

MINUTES - REGULAR MEETING

September 14, 2020

Commissioner Ray Woytas called the meeting to order on the above mentioned date at 7:30 pm, at 440 Route 10, in the bays - Whippany, NJ.

Commissioners present: Polo, Woytas, & Willans

Absent: Kitchell and Cobane

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.

MINUTES OF THE LAST MEETING

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

AYES: Woytas, Polo & Willans

ABSENT: Kitchell and Cobane

NAYS: None

TREASURER’S REPORT

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

AYES: Polo, Woytas & Willans

ABSENT: Kitchell, Cobane

NAYS: None

General Checking Account #7859643244

TD Bank

Balance On Hand - July 31, 2020 **\$442,903.45**

August checks (\$88,116.43)

Deposits for the Month of July 2020

Township of Hanover	District Taxes	\$302,569.00
Whippany Park High School	Training Income CPR	\$120.00
State of NJ :Law & Public Safety	4th Qtr rebate	\$16,377.75
Whippany Fire Company	August	\$10,669.89
Write off old checks		\$1,348.52

Balance on Hand, August 31 2020 **\$685,872.18**

(matches Quickbooks)

Checks Submitted this Month's Meeting **\$134,180.43**

Construction Checking Account #437-6555294

TD Bank

Balance On Hand - July 31, 2020			\$2,267,422.83
Return of Escrow	Deposit		\$600,000.00
Robbie Conley Architects	122	(14070.40)	
John Mondano	123	(3780.00)	
JR Contracting	124	(292365.00)	
FAST Fire & Security technologies	125	(611.00)	
John Mondano	126	(5715.00)	
Richard Braslow, Esq	127	(1740.00)	
The KPV Group	128	(9968.40)	
Robbie Conley Architects	129	(7035.20)	

Balance on Hand, August 31, 2020
(matches Quickbooks)

\$2,532,137.83

CHIEF'S REPORT:

Supplies, Equipment, and Maintenance

- Supplies were purchased from Home Depot.
- Supplies were purchased from Staples.
- Supplies were purchased from Auto Zone.
- Yearly flow tests were completed on our SCBA packs by NJ Fire.

Apparatus

- Brunner's Garage serviced Unit 84.

Training

- Training for the month of August was:
 - Pump Operations
- Training for the month of September will be:
 - Incident report writing
 - Ladders
 - What's in here?

Purchases

- We need to replace the tires on Unit 85. I received a quote from Dave's Tire in Boonton for tires and front end alignment. \$823.60 price is on the State Contract.
- I would like to purchase 5 sets of turnout gear from NJ Fire Equipment. The State Contract price is \$20,001.85 in total.

Fire Prevention

- (112) Inspections / re-inspections were conducted last month. \$0.00 in permit fees were collected.

EMS

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

Fire

- (51) 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 monthly.
- Last month our RIC Team responded to Parsippany Dist. 1, 5, and 6. Also were requested to Florham Park.
- We had an engine at a Presidential Standby at the Morristown Airport.
- FF Bradley is taking the NJ State Fire Inspectors class at the Fire Academy. It is a 3 week daytime class. I switched schedules around to avoid overtime for this class.
- Paul is scheduled to have carpal tunnel surgery on both hands 2 weeks apart in October. He will be allowed to come to work on light duty but can operate an engine. Paul's schedule for the month of October is 9-5.

Chief reported that he has 2 purchases - Tires for engine 85 and 5 sets of turnout gear - as stated above in his report.

Commissioner Polo made a motion that we accept the Chiefs report and authorize the 2 purchases. The motion was seconded by Comm. Willans and passed by the following vote:

AYES: Polo, Woytas & Willans

ABSENT: Kitchell, Cobane

NAYS: None

COMMUNICATIONS -

1. TD Bank - Our CD came due on September 4th, 2020.
2. Ready Refresh - the price of the water bottles is going up \$2.00 per bottle on 3 and 5 gallon bottles.
3. The 2019 audit from Nisivoccia is complete and a copy has been sent for each Commissioner.
4. Chief Cortright presented his letter of retirement (attached)

The letter of retirement was read in its entirety. Commissioner Polo made a motion to accept the Chief's retirement as of April 1, 2021. The motion was seconded by Comm. Willans and passed by the following vote:

AYES: Polo, Woytas & Willans

ABSENT: Kitchell, Cobane

NAYS: None

COMMITTEE REPORTS

Personnel: A Resolution was read adopting the job description for the position of Battalion Fire Chief. A motion was made by Comm. Polo that the Board adopt the job description and post the job notice. The motion was seconded by Commissioner Willans and a roll call vote was taken.

