

**MINUTES - REGULAR MEETING**

**April 10, 2023**

Chairman John Gethins called the meeting to order on the above-mentioned date at 7:30 pm, at 10 Troy Hills Road, Whippany, NJ

Commissioners present: Cobane, Quinn, Gethins, & Willans

Absent: Ehrich

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**

Comm Cobane called for the acceptance of the minutes from last month. Comm. Willans seconded the move, and it was carried by the following vote:

AYES: Cobane, Gethins, Quinn, & Willans

ABSENT: Ehrich

NAYS: None

**TREASURER’S REPORT**

\*The following Treasurer’s report was submitted. Many of the numbers in the Budget versus Actual report are incorrect. Both payrolls for the month of March were not processed and so those accounts affected have not been updated with the current numbers. When the payrolls are inputted, the Treasurer’s report will be run all over again and entered as the official report for this month.

**Treasurer's Report - April 10, 2023**

**For the month of March 2023**

**General Checking Account #: XXXXXX3244**

**TD Bank**

Balance On Hand - February 28, 2023	<b>\$1,231,950.96</b>
March Checks	(\$551,532.15)
Transferred to Penalty Account	(\$2,300.00)

**Deposits for the Month of February 2023**

Allstate Insurance	For car into Bldg	\$4,651.24
Less Stress Instructional Services	Refund of classes	\$3,790.00
North Hills Realty	permits and fees	\$54.00
McNeil & Company	Pro-rated refund	\$8,936.39
Whippany Fire Company	Cell Tower Income	\$12,537.56
Powerhouse	Penalties	\$2,300.00
ISS Facilities	permits and fees	\$641.00
Tyler Technologies	2011 Permit fees	\$162.00
Tyler Technologies	2008 Registration Fees	\$725.00

Registration Fees

\$1,075.00

**Balance on Hand, March 31, 2023**

**(matches Quickbooks)**

**\$712,991.00**

Checks Submitted this Month's Meeting

**\$578,676.51**

**Business 12 Month CD -x0575  
3.15%**

**Matures 12-7-23**

**\$209,125.97**

Last Interest

504.12

**Business 6 Month CD - TD Bank X9425**

**Matures 9-4-23**

**3.49%**

**\$206,458.79**

Last Interest

183.11

**Penalty Checking Account # XXXX3773**

**TD Bank**

**Balance on Hand, March 31, 2023**

**\$5,014.02**

A motion was made to accept the Treasurer's report and to have the correct and updated report be re-done and submitted later. This motion was made by Comm. Cobane. It was seconded by Comm.

Quinn and passed by the following vote:

AYES: Cobane, Gethins, Quinn & Willans

ABSENT: Ehrich

NAYS: None

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## **CHIEF'S REPORT:**

### **Supplies, Equipment, and Maintenance**

- Purchases made from Amazon and Staples

### **Apparatus**

- All preventative maintenance has been completed.

### **Training**

- SCBA Air consumption drill
- Live fire Training (live Burn) @ Fire Academy
- Review use of new air packs

### **Purchases**

- Requesting to utilizes the remining funds (roughly \$8,000) that was allocated for air pack purchase to purchase AV3000 masks at state contract price of 15 @ \$410.40 = \$6156.00

### **Fire Prevention**

- **68** Inspections / re-inspections were conducted last month. **\$ 13,173.00** in fees were billed and being collected. Total of **\$22,953.00** for 2023 so far

## **EMS**

- (52) Calls were answered last month.

## **Fire**

- (38) Calls were answered last month.

90 Total calls answered

## **Other Matters and Announcements**

- New Hire Process
- New Air Packs in service
- Conducted Plan reviews
- Conducted Spec reviews
- Conducted Meeting of members to discuss renumbering of apparatus
- DCA Minimum Mandatory Qualifications In process
- Review Junior FF program rules and Regulations
- Annex for Township COMPLETED
- Quotes for painting of bay door trim attached
- New Gear

A motion was made to accept the Chief's report by Comm. Willans. It was seconded by Comm. Quinn and passed by the following vote:

AYES: Cobane, Gethins, Quinn & Willans

ABSENT: Ehrich

NAYS: None

**COMMUNICATIONS** – A thank you letter from the County was received regarding our department's assistance and expertise during a fire on March 17<sup>th</sup> at the Red Carpet.

## **COMMITTEE REPORTS**

**Personnel:** The new hire has accepted the offer of employment. His background check was good. He has 1 or 2 more tests / physicals to follow. If everything is favorable, we can order him uniforms and get him ready for June 1<sup>st</sup>.

