

MINUTES - REGULAR MEETING

June 14, 2021

Commissioner Ray Woytas called the meeting to order on the above mentioned date at 7:30 pm, at 10 Troy Hills Road, Whippany, NJ - in the Commissioner's office.

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

Absent: None

Also present: Chief Paul Perrello, and Township Liaison, Brian Cahill,

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 and posted on the Whippany Fire Dept. website.

MINUTES OF THE LAST MEETING

The Chairman called for the acceptance of the regular minutes from last month. Comm. Cobane made a motion to accept the minutes. The move was seconded by Comm. Kitchell and it was carried by the following vote:

AYES: Cobane, Kitchell, Woytas, Gethins & 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. Gethins seconded the move and it was carried by the following vote:

AYES: Cobane, Kitchell, Gethins, Woytas & Willans

ABSENT: None

NAYS: None

For the month of May 2021

General Checking Account #7859643244

TD Bank

Balance On Hand - April 30, 2021	\$892,771.05
May Checks	(\$421,286.93)

Deposits for the Month of May 2021

Whippany Diner	Permits & Fees	\$54.00
A Party Pleasing Rental	Permits & Fees	\$54.00
Glass Flooring Systems	Permits & Fees	\$54.00
Balance adjustment		\$20.00
Casa Blanca	Permits & Fees	\$54.00
Whippany Fire Company	April Cell tower	\$11,125.29
Lincoln Financial	unvested members	\$6,322.35
Paulie G's	Permits & Fees	\$54.00
Jones, Lang LaSalle	Permits & Fees	\$695.00
Johnny's Pizza	Permits & Fees	\$54.00
Case Consulting Labs	Permits & Fees	\$641.00

Winston prep School	Permits & Fees	\$108.00
Winston prep School	Permits & Fees	\$54.00
Fire & Safety Services	Refund	\$1,925.00
Registration fees		\$2,125.00
<u>Balance on Hand, May 31, 2021</u>	<u>(matches Quickbooks)</u>	<u>\$494,823.76</u>

Checks Submitted this Month's Meeting **456,591.39**

Construction Checking Account #437-6555294 **TD Bank**
Balance On Hand - April 30, 2021 **\$631,786.77**

Home Depot	203	(1543.78)
Bowman Consulting	204	(300.00)
JR Contracting & environmental	205	(\$537,212.57)
Schindler Elevator	206	(2862.90)
Richard Braslow - April 5 to May 4	207	(\$3,840.00)
Richard Braslow Feb 22 - April 2	208	(\$2,670.00)
Home Depot	209	(\$3,564.95)
Richard Braslow through May 31	210	(\$3,870.00)
Emergency Services Marketing	211	(\$810.00)
Fastenal	212	(\$754.99)

Balance on Hand, May 31, 2021 **(matches Quickbooks)** **\$74,357.58**

CHIEF'S REPORT:

Supplies, Equipment, and Maintenance

- Supplies were purchased from Home Depot and Staples for new building

Apparatus

- No issues with any at this time

Training

Training for the month of May was: Ladders

Purchases

- Follow up on SCBA Bottles?

Fire Prevention

- 126 Inspections / re-inspections were conducted last month. \$ **4617.00** in fees were billed and being collected. **Total for year so far is \$14,491.00 That is \$4944.00 over of all the fees collected for all of 2020**

EMS

- (38) Calls were answered last month.

Fire

- (52) Calls were answered last month.

90 Total calls answered in May 2021

Other Matters and Announcements

- Participated in conference calls with East Hanover and Florham Park. They are now being held monthly.
- Spec reviews were completed
- In progress New SOGs submitted last month for boards review?
- Submitted FEMA AFG grants for Ladder truck (in progress awards are coming out soon)
- Conduct an Officers meeting
- Ambulance services in Dist. #2 had a demo stop by
- Attended webinar for new providers for NJ department of Health (filled out application and submitted)
- Vacation Time 2020?
- Last month quote for window shades?
 - blinds to go \$6100.00 no install
 - C&M Shade Corp \$4084.70 installed
 - Everlast floors \$4600.50 installed
- Lastly, I have created a spread sheet of the savings the I have brought to the district so far in my tenure (Please See Attached Sheet)

Chief Perrello stated that we have collected \$5000 more in registration fees over last year. The lawn mower has been purchased – only career staff can use it – the key is locked up – and training has taken place. Long pants to be worn, etc.

