

MINUTES - REGULAR MEETING

August 11, 2020

Commissioner Ray Woytas called the meeting to order on the above mentioned date at 7:30 pm, in the firehouse bays.

Commissioners present: Woytas, Polo, Cobane, Kitchell and 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.

The meeting started with a discussion with Fred Brunner, Company President and John Mondano, the Clerk of the Works for the new firehouse construction.

Fred Brunner gave a report on the new firehouse.

He expressed his concerns about the dis-connect between the Sewer Authority and the contractor. It seems like there's no communication. Maybe there was some debris that they have to clean out by hand, but now they want to use a camera and they failed an inspection, etc... It was a recommendation that we get them all in a room and sit them down to talk.

ROBBIE – understood that yes, there's debris in the line that needs to be removed and all the water in the line needs to be pumped out as well, then the plug can be removed. It was never discussed to re-scope it.

JOHN Mondano – They're taking it a step further. Not only do they want a camera – they want to be there witnessing it happen.

ROBBIE – And they want them to get new permits. They'll waive the cost but they want new ones.

FRED – recommendation would be to involve Joe Giorgio and let him coordinate the whole thing. I don't know what schedule the town hall is on either. Everything is COVID and not opens. Do they want to do it in that big meeting room so there's room apart. They've done that before.

Freddie thought they were so far beyond this.

Sean will be at the Tuesday meeting so let's see what he has to say. Maybe the disconnect is between them and the town. If Sean if good, and says yes, there's issues, but they're being worked through, then we're good.

FRED – There's something about the elevator too and that inspection. We have the certificate – it passed on x date.

CHIEF – It's registered with the state. But the original inspection that they did, did not include the backup generator.

ROBBIE – The elevator failed for a fire rating the other day also.

JOHN – Yes - for fire rating and another issue he's working on. The generator was initially inspected by a company called Atlantic and the township wouldn't accept that. John talked to Sean and said that Joe, who's a licensed electrician, was there on site, do you think we can work through this. He said – Give me the documentation that you have and I'll see what I can do.

So we made a little bit of headway there.

John Mondano – stated a few small issues and the big issue that is the ceiling ring on the top of the elevator shaft which is hard to get into.

ROBBIE – That’s not in the bid.

Mondano handed in the township inspector’s report.

ROBBIE – Freddie’s saying that Conley was aware that the fire rating in the elevator was not up to code and that it should have been redesigned.

JOHN – It’s still not resolved. Hopefully when Sean comes there, we’ll find a resolution.

RANDY – Do you have an email from Conley?

FRED – I’ll look.

RANDY – Please because if it’s on there and he failed to put it onto the new plans, it should come out of his pocket. There have been a lot of these oversights.

FRED – I have the punch list and will check back.

FRED – kitchen – all good on that end? He’ll come tomorrow?

Randy – The kitchen guy can’t come tomorrow. The plans for the upstairs floor kitchen I sent to 2 kitchen suppliers to get pricing on and all of them questioned why we need a pot washer. It’s a \$20,000 piece of equipment that needs ventilation etc... so Fred suggested talking to Krygoski. He said he didn’t care – take it out. But there’s also a lot of stuff in there – How many people are you going to serve in this room? Once I told them what it was mainly used for, they were like – You should have had someone in their capacity design that part of it. And then give it to a Conley person after. There are also things that aren’t on there that should be – like hand-washing sinks. You have to have one behind the bar – it’s not on there.

ROBBIE – Is that a code thing?

RANDY – It’s a Board of Health thing.

ROBBIE – Something Conley should have caught.

RANDY - It’s not anything new.

STEVE – We had one at the church when we renovated.

JOHN Mondano – Maybe it was a change after the first bid.

FRED – I’m right there with you. When we asked for the electronic layout for the kitchen, he sent the one from 2014, I jumped right on it. Within the little square – supplied by owner – it wasn’t there. Do you have the one that was bid on? He says “Oh you want that one?” DUH

RANDY – There’s a deep fryer. This is like commercial grade. I’m not saying to take it out, but you’re going to have problems with it because it’s not being used.

The guy from Economy is going to work up a design for us. The feeling is that the fire company can outfit this – that was the plan?