**Apparatus:** All preventative maintenance has been completed. The pump on 81 will be done tomorrow.

**Insurance:** Nothing at this time.

**First Aid / Merger:** There is a joint meeting here next Tuesday at 7:00 pm

**TOWNSHIP** – Nothing at this time.

**FIRE CO:** - Nothing at this time.

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## **OLD BUSINESS –**

From the Chief :

- re: the Bond / Leasing company. Commissioners Gethins and Cobane are named on the paperwork. Due to the failure of Signature bank, we need to transfer our name over to the new company.
- Thursday at 9 am, there will be a walk-through at 2 east Frederick Place for a new transfer station. All are invited to attend and check it out. We will leave the firehouse at 8:30 am
- The new SCBAs are in service
- Chief has given the Board 3 quotes for painting the apparatus bay doors.
- There is a personnel meeting tomorrow at 7:15. One member is coming off suspension and another is using a resume to apply at the Police academy.
- Chief had a conference call with the Township attorney, Attorney Braslow, Joe Giorgio and the attorney for the condos being built. This is about the request for standpipe issue at 26 Parsippany Road. They are seeking a resolution tomorrow.
- Turnout Gear – Chief has been talking to NJ Fire Equipment. Fire Dex has new gear that will take 13 to 16 weeks to get here instead of a year with the other company. We are getting a trial set which they gave us at a 70% discount. The gear is usually about \$4000 a set and this would be about \$1800 off. The savings would allow us to get 6 or 7 sets instead of 5. They are also PFAS-free. PFAS has been found to be an additive that can cause cancer. Chief would like to go ahead and apply for a grant to outfit everyone in this new equipment in the future. They also have a cheaper set for the exterior firefighters that would cost about \$1300 / set available. The uniform would also differentiate between Interior and Exterior by the coloring which would be helpful at a scene. This would save us money also.

## **NEW BUSINESS –**

A motion was made to accept the low bidder for painting the bay doors. That would be AC Drywall & Painting at a cost of \$7740. That motion was made by Comm. Cobane and seconded by Comm. Gethins. It passed by the following vote:

AYES: Cobane, Gethins, Quinn & Willans

ABSENT: Ehrich

NAYS: None

It was suggested that we make a billing category called 6012 and call it Building and grounds Maintenance and put some money into it.

Upcoming items this month:

Duck Race, Little League parade on the 22<sup>nd</sup> and the Fishing Contest, which the police now sponsor. Also, April 20<sup>th</sup> – the Berkeley River Clean-up from 9-2, Earth Day at central Park and Memorial Day is also coming up.

Powerhouse Fitness has been non-compliant with their inspections. FF Cowley has been there numerous times since January and has photographed and documented all the infractions. They have been late paying and incurred other charges as well, to the tune of almost \$10,000.

They have bounced their penalty fee check of \$2300 also. He was supposed to come today and pay but was a no-show again.

He is appealing the fines to the Construction Board of Appeals which he has the right to do.

Chief met with Mr. Andola from the Risk Assessment Dept of our new insurance company. He did a walk-through with him. He seemed very impressed with our facility and especially with our driver training program.

He will send his recommendations in an email – some of which are:

Posting Liquor Liability rules in the 2<sup>nd</sup> floor room.

A fit-testing questionnaire.

Driver's license checks

We are a new client of theirs but he seemed pleased.

Tuesday, 8 people met regarding getting in line with the County as far as Apparatus numbering. FF Gallo weighed in on the problem. Townships with multiple districts and companies can be confusing when dispatching. It makes more sense to have apparatus from District 2 start with a '2' and District 3 start with a '3', etc....

Especially with the new ladder truck coming, we should prepare to re-number our vehicles.

81 would become 21 – the ladder would be 22 (double-deuce), and the rescue would be 20

Parsippany is a perfect example as the District matches the trucks.

FF Gallo explained that the County using a Cad system where F 12 E\_\_\_ stands for Fire – then we are district 12 – E would be engine and then the number goes in.

It was also suggested that we re-number our lieutenants and put a W in front for Whippany.