Chief has 2 purchases to be addressed under New Business – the Blinds and the SCBA bottles.

Commissioner Kitchell made a motion to accept the report. Comm. Cobane seconded the move and it was carried by the following vote:

AYES: Cobane, Kitchell, Gethins, Woytas & Willans

ABSENT: None

NAYS: None

COMMUNICATIONS

1. There will be an insurance audit here for Workers Comp on June 25th from 10-1. Janet will be here.
2. Letter (attached) from Dorsey and Semerau stating that the municipal Land Use Ordinance does not allow for the assessment of fees for fire protection.
3. Thank you letter from resident Carrie Falci for Matt Gallo and the response when her parents needed help.
4. A gift card from Robert Flanagan, Chief of Morristown to Scerbo's Garden Center for our new firehouse. Janet will write a thank you.

COMMITTEE REPORTS

Personnel: Nothing at this time.

Apparatus: Minor fender bender on 81 which has been repaired.

Insurance: Audit happening on June 25th

Dinner: Nothing at this time.

First Aid: We responded to 38 calls and 0 transports.

Relocation: Nothing at this time.

FIRE CO: - Nothing at this time.

TOWNSHIP - Brian Cahill stated that the Township Committee had a lengthy conversation about our request for an Impact Fee Ordinance. That isn't going to fly but they haven't given up on other options. Fred is investigating things that CAN be done. He thinks the properties that are PILOT (payment in lieu of taxes) properties – they may be able to negotiate with the developers on those.

Paul said Joe Cortright had been working on maybe having a substation on that side of town. Maybe they could purchase an ambulance for us or something. However, Braslow should be the one asking for any kind of donations – not us – so we don't break any laws.

Paul asked Brian about adding a disclaimer stating that "we are not adequately equipped to service this building". Maybe that would get the developer's attention, and they'd say "Why not?" Are there any repercussions to doing that? Brian said it would have to be run by Braslow or looked into but anything is worth a try. He reiterated that the Township Committee is 100% behind us and if they can find a way to help us, they will.

OLD BUSINESS – Unused vacation time for 2020 was brought up. The contract says at the end of the year, you lose them. Ray said that January 1st, the payroll company wiped them all out. It will be discussed further by the Board.

First Aid equipment for 83. Paul will have Mike Cowley look into prices. They've been using V.E.Ralph a new company.

Tom Hamtil would like to donate the irrigation system for outside.

NEW BUSINESS – Purchase requests:

SCBA bottles – Commissioner Willans made a motion that we allow the Chief to purchase 20 new SCBA bottles. The motion was seconded by Comm. Cobane and passed by the following vote:

AYES: Cobane, Kitchell, Gethins, Woytas & Willans

ABSENT: None

NAYS: None

SHADES – After a discussion, we would like to support a business that is right in our town – Everlast.

Commissioner Woytas made a motion that we allow the Chief to approach Everlast to see if he can meet the price we set. The motion states that we allow the purchase of new shades for the building in the amount not to exceed \$4300.00. The motion was seconded by Comm. Gethins and passed by the following vote:

AYES: Cobane, Kitchell, Gethins, Woytas & Willans

ABSENT: None

NAYS: None

PUBLIC PART OF THE MEETING - 5 members of the public attended. No comments made.