FRED – Yes – that was always the intention.

Randy – After talking, the only piece of equipment worth moving is the oven stove piece.

Fred – My biggest thing is its 15 years old, it’s the heaviest piece, and who’s going to move it and guarantee it’s not going to break in 2 years.

John – I would decide later. As long as the gas lines are in correctly.

Chief – The only thing John, is to get the equipment up there, we’re relying on the contractor. It’s getting dropped in the bay. He has to figure out how to get it up there.

Fred – And it’s been up there for 15-20 years, it would need a good cleaning before it gets put up in the new space.

RAY: How much could it cost – even commercial grade for a new one?

Robbie – and it needs a pilot light – that’s a pain in the \$%^.

Chief – Why go commercial? Why not get residential stoves. Get 2. They’re \$300 - \$500 apiece. If it breaks, you get another one. For the one time a year we use it? Residential dishwasher. Residential refrigerators. Get 2.

Fred – We can’t. Won’t be allowed.

Randy – He’s going to price everything new. Let’s see what it comes to with the oven. Anything else company-wise?

Robbie – Email regarding COVID that was sent out by the Chief this afternoon – the Board is going to just clarify that. We're still going to follow the state code – if you're out of state you have to quarantine, wear a mask indoors, etc.. We want people to come down, but follow the guidelines.

Jim – It's not "back to normal".

Closing date – no word yet.

Fred – Let's see how things play out tomorrow and then maybe contact the sewer authority.

Robbie – May be a county thing.

RANDY – It would make sense for any of them to come on Tuesday, Contractor will be there, the Clerk of the Works, the architect and the board will all be there.

FRED – I'll reach out to Sean or Joe Giorgio – they can sit in on the meeting 11:00 Tuesday and express any concerns.

Fred leaves.

Building Part:

John Mondano reported:

Good news is RCA completed all his submittals. There are only 2 open RFIs. One is we have to pick out paint colors and the other one JR submitted it this morning.

ROBBIE – They're going to give us the paint colors all at once so we pick it all.

Change orders on list – the second page needs to be signed off on tomorrow.

Future Change orders – have about 8 coming. That's above and beyond the steel and the truss work.

The rear inlet in the back – the one that's damaged –

County sidewalk - \$9000

Engine Bay ceiling paint –

Staircase modification – This is not resolved. RCA tells us he submitted paperwork. I don't know why he's not approving it. When you look at the original set of documents, he has changed the requirements 3 times. He's just guessing at Sean and Sean is not buying it. RCA and Sean talked last Thursday and it's still not resolved.

This could be considerable. Has to be scaffolded and has to be redone.

Room on the mezzanine floor –

Electrical drawing issues – hasn't seen cost for that yet. Shouldn't be too bad but it will be a change order.

Truss – Guy spent 6 hours in the ceiling looking at it. Haven't gotten a price yet.

Steel block – Have to ask him tomorrow.

Elevator shaft – Same as the staircase - Original fire rating that was on the staircase also is not acceptable to Sean.

Last page on the plans – they keep changing the fire codes. The room outside the staircase too. He's guessing at all this. Sean is trying not to point out the designs and wants RCA to do it on their own but he's got to point out his concerns at least. John is trying to bring it to a head tomorrow.

At least, if we know what he's concerned about, then maybe RCA can address it.

His big issue is that the block didn't go all the way out. He doesn't like the side walls that are wood.

Generator – Hopefully, he'll accept the commissioning on the generator.

Should really be concerned about the truss – that's the big one and can get into some big money. I'd guess \$200k or so.

MINUTES OF THE LAST MEETING

The Chairman called for the acceptance regular minutes from June. Comm. Kitchell 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 reported that the re-bidding of the bond notes went through. We went for the whole 6.1 on that and we made our first year's principal and interest payment. It was wired right on time. Thank you to Ray for taking care of that.

Clerk told Ray that for that amount, someone would have to come in and do it in person anyway so the online capability will not work.