Polo - AYE

Willans - AYE

Woytas - AYE

Kitchell - Absent

Cobane - Absent

The motion passed and the Resolution is attached to these minutes.

Apparatus: 85 needs tires. All testing has been done on all the equipment. Fire 7 Safety will do service on the new engine and Chris Foer will do his annual maintenance on everything.

Hose testing - about 1200 feet of hose failed. Some were repaired and others were replaced. Of those that were repaired, they have since been tested again and passed.
Paul - reported that there is no news yet on the grant he applied for.

Insurance: Nothing at this time.

Dinner: Nothing at this time.

First Aid: We responded to 29 calls and 0 transports.

Relocation: There is a meeting with the contractor tomorrow. We are waiting for the report on the trusses.

Randy Polo reported that all the kitchen equipment is being delivered tomorrow, and that it was all paid for by the Fire Company. They were sheet-rocking today.

Randy asked if we want to move ahead with the irrigation. The company he knows came in at \$9,900. The contractor's guy was \$17,800. The other 2 estimates were \$16,100 from Sprinkler Joe and about the same from one more. They are all within the same range.

JR Contracting will only guarantee the landscaping if we get irrigation.

A discussion took place on getting service contracts also and maybe approaching Sprinkler Joe to match the other price. It was decided to table the irrigation till the other Commissioners can weigh in. Maybe we could get a local person to do the annual services.

Chief and Ray spoke to Brian Pillion. We are set to go into the Legion if the need arises. It would be month to month and he knows that we don't know when or if we'll need it yet.

Randy - at the last meeting, the TCO came up. Sean from the Building Dept said that if this standard list of things is done, then he's good with it for the first floor.

The Sewer Authority questioned that and wants to block off anything coming down from the second floor once the plug s opened.

The standard list is sidewalks, bathrooms, etc.. The same kind of list any new building would have to fulfill.

At least we could get the trucks in. Nobody would be in after hours - the upstairs would be closed off. It's mostly just to get the apparatus in.

TOWNSHIP - No liaison present again.

FIRE CO: - Derrick reported that Robbie reported on the Relocation progress to the company. He also spoke about Covid and the birthday parades they did. Matt Pavone is now provisional and we have 2 possible new members.

OLD BUSINESS – LOSAP - We'll try to hammer that out for the next meeting.

The Commissioners Building - Some stuff has been cleaned out and the attic emptied. A lot has been organized.

There is no closing date as yet. Tom Braviak is trying to push it a little.

Jim Kitchell volunteered the suggestion of a trailer for storage stored in his yard. Better than a Pod or two and we could access anything we needed.

NEW BUSINESS – John Wittnebert and John Gethins helped Mike Cowley and Paul to run all the wiring over at the new building. A big thank you goes out to them for helping.

Water prices - Maybe Mike could look into it?

PUBLIC PART OF THE MEETING

4 members of the public attended.

Richie Allocco asked that the Board explain the Legion situation. Ray Woytas explained it to him. If we need a place to go to do business before the building is habitable, we could use the downstairs room in the Legion as a center of operations.

Richie questioned whether the volunteers would have to go to 2 places to respond or how that would work.

Ray said an apparatus would be kept over there also and members would only have to report to 1 place. Hopefully, we won't need it at all.

The contractor says January for the key turnover. If we get the TCO for the first level, the trucks will be there. And then maybe we would set up tables in the back of the bays or something temporary.

It would just be for emergency situations - no one would be washing their cars, or just hanging out there.

Richie also had another item to address. He said he was concerned with honesty in the department and read the attached letter. He is concerned that Deputy Chief Cobane is also a Commissioner. At the end of the letter reading, he called for Comm. Cobane to step down from one of his 2 positions. The Board said they would look into it.

Derrick Shearer questioned the Township Liaison not ever being here at meetings. The last time was back in March or so.

Randy said that he has been coming to the meetings with the contractor.

Derrick said that there is a lot of development going on. Our liaison should be here updating us and hearing our needs. We need to know the type of construction and our adequacy issues regarding such. We need to determine what the future will be like for us.

When he IS here, he usually has nothing to present to us. Does he present anything to the town about our needs also? There are a lot of Committees deciding the building and planning of this town. we need to be updated on them.

Randy - Paul has raised the issue with Mike Mihalko who brought it up at the town meeting. Joe Giorgio emailed Randy and TQ. They are more than happy to sit down with us and discuss our needs. He asked us to put together a 5 year plan on our needs - equipment, manpower, etc...

Paul - The Chief can use plan reviews to delineate our needs also.

Derrick - Can we work with individuals in construction to reduce incidents also - by looking at more details? When we go to the same house a ton of times and they always have a faulty detector, maybe we can work with a local non-profit or community outreach to help these kinds of incidents be smaller.

