

MINUTES - REGULAR MEETING

August 9, 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, Willans, Gethins, & Woytas

Absent: None

Also present: 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 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, Willans, Gethins, Woytas

ABSENT: None

NAYS: None

At this time, Treasurer Cobane made a suggestion that we move money into the Construction account in order to pay the JR bill. He suggested that we move \$2000 from Joint purchases, \$2000 from Training and education and \$7826 from Purchase of Assets into the other account. The motion to do this was made by Comm. Gethins and seconded by Comm. Willans. IT was carried by the following vote:

AYES: Cobane, Kitchell, Willans, Gethins, Woytas

ABSENT: None

NAYS: None

After this check clears, the Construction account should be zero and it will be closed.

TREASURER'S REPORT

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: Cobane, Kitchell, Willans, Gethins, Woytas

ABSENT: None

NAYS: None

For the month of June 2021

General Checking Account #7859643244

TD Bank

Balance On Hand - June 30, 2021

\$752,271.57

July Checks

(\$77,455.86)

Deposits for the Month of July 2021

Care One	Penalty	\$500.00
Tiffany Customer Fulfillment	Permits & Fees	\$695.00
JCP&L	Prorated final	\$75.13
Whippany Fire Company	June cell tower	\$11,125.29
US Bank Equipment	Refund - old machine	\$790.50
Township of Hanover	June false alarms	\$750.00
Whippany Actuation Systems	Permits & Fees	\$54.00
J&R Tobacco	Permits & Fees	\$54.00
State of New Jersey	3rd Quarter rebate	\$11,641.19
Voided Check 11102		\$70.00
Registration fees	Permits & Fees	\$925.00
<u>Balance on Hand, July 31, 2021</u>	<u>(matches Quickbooks)</u>	<u>\$701,495.82</u>

Checks Submitted this Month's Meeting **\$79,521.55**

**Construction Checking Account
#437-6555294**

TD Bank

Balance On Hand - June 30, 2021 **\$69,182.04**

Amazon Business	215	(492.74)
Tandem Contracting	216	(12478.61)

Balance on Hand, May 31, 2021 **(matches Quickbooks)** **\$56,210.69**

CHIEF'S REPORT:

Supplies, Equipment, and Maintenance

- Supplies were purchased from Home Depot and Staples

Apparatus

- C-87 was involved in accident while responding to a call

Training

Training for the month of July was:

Building walk Thru 444 Rt 10 Whippany village apartments
SCBA Obstacle Course

Purchases

Nothing at this time

Fire Prevention

- 96 Inspections / re-inspections were conducted last month. \$ **2220.00** in fees were billed and being collected. **Total for year so far is \$17,515.00 That is \$7968.00 over of all the fees collected for all of 2020**

EMS

- (48) Calls were answered last month.

Fire

- (38) Calls were answered last month.

86 Total calls answered in July 2021

Other Matters and Announcements

- Spec reviews were completed
- In progress SOGs working on headings for each one. And still working on things for EMS Licensing.
- Submitted FEMA AFG grants for Ladder truck (awards are coming out)
- Email with Braslow in regards to Subpoena
- Phone conference with Rep from FEMA in regards to Request for Public Assistance
- Accident involving C3
- Quotes for LED sign for out front
- Conducted Officers meeting
- New county radios have been installed / delivered
- Processed application with HT Health Dept to renew our Food License for Fire Company Hall

Derrick Shearer was involved in a traffic accident and went to the hospital with whiplash-like injuries. He was checked out and released and the Board is glad he is okay. Chief filed an insurance claim and a Workers' Comp claim. The car is totaled and the insurance value to be paid to us is \$7700.00. Paul asked the Board if we should get a replacement vehicle. There had been over \$20,000 in repair costs to that one and it was old.

For now, he will take 84 from Brian Kelly and give it to Derrick.

\$3300 / year is the replacement value.

- We have a new member – 19 years old.
- Janet typed up the Ambulance Storage resolution.
- The SOGs went out to everyone to read.
- There is one personnel issue to be discussed later. Paul said the physical should be the last step from now on. He also plans to talk to the doctors administering the physicals and makes sure they take it seriously – not just rubber stamp them.
- New radios have been installed.
- Paul got a price on a new Ford explorer to replace Derrick's car. It would be \$48 to 52k fully outfitted. We spent \$3300 / year over 15 years on the old one. Paul feels that price is high as he put in 5000 for a command cabinet and he knows it can be cheaper.

Robbie will talk to Man Lee about the vehicle. Paul said it's at least 2 months out due to the vehicle shortages right now. Braslow had told Paul that as long as the auditor is ok with it, we could buy the car. We could pull \$50,000 from the reserves?

- Clean up drills are coming up. Barbecue will be the last night for the guys. Next week is an extra week and a training drill was suggested. Then do the clean-ups as close to the parade as possible. John Gethins is reaching out to another pipe band. The Sharpshooters said no.