**PUBLIC PART OF THE MEETING** 11 members of the public attended. No comments.

## **BILLS**

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

AYES: Cobane, Gethins, Quinn & Willans

ABSENT: Ehrich

NAYS: None

03/03/2023	12657	Home Depot Credit Services	7017 Misc Maintenance Supplies	-358.77
03/03/2023	12658	Verizon 838	6013 Bldg - Cable /VOIP/Verizon	-182.88
03/03/2023	12659	Schindler Elevator	6007 Bldg -Elevator - Schindler	-3,904.91
03/03/2023	12660	US Bank Equipment Finance	5012 OfficeEqpt Rental (copier)	-258.83
03/03/2023	12661	Lifesavers, Inc.	8202 Training - Supplies	-19.00
03/03/2023	12662	ESO	8604 ERS /Power DMS/Mobile EYES	-246.40
03/03/2023	12663	Eastern Janitorial	6008 Bldg - Cleaning Services	-605.00
03/03/2023	12664	Braslow, Richard M. Esq	5006 Legal Expense (Braslow)	-90.00
03/03/2023	12665	Amazon Business	-SPLIT-	-271.21
03/03/2023	12666	Safeguard Business Systems	5013 Office Supplies	-289.82
03/06/2023	12667	Acrisure - holmes & McDowell	6003 Bldng - Property Insurance	-9,384.00
03/06/2023	12668	Verizon Wireless 884	6013 Bldg - Cable /VOIP/Verizon	-152.04
03/06/2023	12669	Finish Line Car Wash	7003 Vehicle Maintenance - Cars	-36.00
03/10/2023	12670	NJMVC	7003 Vehicle Maintenance - Cars	-145.00
03/10/2023	12671	Police & Firemen's Insurance Association	4006 Police & Fire Insurance	-588.26

03/10/2023	12672	DC Express	5016 Election	-105.00
03/10/2023	12673	STAPLES CREDIT PLAN	5013 Office Supplies	-345.64
03/10/2023	12674	JCP&L 10 Troy	6001 Building - Gas & Electric	-1,082.65
03/10/2023	12675	Township of Hanover	-SPLIT-	-699.79
03/10/2023	12676	Northeast Communications, Inc.	7009 Equip Maint /Radios/Pagers	-214.00
03/10/2023	12677	Auto Zone	7017 Misc Maintenance Supplies	-121.89
03/10/2023	12678	CF Services	-SPLIT-	-12,639.47
03/10/2023	12679	TD Bank N. A.	8205 Promotions	-78.91
03/13/2023	12680	Wittnebert, John	8201 Training - Classes	-202.70
03/13/2023	12681	Approved Fire Protection	8004 Testing - Extinguishers	-263.99
03/13/2023	12682	PSE&G 10 Troy	6001 Building - Gas & Electric	-813.00
03/13/2023	12683	FIS On Site Services, LLC	-SPLIT-	-2,847.57
03/13/2023	12684	84 Lumber	2009 Stand-By Fire / EMS	-1,052.50
03/14/2023	eft	NJ Division of Pension & Benefits-Pension	4007 Pension	-800.00
03/14/2023	eft	NJ Division of Pension & Benefits-Pension	4007 Pension	-4,000.00
03/15/2023	eft	NJ Division of Pensions & Benefits Health	4001 Medical/Dental Insurance	-13,038.50
03/15/2023	eft	Board of Fire Commissioners	-SPLIT-	-22,239.16
03/20/2023	12685	Chenong, Darren	4012 Fuel Vouchers	-15.00
03/20/2023	12686	Cobane, Rob	4012 Fuel Vouchers	-25.00
03/20/2023	12687	Cobane, Sam	4012 Fuel Vouchers	-15.00
03/20/2023	12688	Cowley, Dale	4012 Fuel Vouchers	-25.00
03/20/2023	12689	Danus, James	4012 Fuel Vouchers	-25.00
03/20/2023	12690	Desien, Marc	4012 Fuel Vouchers	-15.00
03/20/2023	12691	Dodson, Jake	4012 Fuel Vouchers	-25.00
03/20/2023	12692	Ryan Falkman	4012 Fuel Vouchers	-25.00
03/20/2023	12693	Gethins, John, JR	4012 Fuel Vouchers	-25.00
03/20/2023	12694	Hueg, Kamdin	4012 Fuel Vouchers	-15.00
03/20/2023	12695	Jubinski, Ken	4012 Fuel Vouchers	-15.00
03/20/2023	12696	Kelly, Eric	4012 Fuel Vouchers	-40.00
03/20/2023	12697	Koba, Jack	4012 Fuel Vouchers	-25.00
03/20/2023	12698	Makowski, Joseph	4012 Fuel Vouchers	-25.00
03/20/2023	12699	Monahan, Michael	4012 Fuel Vouchers	-25.00
03/20/2023	12700	Mihalko, Marianna	4012 Fuel Vouchers	-15.00
03/20/2023	12701	Santini, Anthony	4012 Fuel Vouchers	-40.00
03/20/2023	12702	Santini, Joseph	4012 Fuel Vouchers	-25.00
03/20/2023	12703	Shearer, Derrick	4012 Fuel Vouchers	-50.00
03/20/2023	12704	Tursi, Frank	4012 Fuel Vouchers	-25.00
03/20/2023	12705	Van Seggern, Steven	4012 Fuel Vouchers	-25.00
03/20/2023	12706	Ziccarello, Ricky	4012 Fuel Vouchers	-40.00
03/20/2023	12707	SMCMUA 10 Troy	-SPLIT-	-214.34
03/20/2023	12708	Morris County Public Safety Training Acad	8201 Training - Classes	-1,125.00
03/20/2023	12709	Amazon Business	-SPLIT-	-359.24
03/24/2023	12710	Braslow, Richard M. Esq	5006 Legal Expense (Braslow)	-510.00
03/24/2023	12711	Paul Perrello	7017 Misc Maintenance Supplies	-300.00
03/24/2023	12712	NJ Fire Equipment Co.	9100 Rsrv Future Captl Outlays	241,359.70
03/27/2023	12713	Lincoln Financial	4011 LOSAP	-41,314.00
03/27/2023	12714	Township of Hanover	-SPLIT-	-810.46
03/27/2023	12715	Tyler Technologies	8604 ERS /Power DMS/Mobile EYES	-5,352.65