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

AYES: Woytas, Kitchell, Cobane & Willans

ABSENT: Polo

NAYS: None

General Checking Account #7859643244

TD Bank

Balance On Hand - June 30, 2020 **\$733,825.65**

July checks (\$323,680.87)

Deposits for the Month of July 2020

Mimis Too	Permits and fees	\$54.00
Paulie G's Deli	Permits and fees	\$54.00
Whippany Fire Company	Income - May, June July	\$32,009.67
Case Consulting Labs	Permits and fees	\$641.00

Balance on Hand, July 31, 2020 **\$442,903.45**
(matches Quickbooks)

Checks Submitted this Month's Meeting **(\$329,434.98)**

Construction Checking Account #437-6555294

TD Bank

Balance On Hand - June 30, 2020 **\$2,295,896.70**

Richard Braslow	114	(\$1,290.00)
MJ Engineering & Design	115	(1500.00)
John Mondano	116	(4590.00)
MJ Engineering & Design	117	(6500.00)
John Mondano	118	(4185.00)
Bowman Consulting	119	(2238.87)
Richard Braslow	120	(5670.00)
The KPV Group	121	(2500.00)

Balance on Hand, July 31, 2020 **\$2,267,422.83**
(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.
- Fail Safe conducted yearly testing on our hose. We had minimal failures. Some hose was replaced, and some hose was repaired.
- Hose was purchased from NJ Fire Equipment to replace hose that failed during the testing.
- Task Fire Repaired hose that failed.

Apparatus

- CF Services recharged the AC systems on Rescue 80 and Engine 83.

Training

- Training for the month of August TBD.
- Training for the month of July was:
 - Vehicle Extrication
 - Power DMS

Purchases

- No purchase requests this month.

Fire Prevention

- (88) Inspections / re-inspections were conducted last month. \$749.00 in permit fees were collected.

EMS

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

Fire

- (37) 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 bimonthly.

- Two plan reviews were completed. I started doing training with the Career Staff to show them the process.
- Last month our RIC Team responded to East Hanover.
- Paul and I met with representatives who are developing the Eden Mill property. They wanted to show us the proposed first phase of the project which will be a building on Eden Lane across from the condos.
- I met with representatives from the high school and elementary schools to discuss and see what they have planned for the reopening of schools in September.

The Chief went over the items in his report.

Training started up again.

Hoses were tested – Some failed – some passed.

Meetings with Boards of Education.

Robbie asked about the grant – Nothing definitive yet.

Comm. Kitchell made a motion that we accept the Chief's report. The motion was seconded by Comm.

Polo and passed by the following vote:

AYES: Woytas, Polo, Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

COMMUNICATIONS - Nothing at this time.

COMMITTEE REPORTS

Personnel: Nothing at this time

Apparatus: Nothing at this time

Insurance: Nothing new

Dinner: Nothing at this time.

First Aid: 45 calls and no transports.

Relocation: John Mondano reported on the progress being made – See beginning of meeting.

Township: Brian not here. No report at this time.

FIRE CO: Firefighter Shearer stated that they have 2 people interested in joining the company. One is already fire certified and one is not. If everything goes well, we'll have 2 new members. Because of the virus, you're looking at February or later. One is 45 years old and very fit. Derrick spoke about them both and basically said they will be great additions.

Derrick and 6 others got invited to do fire suppression detail at Morristown Airport this weekend. They brought Rescue 83.

Not having meetings is taking a toll. Hopefully by next month. The members need to get information.

OLD BUSINESS – LOSAP – Chief looked at it with Janet and not everyone will be close to it. He came up with 3 different choices.

1. Do nothing and keep it the way it is.
2. Give a fixed amount – Come up with a dollar value.
3. Give everyone close to what they got last year.

Don't know how else to do it. LOSAP based on parades, events, etc...

It averages about \$48,000 / year.

Randy asked about Clothing Allowance.

That's based on calls only.

March through June people were responding less - mostly during the day.

Ray – Can we look at straight percentages – certain dollar amount – for LOSAP? For the guys that come out more.

Robbie – Don't think a blanket amount across the board is fair, but some kind of percentage. We need to reward the guys who are coming out more.

Derrick – But you can't punish the guys who would have come down but couldn't because of the virus.

Ray – We can't control that. Whatever we do, someone is going to bitch.

Randy – Maybe give everyone the points they would have earned on the major company events. Like as if they all went to the Labor Day parade, Memorial Day parade, the inspections and the fireworks. Things that were cancelled out of our control – you're going to get your points. Then have the rest based on calls.

