

MINUTES - REGULAR MEETING

May 11, 2020

Commissioner Ray Woytas called the meeting to order on the above mentioned date at 7:00 pm, via Zoom Video conferencing.

Commissioners present: Woytas, Polo, 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.

A moment of silence was given in remembrance of:

**John Woytas III
Anthony Lori**

MINUTES OF THE LAST MEETING

The Chairman called for the acceptance of the Special meeting held in April as well as the regular minutes from March, as there was no meeting held in April. Comm. Polo made a motion to accept the minutes. The move was seconded by Comm. Cobane and it was carried by the following vote:

AYES: Woytas, Polo, Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

TREASURER'S REPORT

The following Treasurer's report was submitted. Chief Cortright pointed out that the new vehicle amount this month and its outfitting from last month's report have a separate budget line called Purchase of New vehicle and requested those amounts be moved there instead of Purchase of Assets. Commissioner Cobane made a motion to accept the report with the above corrections made. Comm. Polo seconded the move and it was carried by the following vote:

AYES: Woytas, Kitchell, Cobane & Willans

ABSENT: Polo

NAYS: None

Randy mentioned that its been difficult to get in touch with the man at the bank who is helping us with our signature cards. He anticipates getting in touch with him soon as things start to open back up.

For the month of April 2020

General Checking Account #7859643244

TD Bank

Balance On Hand - March 31, 2020	\$404,060.99
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April checks	(\$196,869.18)
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Deposits for the Month of April 2020

Whippany Fire Company	Rent - March	\$10,669.89
Township of Hanover	District Taxes	\$345,135.00
Gov Deals	Old 81	\$9,798.75
Township of Hanover	False alarms - March	\$50.00

<u>Balance on Hand, April 30, 2020</u>	<u>\$572,845.45</u>
<u>(matches Quickbooks)</u>	

Checks Submitted this Month's Meeting	\$223,264.20
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Construction Checking Account #437-6555294**TD Bank**

Balance On Hand - March 31, 2020	\$2,321,211.16
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Bowman Consulting	107	(\$812.50)
Service fee		(3.00)

<u>Balance on Hand, March 31, 2020</u>	<u>\$2,320,395.66</u>
<u>(matches QuickBooks)</u>	

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

- New vehicle is in service and has been assigned Unit 86.
- Unit 87 was repaired at Rumbellos.
- Unit 87 has been assigned to Assistance Chief Derrick Shearer.

Training

- Training for the month of April was cancelled due to the Corona Virus.
- Training for the month of May will be cancelled.

Purchases

- No purchase requests for the month.

Fire Prevention

- (8) Inspections / re-inspections were conducted last month.
- We are working on a process to start some Inspections at this time.

EMS

- (37) Calls were answered last month. 0 transports.
- I have assigned FF/EMT Bell to take the lead to coordinate responses regarding the Corona Virus.

Fire

- (30) Calls were answered last month.

Other Matters and Announcements

- Multiple Spec Reviews were completed.
- We are in the process of getting some more PPE not only for now but if we have future outbreaks.
- We transported the Easter Bunny across the township. We received great comments and reviews for this event.
- Thank you to Derrick Shearer he has been coordinating the birthday drive by events in town.
- Brian Cahill has asked for us to assist next weekend with distributing lawn signs to the high school seniors. We will be assisting along with the PD.
- The fireworks have been postponed until Hanover Township Day. HT Day will take place at the Municipal Complex beginning at 3pm on September 12, 2020.
- The conference call between the 3 towns is continuing. It now takes place every other week.
- Chief Digiorgio has asked for some assistance during the day by assisting with EMS calls when we have our 3rd guy working. He is asking that we help in the following ways:
 - Use our extra guy as a Safety Officer/RAD officer. Utilizing Unit 85 with their equipment.
 - Driving the ambulance for a second call if needed.
 - He also wanted you to be aware that there is no balance billing during the Corona Virus emergency.
- Our ladders have been tested for the year and the hose testing is scheduled for the month of June.
- I have started the Life Insurance paperwork for John Woytas. I am waiting on the death certificates for Tony Lori.

Chief reported that inspections have been suspended due to the pandemic. Hoping to get the guys back out soon.

They're looking to stockpile some equipment and items in case this ever happens again.

FIS - has been doing repairs on 83.

Derrick took control of all the birthday things for the town - all the drive by schedules.