BILLS

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

AYES: Cobane, Kitchell, Gethins, Woytas & Willans

ABSENT: None

NAYS: None

05/03/2021	11270	Amtrust North America	Insurance Premiums	-6,775.00
05/03/2021	11271	US Bank Equipment Finance	Copy Machine lease	-341.50
05/03/2021	11272	Ben Cave	Reimbursements	-42.80
05/03/2021	11273	FIS On Site Services, LLC	Repairs & Maint	-1,418.20
05/03/2021	11274	Hanover Powersports	Equipment	-124.58
05/03/2021	11275	Cobane, Rob	Fuel Vouchers	-20.00
05/03/2021	11276	Cowley, Dale	Fuel Vouchers	-20.00
05/03/2021	11277	Danus, James	Fuel Vouchers	-20.00

05/03/2021	11278	Danus, Joshua	Fuel Vouchers	-20.00
05/03/2021	11279	Gallo, Matt	Fuel Vouchers	-20.00
05/03/2021	11280	Gethins, John	Fuel Vouchers	-20.00
05/03/2021	11281	Graziano, Jesse	Fuel Vouchers	-20.00
05/03/2021	11282	Kelly, Brian	Fuel Vouchers	-70.00
05/03/2021	11283	Koba, Jack	Fuel Vouchers	-20.00
05/03/2021	11284	LaSota, Matthew	Fuel Vouchers	-20.00
05/03/2021	11285	Pavone, Matthew	Fuel Vouchers	-20.00
05/03/2021	11286	Shearer, Derrick	Fuel Vouchers	-70.00
05/03/2021	11287	Van Seggern, Steven	Fuel Vouchers	-20.00
05/03/2021	11288	Winkler, Sean	Fuel Vouchers	-20.00
05/10/2021	11289	Optimum 10 Troy	Utilities	-517.37
05/10/2021	11290	McNeil & Company	Insurance Premiums	-11,487.00
05/10/2021	11291	NJ Advance Media	Advertising	-91.45
05/10/2021	11292	Turnout Fire & Safety - Little Falls	Uniforms and Personal Equipment	-344.95
05/10/2021	11293	DC Express	Elections	-95.00
05/10/2021	11294	PSE&G 10 Troy	Utilities	-279.60
05/10/2021	11295	Verizon Wireless	Utilities	-152.04
05/10/2021	11296	STAPLES CREDIT PLAN	Office Supplies	-2,663.23
05/10/2021	11297	SMCMUA 10 Troy	Utilities	-124.86
05/10/2021	11298	Nestle Pure Life Direct	Water	-427.70
05/10/2021	11299	Finish Line Car Wash	Car Washes	-12.00
05/10/2021	11300	Jake Dodson	Reimbursements	-42.80
05/10/2021	11301	Turnout Fire & Safety - Little Falls	Uniforms and Personal Equipment	-49.99
05/10/2021	11302	Police & Firemen's Insurance Association	Police & Fire Insurance	-510.73
05/11/2021	11303	JR Contracting /Environmental Consulting	Construction Expenses	-29,752.29
05/13/2021	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-700.00
05/13/2021	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-4,000.00
05/13/2021	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-10,488.18
05/17/2021	eft	Board of Fire Commissioners	Employee Payroll	-21,021.78
05/17/2021	11304	Johnny's Pizza	Promotion	-122.33
05/17/2021	11305	Daily Record	Advertising	-100.10
05/17/2021	11306	Morristown Medical Group	Medical	-495.00
05/17/2021	11307	Township of Hanover	Gasoline / Diesel Membership Dues & Subscriptions	-578.95
05/17/2021	11308	NFPA/National Fire Protection Asoc	Subscriptions	-175.00
05/17/2021	11309	CDW Government	Computers	-1,464.15
05/18/2021	11310	CPR Baltimore	Operating Materials & Supplies	-337.60
05/24/2021	Wire	US Bank PA & Nj	Construction in Progress	300,059.58
05/24/2021	eft	Wire Transfer Fee	Bank Charges	-30.00
05/25/2021	11311	TJ's Sportswide	Recognitions	-64.75
05/25/2021	11312	Standard Insurance Co	Life Insurance	-1,933.20
05/25/2021	11313	Witmer Associates, Inc	Uniforms and Personal Equipment	-1,159.00
05/25/2021	11314	Brunners Garage	Car 87	-855.67
05/25/2021	11315	NJ Fire Equipment Co.	Uniforms and Personal Equipment	-230.00
05/25/2021	11316	Fire and Safety Services, LTD	Engine 81	-922.63
05/25/2021	11317	Hanover Sewerage Authority 10 Troy Hills	Utilities	-531.21
05/31/2021	eft	Board of Fire Commissioners	Employee Payroll	-20,384.71