Or go back the last 3 years and blend it. If you were at the parades 2 out of the last 3 years, you get it.

Chief – personal opinion – If you made it last year, you get it.

Robbie - Yes, except for the one-offs - Someone who didn't make it last year but did this year. And there will be some who did make it last year and Hey, haven't come around much this year.

When do we make the decision? January.

Let's table it for now and think about it.

FUND DRIVE – Derrick has a letter that has good wording in it and he wants to copy it. Push might be for us not actually coming around. Maybe mail in only or Paypal. People don't want to answer the door. People have been laid off.

Dr Skurla's office – We will start renting September 1st. Lawyer said we should have been insulted by some of the things in there (portion of taxes etc...) and should have said _____ & thrown it back in his face. Revised contract was sent over and needs our review.

Other rental possibilities were discussed.

NEW BUSINESS – New movie night coming from Local 109.

Packing – Do we need a container? Do we clean out the office a little bit? Find a trailer?

Start to purge? Dumpster? Shredder?

We have a lot of stuff next door. Janet is going to look into how long we have to keep records. 2 months till October. It will be here before you know it.

Randy's place just bought stackable ballroom chairs. So they have some for sale. They have to get out by September. Randy was going to talk to Maybe Mike Mihalko. Maybe he can store them for now in his secondary warehouse – just till we move in.

Joe will get prices on Pods, containers, etc...

PUBLIC PART OF THE MEETING Nothing at this time.

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, Polo, Kitchell, Cobane & Willans

ABSENT: None

NAYS: None

07/02/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-4,544.30
07/02/2020	10670	Rescue Products International	Training and Education	-150.00
07/02/2020	10671	Nisivoccia, LLP	Professional Services	-8,450.00
07/02/2020	10672	Optimum	Utilities	-279.60
07/02/2020	10673	Verizon Wireless	Utilities	-152.04
07/02/2020	10674	Spectrum Communications	Car 87	-312.50
07/02/2020	10675	Morristown Medical Group	Medical	-420.00
07/02/2020	10676	Truckman's Reprographics	Purchase of Vehicle	0.00
07/02/2020	10677	Verizon	Utilities	-609.70
07/02/2020	10678	Home Depot Credit Services	Shop Supplies	-173.36
07/02/2020	10679	Cobane, Rob	Fuel Vouchers	-70.00
07/02/2020	10680	Cook, Michael	Fuel Vouchers	-20.00
07/02/2020	10681	Cowley, Dale	Fuel Vouchers	-20.00
07/02/2020	10682	Gethins, John	Fuel Vouchers	-20.00
07/02/2020	10683	Graziano, Jesse	Fuel Vouchers	-20.00
07/02/2020	10684	Kelly, Brian	Fuel Vouchers	-20.00
07/02/2020	10685	Kelly, Eric	Fuel Vouchers	-20.00
07/02/2020	10686	Kelly, Tim	Fuel Vouchers	-20.00
07/02/2020	10687	Koba, Jack	Fuel Vouchers	-20.00
07/02/2020	10688	Shearer, Derrick	Fuel Vouchers	-70.00
07/02/2020	10689	Tursi, Frank	Fuel Vouchers	-20.00
07/02/2020	10690	Wittnebert, John	Fuel Vouchers	-20.00
07/02/2020	10691	Ziccarello, Ricky	Fuel Vouchers	-20.00
07/06/2020	10692	STAPLES CREDIT PLAN	Office Supplies	-284.05
07/06/2020	10693	PSE&G 10 Troy	Utilities	-16.20
07/06/2020	10694	JCP&L	-SPLIT-	-723.65
07/06/2020	10695	Police & Firemen's Insurance Association	Police & Fire Insurance	-508.30
07/06/2020	10696	Finish Line Car Wash	Car Washes	-9.03
07/06/2020	10697	Optimum 10 Troy	Utilities	-259.76
07/06/2020	10698	Nestle Pure Life Direct	Water	-104.86
07/06/2020	10699	Truckman's Reprographics	Purchase of Vehicle	-517.00
07/06/2020	10700	JCP&L 10 Troy	Utilities	-213.58
07/06/2020	10701	Graziano, Jesse	Reimbursements	-65.25
07/06/2020	10702	Gogel Tire Company	Repairs & Maintenance	-37.95
07/06/2020	10703	POSTMASTER	Office Supplies	-110.00
07/07/2020	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-634.55
07/13/2020	10704	SMCMUA	-SPLIT-	-387.30
07/13/2020	10705	Hanover Sewerage Authority 10 Troy Hills	-SPLIT-	-241.20
07/13/2020	10706	Auto Zone	Operating Materials & Supplies	-33.93
07/13/2020	10707	NJ Advance Media	Advertising	-62.00
07/13/2020	10708	Hanover Sewerage Authority	-SPLIT-	-433.35
07/13/2020	10709	Stewart & Stevenson Power Products	Building Maintenance	-500.00
07/13/2020	10710	Emergency Reporting	Computers	-159.91
07/13/2020	10711	Amtrust North America	Insurance Premiums	-4,013.00
07/14/2020	eft	NJ Division of Pensions & Benefits Health	Medical Benefits	-11,968.40
07/15/2020	eft	Board of Fire Commissioners	-SPLIT-	-21,257.03