Fireworks postponed till September.

State Forest Fire Service coming in to burn off some areas.

Fire Academy shut down for now so training shut down also.

Johnny Wittnebert and Matt Gallo passed their EMT test and are certified.

Chief spoke to Joe Giorgio about running a Safety vehicle along with the ambulance when we have our 3rd guy in the station.

No balance billing during the Corona epidemic.

Easter bunny went across the whole town.

Tony's death benefits from the state are being looked into, as Tony had no widow or children. The niece maybe looked at as a caregiver.

Comm. Woytas made a motion that we assist the ambulance as requested when we have enough guys to do so. And also that we accept the Chief's report. The motion was seconded by Comm. Kitchell and passed by the following vote:

AYES: Woytas, Polo, Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

COMMUNICATIONS - Nothing at this time

COMMITTEE REPORTS

At 7:24 pm a motion was made to go into a Breakout Room to discuss a personnel matter. The motion was made by Comm. Cobane and seconded by Comm. Willans. It passed by the following vote:

AYES: Woytas, Polo, Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

At , the Board came out of closed session and the meeting resumed.

Personnel: Michael Cowley was up for being taken off of probation and the Board decided to remove his probation and paid his retro pay. He is a regular paid fireman now.

Apparatus: 87 has been assigned to Derrick. 83 needs some repairs.

Insurance: Workers Comp has been renewed.

Dinner: Nothing at this time.

First Aid: Nothing at this time.

Relocation: The bid has been awarded. Construction should start shortly. We are waiting to hear from Robbie Conley about a pre-construction meeting with the builder.

Randy spoke with tom Braviak. The Bond notes had a 6 month window to convert to actual bonds. We have to do something with the notes by August 15th.

Piece of the puzzle still missing is that we don't know the closing date on the old firehouse. If it goes south, we're short 1 million and if we take the bond money and build a cushion, we can't pay it down so we're stuck with that money to be paid. An the money can't be used for anything else.

Tom is going to get in touch with the Starbucks people and see where they're at - a more definitive closing date. If they're going to close in mid-July, we can go 1 way, but if its not till September, we may go a different way.

Most sensible thing to do is extend the bond notes another year. The only disadvantage is that we pay interest that we wouldn't otherwise have to pay.

Unless we can get a guaranteed closing date when Tom talks to them and gets an update.

The funding is there.

Skurla's property - They've been very helpful. We don't want to let that office space slip away so even if we don't have a start date, we should start paying and sign the lease. It's \$1900 / month.

Township: No report at this time.

FIRE CO: Robbie Cobane said he would like to see the Board get more involved in a membership drive. Derrick and Jack maybe head up a membership drive - get fliers out - have a Membership Day. Attract the high schoolers but also older residents. The career guys can help out during the day with it.

Derrick Shearer - question about the budget for the Joint Fire Prevention. There should be an advertising program for the town. New people, especially from the eastern part of the state are not familiar with the volunteer or combination part of our company.

Fire School is a big impediment for new members.

Rob - said he is trying to work on that - Have to look into insurance about that.

Discussion took place.

OLD BUSINESS – Nothing at this time.

NEW BUSINESS – Nothing at this time.

PUBLIC PART OF THE MEETING

7 members of the public attended.

Rich Allocco addressed the retainment of volunteers. Junior and Senior kids in High School may be looking for a career path. If they join the volunteer department, what incentives do they have to work in town? He knows Whippany covers the training costs. what about when they go to college and don't comeback? Or we train them and they go somewhere else for employment? He used himself as an example.

Is there an opportunity to be on a list of new hires for Whippany?

The Chief stated that there is a state law that Fire companies have to hire volunteer guys first - from within.

Rich asked if there is a push to hire more people or just a need to hire basis.

Comm. Woytas - Hiring Career staff ups our budget and the taxes for the town. It's expensive.

Comm. Cobane said that we are trying to increase our volunteer staff right now. The Career staff we have right now is sufficient, supplemented by the volunteers. If the need arises as the township grows - and it is growing - and there's more call volume, then we would look at more hiring.

Derrick Shearer - 291 Whippany road - We're all friends here but stated that he was vocal when Firefighter Cowley was hired and is now wondering why is off probation, in lieu of comments people have made who have worked with him. He said he likes Mike but he doesn't feel that he is a good fit for the company.

He brought up some test scores that were from his period as a candidate.