Randy - We are working with Giorgio to find out how long before the shovel hits with each of these projects.

Derrick - There is a Strategic Planning class on Thursday. Maybe some of us can attend.

Richie Allocco - Do we plan on asking for more staff in the 5 year plan?

That depends on when things are being built. In 5-10 years, if Pine Plaza is demolished in 2021 - then Yes, we'd need more people.

We can get someone hired here pretty quickly. we don't want to hire ahead of time. The town won't give us the money for that now because construction hasn't even begun yet.

Richie - When do you start budgeting for more staff?

Polo - We have a cap of 2% also. We have to look at it as it happens. We'll have the Chief's salary this year also.

Richie - I read an older study that said we were 5 guys short back then. We've only hired 2 since then and now Robbie told us we may not replace one if one gets promoted.

Randy - We have to take it one step at a time. Even though the Chief is retiring, his salary goes to April. So, what do we sacrifice? Equipment is important. We will definitely have to fill that position but when is the issue.

The 2 new hires provided a better schedule but there's still only 3 guys in the station at one time. We see it. We know you can't put more people in town and not add to our resources

BILLS

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

AYES: Polo, Woytas & Willans

ABSENT: Kitchell, Cobane

NAYS: None

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	gasoline / Diesel	-560.65
08/05/2020	10728	CF Services	Repairs / Maintenance	-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
08/11/2020	10743	Finish Line Car Wash	Car Washes	-9.03
08/11/2020	10744	NJ Advance Media	Advertising	-15.50
08/11/2020	10745	PSE&G	Utilities	-37.82
08/11/2020	10746	PSE&G 10 Troy	Utilities	-16.42
08/11/2020	10747	Amtrust North America	Insurance Premiums	-4,013.00
08/14/2020	eft	Board of Fire Commissioners	employee Payroll	-22,254.97
08/14/2020		NJ Division of Pensions & Benefits Health	Medical Benefits	-11,968.40
08/15/2020	eft	NJ Division of Pension & Benefits- Pension	Pension Expense	-3,000.00
08/15/2020	eft	NJ Division of Pension & Benefits- Pension	Pension Expense	-700.00
08/17/2020	10748	JCP&L 10 Troy	Utilities	-192.63
08/17/2020	10749	Auto Zone	Operating Materials & Supplies	-25.00
08/17/2020	10750	Division of Fire Safety	Membership Dues & Subscriptions	-210.00
08/17/2020	10751	JCP&L	Utilities	-920.07
08/17/2020	10752	Police & Firemen's Insurance Association	Police & Fire Insurance	-508.30
08/17/2020	10753	Daily Record	Advertising	-39.30
08/17/2020	10754	Verizon	Utilities	-242.48