07/24/2020	10712	NJ Advance Media	Advertising	-15.50
07/24/2020	10713	Standard Insurance Co	Life Insurance	-1,897.40
07/24/2020	10714	US Bank Equipment Finance	Copy Machine lease	-255.00
07/24/2020	10715	Township of Hanover	-SPLIT-	-561.31
07/24/2020	10716	PSE&G	-SPLIT-	-42.08
07/24/2020	10717	Castle Fire Protection	Membership Dues & Subscriptions	-676.41
07/24/2020	10718	NFPA/National Fire Protection Assoc	Membership Dues & Subscriptions	-175.00
07/25/2020	10719	CDW Government	Operating Materials & Supplies	-148.04
07/30/2020	10720	Verizon Wireless	Utilities	-152.04
07/30/2020	10721	Optimum	Utilities	-281.36
07/30/2020	10722	Home Depot Credit Services	Shop Supplies	-58.67
07/31/2020	eft	U. S. Bank NA	-SPLIT-	239,666.67
07/31/2020	eft	Wire Transfer Fee	Bank Charges	-30.00
07/31/2020	eft	Board of Fire Commissioners	-SPLIT-	-21,729.59
08/05/2020	10723	Wegman's	Operating Materials & Supplies	-20.24
08/05/2020	10724	Nestle Pure Life Direct	Water	-104.86
08/05/2020	10725	NJ Fire Equipment Co.	Hoses	-3,037.50
08/05/2020	10726	STAPLES CREDIT PLAN	Office Supplies	-127.94
08/05/2020	10727	Township of Hanover	-SPLIT-	-560.65
08/05/2020	10728	CF Services	-SPLIT-	-1,143.25
08/05/2020	10729	Optimum 10 Troy	Utilities	-259.76
08/05/2020	10730	Emergency Reporting	Computers	-159.91
08/05/2020	10731	Cobane, Rob	Fuel Vouchers	-70.00
08/05/2020	10732	Gethins, John	Fuel Vouchers	-20.00
08/05/2020	10733	Graziano, Jesse	Fuel Vouchers	-20.00
08/05/2020	10734	Kelly, Brian	Fuel Vouchers	-20.00
08/05/2020	10735	Kelly, Eric	Fuel Vouchers	-20.00
08/05/2020	10736	Kelly, Tim	Fuel Vouchers	-20.00
08/05/2020	10737	Ryan Okolita	Fuel Vouchers	-20.00
08/05/2020	10738	Shearer, Derrick	Fuel Vouchers	-70.00
08/05/2020	10739	Tursi, Frank	Fuel Vouchers	-20.00
08/05/2020	10740	Wittnebert, John	Fuel Vouchers	-20.00
08/05/2020	10741	Ziccarello, Ricky	Fuel Vouchers	-20.00
08/05/2020	10742	Koba, Jack	Fuel Vouchers	-20.00
				<u>-20.00</u>
				329,434.98

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

Meeting was adjourned at 8:53

Respectfully submitted,
Janet Hammond