Comm. Woytas said that he was not at liberty to discuss the whole private discussion the Board had. Cowley has not done anything blatant to call for his removal from his position. We as a Board have decided to keep him.

Comm. Woytas admonished that any test results were privy to only Board members and as such should not be discussed in a public forum.

Comm. Polo said the decision has been made and Derrick's opinion has been noted. This is not the forum to discuss any test results or exams.

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

04/15/2020	10517	Tyler Technologies	Computers	-5,097.75
04/15/2020	10518	Richard M. Braslow, Esq	Legal	-4,200.00
04/15/2020	10519	STAPLES CREDIT PLAN	Office Supplies	-341.81
04/15/2020	10520	Auto Zone	Operating Materials & Supplies	-25.00
04/15/2020	10521	McNeil & Company	Insurance Premiums	-618.58
04/15/2020	10522	Witmer Associates, Inc	Operating Materials & Supplies	-556.99
04/15/2020	10523	Hanover Sewerage Authority 10 Troy Hills	Utilities	-242.20
04/15/2020	10524	Hanover Sewerage Authority	Utilities	-433.35
04/15/2020	10525	JCP&L 10 Troy	Utilities	-520.82
04/15/2020	10526	JCP&L	Utilities	-593.57
04/15/2020	10527	WEX Fleet Universal	Gasoline	-61.20
04/15/2020	10528	Emergency Reporting	Computers	-159.91
04/15/2020	10529	NJ Advance Media	Advertising	-328.06
04/15/2020	10530	Daily Record	Advertising	-201.92
04/15/2020	10531	SMCMUA 10 Troy	Utilities	-489.30
04/15/2020	10532	Township of Hanover	Gasoline	-403.53
04/15/2020	10533	NJ State Assoc of Fire Districts	Membership Dues & Subscriptions	-300.00
04/15/2020	10534	Palermos Pizza	promotion	-173.52
04/15/2020	10535	ESRI Environmental Systems Research Inst.	Computers	-100.00
04/15/2020	10536	PSE&G 10 Troy	Utilities	-373.70
04/15/2020	10537	Police & Firemen's Insurance Association	Police & Fire Insurance	-508.30
04/15/2020	10538	Optimum	Utilities	-258.53
04/15/2020	10539	Nestle Pure Life Direct	Water	-9.99
04/15/2020	10540	Verizon Wireless	Utilities	-152.04
04/15/2020	10541	PSE&G	Utilities	-634.14
04/15/2020	10542	Elite Vehicle Solutions	Uniforms and Personal Equipment	-450.00
04/15/2020	10543	Witmer Associates, Inc	Equipment	-103.58
04/15/2020	10544	Continental Fire & Safety	Operating Materials & Supplies	-725.00
04/15/2020	10545	Cobane, Rob	Fuel Vouchers	-70.00
04/15/2020	10546	Cook, Michael	Fuel Vouchers	-20.00
04/15/2020	10547	Cowley, Dale	Fuel Vouchers	-30.00
04/15/2020	10548	Gallo, Matt	Fuel Vouchers	-20.00
04/15/2020	10549	Gethins, John	Fuel Vouchers	-20.00
04/15/2020	10550	Graziano, Jesse	Fuel Vouchers	-30.00
04/15/2020	10551	Kelly, Brian	Fuel Vouchers	-20.00
04/15/2020	10552	Kelly, Eric	Fuel Vouchers	-20.00
04/15/2020	10553	Kelly, Tim	Fuel Vouchers	-30.00
04/15/2020	10554	Koba, Jack	Fuel Vouchers	-10.00
04/15/2020	10555	Makowski, Joseph	Fuel Vouchers	-20.00

