01/18/2020	10375	Eagle Auto Body	Operating Materials & Supplies	-56.87
01/18/2020	10376	JCP&L	utilities	-565.25
01/26/2020	10377	Emergency Reporting	Computers	-159.91
01/26/2020	10378	Standard Insurance Co	Life Insurance	-1,915.30
01/26/2020	10379	US Bank Equipment Finance	Copy Machine lease	-255.00
01/26/2020	10380	Optimum	Utilities	-280.02
01/26/2020	10381	CPR Baltimore	CPR Training Expense	-124.99
01/26/2020	10382	Brunners Garage	Utility 85	-608.41

01/26/2020	10383	POSTMASTER	Office Supplies	-110.00
01/26/2020	10384	Janet Gant-Hammond	Reimbursements	-28.55
01/26/2020	10385	CF Services	Repairs & Maintenance	-91.13
01/30/2020	eft	Board of Fire Commissioners	Employee Payroll	-1,449.01
01/30/2020	eft	Board of Fire Commissioners	Employee Payroll	-21,647.00
02/01/2020	10386	Verizon	Utilities	-239.76
02/01/2020	10387	Microsoft / Office 365	Computers	-270.00
02/01/2020	10388	Home Depot Credit Services	Shop Supplies	-87.95
02/01/2020	10389	Verizon Wireless	Utilities	-152.04
02/01/2020	10390	Approved Fire Protection	Extinguisher - Test	-192.08
02/01/2020	10391	NJ Career Chiefs Association	Membership Dues & Subscriptions	-375.00
02/01/2020	10392	FF1 Firefighter One, LLC	Operating Materials & Supplies	-818.08
02/01/2020	10393	Concern	Membership Dues & Subscriptions	-500.00
02/01/2020	10394	Black Meadows Mutual Aid Association	Membership Dues & Subscriptions	-100.00
02/01/2020	10395	Township of Hanover	Gasoline / Diesel	-355.03
02/01/2020	10396	Safeguard Business Systems	Office Supplies	-191.21
02/08/2020	10397	Lincoln Financial	Employee Benefits-LOSAP	-43,094.00
02/08/2020	10398	Emergency Reporting	Computers	-159.91
02/08/2020	10399	Nestle Pure Life Direct	Water	-199.73
02/08/2020	10400	McNeil & Company	Insurance premiums	-10,684.25
02/08/2020	10401	PSE&G 10 Troy	Utilities	-1,038.66
02/08/2020	10402	STAPLES CREDIT PLAN	Office Supplies	-486.83
02/08/2020	10403	JCP&L	utilities	-1,094.39
02/08/2020	10404	MCAAFC	Membership Dues & Subscriptions	-25.00
02/08/2020	10405	Township of Hanover	Gasoline / Diesel	-196.64
02/08/2020	10406	Approved Fire Protection	Extinguisher - Test	-633.37
02/08/2020	10407	Stewart & Stevenson Power Products	Building Maintenance	-4,565.00
02/08/2020	10408	Optimum 10 Troy	Utilities	-258.81
02/08/2020	10409	Police & Firemen's Insurance Association	Police & Fire Insurance	-508.30
02/08/2020	10410	Morristown Medical Group	Medical	-420.00
02/08/2020	10411	Richard M. Braslow, Esq.	Legal	-395.00
02/08/2020	10412	JCP&L 10 Troy	Utilities	-281.76
02/08/2020	10413	Barz, Ronald	Fuel Vouchers	-20.00
02/08/2020	10414	Cobane, Rob	Fuel Vouchers	-70.00
02/08/2020	10415	Cook, Michael	Fuel Vouchers	-20.00
02/08/2020	10416	Cowley, Dale	Fuel Vouchers	-30.00
02/08/2020	10417	Gallo, Matt	Fuel Vouchers	-20.00
02/08/2020	10418	Gethins, John	Fuel Vouchers	-20.00
02/08/2020	10419	Graziano, Jesse	Fuel Vouchers	-30.00
02/08/2020	10420	Kelly, Brian	Fuel Vouchers	-20.00
02/08/2020	10421	Kelly, Eric	Fuel Vouchers	-20.00
02/08/2020	10422	Kelly, Tim	Fuel Vouchers	-20.00
02/08/2020	10423	Koba, Jack	Fuel Vouchers	-30.00
02/08/2020	10424	Lori, Anthony	Fuel Vouchers	-20.00
02/08/2020	10425	Makowski, Joseph	Fuel Vouchers	-20.00
02/08/2020	10426	Mihalko, Joseph Jr.	Fuel Vouchers	-30.00
02/08/2020	10427	Pavone, Matthew	Fuel Vouchers	-30.00
02/08/2020	10428	Shearer, Derrick	Fuel Vouchers	-70.00

02/08/2020	10429	Tursi, Frank	Fuel Vouchers	-30.00
02/08/2020	10430	Wittnebert, John	Fuel Vouchers	-20.00
02/08/2020	10431	Wodynski, William	Fuel Vouchers	-20.00
02/08/2020	10432	Woytas, Tyler	Fuel Vouchers	-10.00
02/08/2020	10433	Ziccarello, Ricky	Fuel Vouchers	-20.00
02/08/2020	10434	Amtrust North America	Insurance Premiums	-4,301.00
02/10/2020	10435	Auto Zone	Operating Materials & Supplies	-171.32
02/10/2020	10436	NJ Advance Media	Advertising	-195.30
02/10/2020	10437	NFPA/National Fire Protection Assoc	Membership Dues & Subscriptions	-1,345.50
				-
				290,640.27

8:00 - At this time, Comm. Kitchell made a motion to go into Private Session to discuss Personnel. The motion was seconded by Comm. Kraley and passed by the following vote:

AYES: Woytas, Kitchell, Polo, Kraley & Willans

ABSENT: None

NAYS: None

At 9:18 the Board came out of Closed Session and Comm. Polo made a motion to adjourn the regular meeting. The motion was seconded by Comm. Kitchell and passed unanimously.

Meeting was adjourned at 9:23.

Respectfully submitted,
Janet Hammond