08/24/2020	10755	Tasc Fire Apparatus, Inc.	Hose Repair	-560.00
08/24/2020	10756	US Bank Equipment Finance	Copy Machine lease	-280.50
08/24/2020	10757	Standard Insurance Co	Life Insurance	-1,897.40
08/31/2020	10758	Home Depot Credit Services	Shop Supplies	-167.26
08/31/2020	10759	Verizon Wireless	Utilities	-152.04
08/31/2020	10760	Township of Hanover	gasoline / Diesel	-431.99
08/31/2020	10761	Cortright, Joseph	Reimbursements	-25.33
08/31/2020	10762	Optimum	Utilities	-281.36
08/31/2020	eft	Board of Fire Commissioners	employee Payroll	-20,630.79
08/31/2020	10763	McNeil & Company	Insurance Premiums	-13,782.73
09/08/2020	10764	Brunners Garage	New 84	-62.75
09/08/2020	10765	Optimum 10 Troy	Utilities	-259.76
09/08/2020	10766	PSE&G 10 Troy	Utilities	-33.09
09/08/2020	10767	STAPLES CREDIT PLAN	Office Supplies	-43.18
09/08/2020	10768	Verizon	Utilities	-632.91
09/08/2020	10769	State of NJ / Dept of Labor	Medical Benefits	-12.00
09/08/2020	10770	Emergency Reporting	Computers	-183.90
09/08/2020	10771	Nestle Pure Life Direct	Water	-104.86
09/08/2020	10772	Cobane, Rob	Fuel Vouchers	-70.00
09/08/2020	10773	Cook, Michael	Fuel Vouchers	-20.00
09/08/2020	10774	Gallo, Matt	Fuel Vouchers	-20.00
09/08/2020	10775	Gethins, John	Fuel Vouchers	-20.00
09/08/2020	10776	Graziano, Jesse	Fuel Vouchers	-20.00
09/08/2020	10777	Kelly, Brian	Fuel Vouchers	-20.00
09/08/2020	10778	Kelly, Eric	Fuel Vouchers	-20.00
09/08/2020	10779	Kelly, Jonathan	Fuel Vouchers	-20.00
09/08/2020	10780	Kelly, Tim	Fuel Vouchers	-20.00
09/08/2020	10781	Koba, Jack	Fuel Vouchers	-20.00
09/08/2020	10782	Makowski, Joseph	Fuel Vouchers	-20.00
09/08/2020	10783	Mihalko, Joseph Jr.	Fuel Vouchers	-20.00
09/08/2020	10784	Ryan Okolita	Fuel Vouchers	-20.00
09/08/2020	10785	Shearer, Derrick	Fuel Vouchers	-70.00
09/08/2020	10786	Tursi, Frank	Fuel Vouchers	-20.00
09/08/2020	10787	Benjamin Willans	Fuel Vouchers	-20.00
09/08/2020	10788	Wittnebert, John	Fuel Vouchers	-20.00
09/08/2020	10789	Ziccarello, Ricky	Fuel Vouchers	-20.00
09/08/2020	10790	Police & Firemen's Insurance Association	Police & Fire Insurance	-508.30
09/08/2020	10791	JCP&L Fieldstone	Utilities	-15.00
09/08/2020	10792	Lifesavers, Inc.	CPR Training Expense	-120.00
09/08/2020	10793	Finish Line Car Wash	Car Washes	-9.03
09/08/2020	10794	Auto Zone	Operating Materials & Supplies	-25.00
09/08/2020	10795	Stewart & Stevenson Power Products	Building Maintenance	-2,836.00
09/08/2020	10796	Amtrust North America	Insurance Premiums	-4,018.00
09/08/2020	10797	JCP&L 10 Troy	Utilities	-195.33
09/14/2020	10799	PSE&G	Utilities	-39.36
09/14/2020	10800	JCP&L	Utilities	-1,598.47
09/14/2020	10801	Amtrust North America	Insurance Premiums	-3,919.00
09/14/2020	10802	Stewart-Morris, Inc.	Operating Materials & Supplies	-630.00
09/14/2020	10803	Paul Perrello	Reimbursements	-111.37

09/14/2020	10804	Palermos Pizza	Promotion	-35.23
09/14/2020	10805	Amtrust North America	Insurance Premiums	-4,018.00
09/14/2020	10806	County of Morris Treasurer	Dispatching Services	-22,529.00
09/14/2020	10807	NJ Fire Equipment Co.	Testing	<u>-3,664.46</u>
				-
				134,180.43

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

Meeting was adjourned at 8:14.

Respectfully submitted,
Janet Hammond

I believe the board of fire commissioners should be composed of honest people. That was a strong belief of mine when I decided to run for a commissioner's spot. I'm bringing this up because one of the commissioners is also the current Deputy Chief of the Whippany Fire Company. This is a conflict of interest and it is also dishonest. The fact that this member has repeatedly said " I will only step down from my role if someone says something" is disheartening. This is not a good quality for a public servant to have. This member can decide on or vote on things that can benefit him first hand in his current position, further more there is a strong bias created which can affect departmental operations as well as career staffing operations. If this member feels strongly about the volunteer organization and actively serves in it, he may halt or slow the progression of the career firefighters to try and benefit his volunteer organization. This creates a problem larger than holding two positions, this can create a riff between the two organizations if the volunteers see their Chief acting against the career side. A riff would create moral problems and bad blood between both sides making it difficult for members on both sides to want to work well together. If I remember correctly a previous commissioner stepped down out of his role because he had taken on the role of Assistant Chief, he did so because he knew that it was ethically the right the to do and also the honest thing to do. So I ask that Commissioner Cobane step down from one of his two positions immediately. I think that the board of Fire Commissioners should also look into redacting the money he has received for one of the positions from the time he started as commissioner up to the present. Receiving monies for two positions when only one should be held is immoral.

Letter from Richard Allocco to the Board - 9-14-2020

September 14, 2020

Board of Fire Commissioners, Fire District No. 2
Township of Hanover
434 Route 10
Whippany, NJ 07981
Attn: Chairman Raymond Woytas

Chairman Woytas,

Please accept this letter today as my official notification to the Board of Fire Commissioners that I will be retiring from my position of Fire Chief on April 1, 2021. My last day in the office will be sometime in December 2020 depending on how much vacation and sick time that I have accrued.

It certainly has been a pleasure to serve the Board, Fire Company and community for the past 19 years as Chief of Department.

Sincerely,



Joseph J. Cortright



Raymond J. Woytas

Chairman