We will use Wegman's again for the breakfast and sandwiches.

82 will be in the competition this year. Some of the men want to work on her.

9-2-21 Barbecue and the parade are on the 4th.

Week of the 23rd will be the cleanups – Tuesday, Wednesday and Thursday and the following week also – same days.

We have 2 antiques also.

- The Website – it's so outdated. The last call update was in 2017. No pictures from the ribbon cutting or golf outing. Paul would like to see a PSA on our Facebook page also. And update the call numbers. He'd like to ask Josh to be in charge of it.

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

AYES: Cobane, Kitchell, Gethins, Woytas & Willans

ABSENT: None

NAYS: None

COMMUNICATIONS

- Letter from TD – Our CD is coming due - \$205,000. .
- JR bill – needs to be paid.
- US Bank – statements come monthly. What is the status of our bond payments?

At this time, Clerk Kitchell read the attached Resolution regarding the storage of ambulance(s) from Cedar Knolls at our facility. Chief Perrello and Chief DiGiorgio are working on the actual agreement that will be signed later. A motion was made to accept this Resolution, by Comm. Cobane. It was seconded by Comm. Kitchell and passed by the following vote:

AYES: Cobane, Kitchell, Willans, Gethins, Woytas

ABSENT: None

NAYS: None

A motion was made to roll over our TD Bank CD. The motion was made by Comm. Cobane and seconded by Comm. Kitchell, and passed unanimously.

COMMITTEE REPORTS

Personnel: One new guy coming in tomorrow. Comm. Cobane said that feedback on performance is needed on the Officers and should be documented. Maybe put a system in place to do review quarterly and follow through on recommendations.

Apparatus: Mid life 81 has been taken off our insurance. It was still on there.

Insurance: We will get \$7787 for Derrick's vehicle.

Dinner: Nothing at this time.

First Aid: Responded to 48 calls and 0 transports.

Relocation: Nothing at this time. Closing Construction account next month.

FIRE CO: - Nothing at this time.

TOWNSHIP – Nothing at this time.

OLD BUSINESS – Nothing at this time.

NEW BUSINESS:

Fire Prevention materials needs to be ordered for the school kids.

PUBLIC PART OF THE MEETING - 2 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, Willans & Woytas

ABSENT: None

NAYS: None

07/06/2021	11366	Verizon Wireless	Utilities	-152.04
07/06/2021	11367	Optimum 10 Troy	Utilities	-559.49
07/06/2021	11368	Fail Safe Testing	Hose - Test	-2,233.00
07/06/2021	11369	Fire Fighters Equipment Company Inc.	SCBA Test	-48.00
07/06/2021	11370	Eastern Janitorial	Building Maintenance	-655.00
07/06/2021	11371	Custom Bandag, Inc.	Engine 83	-224.25
07/07/2021	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-846.96
07/07/2021	eft	NJ Division of Pension & Benefits-Pension	Pension Expense	-1,367.60
07/08/2021	11372	Morris County Public Safety Training Acad	Training and Education	-750.00
07/08/2021	11373	Emergency Reporting	Computers	-246.40
07/08/2021	11374	CPR Baltimore	Medical Supplies	-184.14
07/08/2021	11375	Magnum	Purchase of Assets	-2,872.00
07/08/2021	11376	SMCMUA 10 Troy	Utilities	-420.22
07/08/2021	11377	Finish Line Car Wash	Equipment	-12.00
07/08/2021	11378	STAPLES CREDIT PLAN	Office Supplies	-421.96
07/08/2021	11379	US Bank Equipment Finance	Copy Machine lease	-295.22
07/08/2021	11380	Police & Firemen's Insurance Association	Police & Fire Insurance	-510.73
07/08/2021	11381	Sunny Communications	Purchase of Assets	-500.00
07/08/2021	11382	Cobane, Rob	Fuel Vouchers	-20.00
07/08/2021	11383	Cowley, Dale	Fuel Vouchers	-20.00
07/08/2021	11384	Danus, James	Fuel Vouchers	-20.00
07/08/2021	11385	Jake Dodson	Fuel Vouchers	-20.00
07/08/2021	11386	Gethins, John	Fuel Vouchers	-20.00
07/08/2021	11387	Kelly, Brian	Fuel Vouchers	-70.00
07/08/2021	11388	Kelly, Eric	Fuel Vouchers	-20.00
07/08/2021	11389	Koba, Jack	Fuel Vouchers	-20.00
07/08/2021	11390	LaSota, Matthew	Fuel Vouchers	-20.00
07/08/2021	11391	Pavone, Matthew	Fuel Vouchers	-20.00
07/08/2021	11392	Shearer, Derrick	Fuel Vouchers	-70.00
07/08/2021	11393	Tursi, Frank	Fuel Vouchers	-20.00
07/08/2021	11394	Van Seggern, Steven	Fuel Vouchers	-20.00
07/08/2021	11395	Winkler, Sean	Fuel Vouchers	-20.00
07/12/2021	11396	Auto Zone	Repairs & Maintenance	-43.94
07/12/2021	11397	PSE&G 10 Troy	Utilities	-51.08
07/12/2021	11398	Nestle Pure Life Direct	Water	-146.84
07/12/2021	11399	Turnout Fire & Safety - Little Falls	Uniforms and Personal Equipment	-250.97
07/12/2021	11401	Witmer Associates, Inc	Turnout Gear	-58.00
07/15/2021	11402	VE Ralph & Sons, Inc	Medical Supplies	-69.54
07/15/2021	11403	FIS On Site Services, LLC	Repairs & Maintenance	-1,453.83
07/15/2021	11404	Electronic Measurement Labs	Meters	-100.29
07/15/2021	11405	Johnny's Pizza	Promotion	-158.82
07/15/2021	eft	Board of Fire Commissioners	Employee Payroll	-24,724.03
07/19/2021	11406	VE Ralph & Sons, Inc	Medical Supplies	-110.65
07/22/2021	11407	Lifesavers, Inc.	CPR Training Expense	-377.00
07/22/2021	11408	VE Ralph & Sons, Inc	operating materials & supplies	-132.33
07/22/2021	11409	Stewart & Stevenson Power Products	Building Maintenance	-533.13
07/22/2021	11410	Electronic Measurement Labs	Meters	-304.99