04/15/2020	10556	Mihalko, Joseph Jr.	Fuel Vouchers	-20.00
04/15/2020	10557	Pavone, Matthew	Fuel Vouchers	-30.00
04/15/2020	10558	Shearer, Derrick	Fuel Vouchers	-20.00
04/15/2020	10559	Tursi, Frank	Fuel Vouchers	-20.00
04/15/2020	10560	Wittnebert, John	Fuel Vouchers	-30.00
04/15/2020	10561	Wodynski, William	Fuel Vouchers	-10.00
04/15/2020	10562	Ziccarello, Ricky	Fuel Vouchers	-20.00
04/16/2020	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-11,968.40
04/16/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-3,835.90
04/16/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-634.55
04/16/2020	eft	Board of Fire Commissioners	Employee Payroll	-20,043.13
04/20/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-87,698.00
04/20/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-12,836.00
04/26/2020	10563	US Bank Equipment Finance	Copy Machine lease	-255.00
04/26/2020	10564	Standard Insurance Co	Life Insurance	-1,915.30
04/26/2020	10565	Spectrum Communications	Radios	-17,289.38
04/26/2020	10566	Rumbello Auto repair	Car 87	-1,353.65
04/27/2020	10567	Optimum	Utilities	-279.60
04/27/2020	10568	Electronic Measurement Labs	Meters	-259.99
04/27/2020	eft	Board of Fire Commissioners	Employee Payroll	-19,997.49
05/04/2020	10569	Home Depot Credit Services	Shop Supplies	-106.56
05/04/2020	10570	Wegman's	Operating Materials & Supplies	-32.90
05/04/2020	10571	Verizon Wireless	Utilities	-152.04
05/04/2020	10572	STAPLES CREDIT PLAN	Office Supplies	-332.86
05/04/2020	10573	McNeil & Company	Insurance Premiums	-10,684.25
05/04/2020	10574	Township of Hanover	Gasoline	-237.00
05/04/2020	10575	Verizon	Utilities	-239.76
05/04/2020	10576	Amtrust North America	Insurance Premiums	-6,072.00
05/04/2020	10577	Nestle Pure Life Direct	Water	-115.85
05/04/2020	10578	Optimum 10 Troy	Utilities	-517.06
05/04/2020	10579	Ian Bell	Reimbursements	-95.80
05/04/2020	10580	Gallo, Matt	Training and Education	-1,809.00
05/04/2020	10581	Wittnebert, John	Training and Education	-1,754.00
05/04/2020	10582	Cortright, Joseph	Reimbursements	-44.90
05/09/2020	10583	PSE&G 10 Troy	Utilities	-225.17
05/09/2020	10584	POSTMASTER	Office Supplies	-110.00
05/09/2020	10585	Police & Firemen's Insurance Association	Police & Fire Insurance	-508.30
05/09/2020	10586	JCP&L	Utilities	-425.78
05/09/2020	10587	Emergency Reporting	Computers	-159.91
05/09/2020	10588	WEX Fleet Universal	Gasoline	-166.90
05/09/2020	10589	CPR Baltimore	CPR Training Expense	-404.98
05/09/2020	10590	Richard M. Braslow, Esq	Legal	-1,680.00
05/09/2020	10591	Cobane, Rob	Fuel Vouchers	-70.00
05/09/2020	10592	Cook, Michael	Fuel Vouchers	-20.00
05/09/2020	10593	Gallo, Matt	Fuel Vouchers	-20.00
05/09/2020	10594	Gethins, John	Fuel Vouchers	-20.00
05/09/2020	10595	Graziano, Jesse	Fuel Vouchers	-20.00
05/09/2020	10596	Kelly, Brian	Fuel Vouchers	-20.00
05/09/2020	10597	Kelly, Eric	Fuel Vouchers	-20.00

05/09/2020	10598	Koba, Jack	Fuel Vouchers	-20.00
05/09/2020	10599	Makowski, Joseph	Fuel Vouchers	-20.00
05/09/2020	10600	Mihalko, Joseph Jr.	Fuel Vouchers	-20.00
05/09/2020	10601	Ryan Okolita	Fuel Vouchers	-20.00
05/09/2020	10602	Shearer, Derrick	Fuel Vouchers	-70.00
05/09/2020	10603	Sieka, Marc	Fuel Vouchers	-20.00
05/09/2020	10604	Tursi, Frank	Fuel Vouchers	-20.00
05/09/2020	10605	Benjamin Willans	Fuel Vouchers	-20.00
05/09/2020	10606	Willans, Steve	Fuel Vouchers	-20.00
05/09/2020	10607	Wittnebert, John	Fuel Vouchers	-20.00
05/09/2020	10608	Woytas, Raymond	Fuel Vouchers	-20.00
05/09/2020	10609	Ziccarello, Ricky	Fuel Vouchers	-20.00
05/09/2020	10610	Kruger, Walter	Fuel Vouchers	-20.00
05/09/2020	10611	Krygoski, Joseph	Fuel Vouchers	-20.00
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				223,264.20

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 8:37.

Respectfully submitted,
Janet Hammond