06/01/2021	11318	US Bank Equipment Finance	Copy Machine lease	-305.21
06/01/2021	11319	Lifesavers, Inc.	CPR Training Expense	-6.50
06/01/2021	11320	Power DMS	Computers	-4,364.40
06/01/2021	11321	Turnout Fire & Safety - Little Falls	Uniforms and Personal Equipment	-506.00
06/01/2021	11322	Northeast Communications, Inc.	Operating Materials & Supplies	-146.00
06/01/2021	11323	Firehouse	Membership Dues & Subscriptions	-29.95
06/01/2021	11324	Verizon	Utilities	-1,313.85
06/01/2021	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-700.00
06/01/2021	11325	Emergency Services Marketing Corp., Inc.	Computers	-810.00
06/02/2021	11326	Danus, James	Fuel Vouchers	-20.00
06/02/2021	11327	Danus, Joshua	Fuel Vouchers	-20.00
06/02/2021	11328	Gethins, John	Fuel Vouchers	-20.00
06/02/2021	11329	Kelly, Brian	Fuel Vouchers	-50.00
06/02/2021	11330	Kelly, Eric	Fuel Vouchers	-20.00
06/02/2021	11331	LaSota, Matthew	Fuel Vouchers	-20.00
06/02/2021	11332	Pavone, Matthew	Fuel Vouchers	-20.00
06/02/2021	11333	Winkler, Sean	Fuel Vouchers	-20.00
06/02/2021	11334	Morris County Public Safety Training Acad	Training and Education	-250.00
06/02/2021	11335	NJ Fire Equipment Co.	SCBA Test	-2,455.94
06/02/2021	11336	Verizon Wireless	Utilities	-152.04
06/09/2021	11337	Finish Line Car Wash	Car Washes	-12.00
06/09/2021	11338	STAPLES CREDIT PLAN	Office Supplies	-776.22
06/09/2021	11339	Optimum 10 Troy	Utilities	-520.71
06/09/2021	11340	HMC Design Studio	Uniforms and Personal Equipment	-130.00
06/09/2021	11341	Police & Firemen's Insurance Association	Police & Fire Insurance	-510.73
06/09/2021	11342	PSE&G 10 Troy	Utilities	-87.70
06/09/2021	11343	Witmer Associates, Inc	Uniforms and Personal Equipment	-962.00
06/09/2021	11344	Palermo's Pizza	Promotion	-108.84
06/09/2021	11345	Nestle Pure Life Direct	Water	-146.84
06/09/2021	11346	Emergency Reporting	Computers	-51.70
06/09/2021	11347	Eastern Janitorial	Building Maintenance	-811.15
06/11/2021	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-4,000.00
06/14/2021	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-10,488.18
06/14/2021	11348	Amtrust North America	Insurance Premiums	-4,510.00
06/14/2021	11349	VE Ralph & Sons, Inc	Operating Materials & Supplies	-645.50
06/14/2021	11351	Fire Fighters Equipment Company Inc.	SCBA Test	-313.00
				-
				456,591.39

At this time, Comm. Cobane made a motion to go into private session to discuss a few items. The motion was seconded by Comm. Kitchell and passed unanimously. The Board entered into Private session at 7:53.

At 9:23, the Board came out of Private Session.

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 9:24.

Respectfully submitted,
Janet Hammond