07/22/2021	11411	Gusmano, Gaetano	Reimbursements	-42.80
07/22/2021	11412	Township of Hanover	Gasoline / Diesel	-501.29
07/22/2021	11413	Amtrust North America	Insurance Premiums	-4,510.00
07/22/2021	11414	JCP&L 10 Troy	Utilities	-2,841.77
07/22/2021	11415	Revolutionary Tactics & Training, LLC	Training and Education	-300.00
07/27/2021	11416	Braslow, Richard M. Esq	Legal	-150.00
07/27/2021	11417	Turnout Fire & Safety - Little Falls	Uniforms and Personal Equipment	-109.98
07/27/2021	11418	Verizon	Utilities	-172.40
07/27/2021	11419	Standard Insurance Co	Life Insurance	-1,754.20
07/29/2021	eft	Board of Fire Commissioners	Employee Payroll	-20,614.15
07/30/2021	11420	Nisivoccia, LLP	Professional Services	-4,375.00
07/30/2021	11421	Home Depot Credit Services	Shop Supplies	-594.59
07/30/2021	11422	US Bank Equipment Finance	Copy Machine lease	-295.23
08/04/2021	11423	Verizon Wireless	Utilities	-152.04
08/04/2021	11424	Emergency Reporting	Computers	-246.40
08/04/2021	11425	Amazon Business	Repairs & Maintenance	-189.47
08/04/2021	11426	Morris Co. Dept of Law & Public Safety	Training and Education	-250.00
08/04/2021	11427	Minerva Cleaners	Gear Cleaning	-98.70
08/04/2021	11429	Cobane, Rob	Fuel Vouchers	-20.00
08/04/2021	11430	Cowley, Dale	Fuel Vouchers	-20.00
08/04/2021	11431	Danus, James	Fuel Vouchers	-20.00
08/04/2021	11432	Jake Dodson	Fuel Vouchers	-20.00
08/04/2021	11433	Gethins, John	Fuel Vouchers	-20.00
08/04/2021	11434	Kelly, Brian	Fuel Vouchers	-50.00
08/04/2021	11435	Kelly, Eric	Fuel Vouchers	-20.00
08/04/2021	11436	Koba, Jack	Fuel Vouchers	-20.00
08/04/2021	11437	LaSota, Matthew	Fuel Vouchers	-20.00
08/04/2021	11438	Pavone, Matthew	Fuel Vouchers	-20.00
08/04/2021	11439	Shearer, Derrick	Fuel Vouchers	-70.00
08/04/2021	11440	Van Seggern, Steven	Fuel Vouchers	-20.00
08/06/2021	11441	PSE&G 10 Troy	Utilities	-57.24
08/06/2021	11442	Eastern Janitorial	Building Maintenance	-605.00
08/06/2021	11443	Nestle Pure Life Direct	Water	<u>-146.84</u>
				-79,521.55

8:05 At this time, Comm. Cobane made a motion to adjourn the regular meeting and go into Executive Session to discuss personnel matters. . The motion was seconded by Comm. Kitchell and passed unanimously.

At 9:23, the Board came out of Executive Session. A motion was made by Comm. Willans to adjourn. It was seconded by Comm. Gethins and it passed unanimously.

Meeting was adjourned at 9:28
Respectfully submitted,
Janet Hammond