03/27/2023	12716	Uline	5013 Office Supplies	-835.96
03/27/2023	12717	Standard Insurance Co	4003 Life Insurance	-1,825.80
				-
03/29/2023	eft	NJ Division of Pension & Benefits-Pension	4007 Pension	131,278.00
03/29/2023	eft	NJ Division of Pension & Benefits-Pension	4007 Pension	-17,863.00
03/30/2023	12718	Home Depot Credit Services	OshKosh P-19	-166.74
03/30/2023	12719	Verizon 838	6013 Bldg - Cable /VOIP/Verizon	-182.88
03/30/2023	12720	US Bank Equipment Finance	5012 OfficeEqpt Rental (copier)	-258.83
03/30/2023	12721	Air Group	6009 Bldg - HVAC	-4,127.00
03/30/2023	eft	Board of Fire Commissioners	-SPLIT-	-23,591.66
03/31/2023	eft	Bank fee	5001 Bank Fees / Wires	-2,420.00
04/03/2023	12722	Lane Biviano, Esq.	5006 Legal Expense (Braslow)	-2,196.00
04/03/2023	12723	Verizon Wireless 884	6013 Bldg - Cable /VOIP/Verizon	-152.04
04/03/2023	12724	Amazon Business	-SPLIT-	-773.40
04/03/2023	12725	Ciullo, Michael	4012 Fuel Vouchers	0.00
04/03/2023	12726	Cobane, Rob	4012 Fuel Vouchers	-25.00
04/03/2023	12727	Cobane, Sam	4012 Fuel Vouchers	-15.00
04/03/2023	12728	Cowley, Dale	4012 Fuel Vouchers	-40.00
04/03/2023	12729	Cusmano, Gaetano	4012 Fuel Vouchers	-40.00
04/03/2023	12730	Danus, James	4012 Fuel Vouchers	-40.00
04/03/2023	12731	Desien, Marc	4012 Fuel Vouchers	-40.00
04/03/2023	12732	Ryan Falkman	4012 Fuel Vouchers	-25.00
04/03/2023	12733	Gethins, John, JR	4012 Fuel Vouchers	-40.00
04/03/2023	12734	Graziano, Jesse	4012 Fuel Vouchers	-40.00
04/03/2023	12735	Hueg, Kamdin	4012 Fuel Vouchers	-40.00
04/03/2023	12736	Jubinski, Ken	4012 Fuel Vouchers	-15.00
04/03/2023	12737	Kelly, Eric	4012 Fuel Vouchers	-25.00
04/03/2023	12738	Koba, Jack	4012 Fuel Vouchers	-25.00
04/03/2023	12739	LaSota, Matthew	4012 Fuel Vouchers	-15.00
04/03/2023	12740	Makowski, Joseph	4012 Fuel Vouchers	-25.00
04/03/2023	12741	Mihalko, Joseph Jr.	4012 Fuel Vouchers	-25.00
04/03/2023	12742	Mihalko, Marianna	4012 Fuel Vouchers	-40.00
04/03/2023	12743	Santini, Anthony	4012 Fuel Vouchers	-40.00
04/03/2023	12744	Santini, Joseph	4012 Fuel Vouchers	-40.00
04/03/2023	12745	Shearer, Derrick	4012 Fuel Vouchers	-75.00
04/03/2023	12746	Tursi, Frank	4012 Fuel Vouchers	-40.00
04/03/2023	12747	Van Seggern, Steven	4012 Fuel Vouchers	-25.00
04/03/2023	12748	Ziccarello, Ricky	4012 Fuel Vouchers	-15.00
04/03/2023	12749	Morris County Public Safety Training Acad	8201 Training - Classes	-100.00
04/04/2023	eft	NJ Division of Pension & Benefits-Pension	4007 Pension	-4,774.09
04/04/2023	eft	NJ Division of Pension & Benefits-Pension	4007 Pension	-901.43
04/07/2023	12750	JCP&L 10 Troy	6001 Building - Gas & Electric	-1,075.04
04/07/2023	12751	STAPLES CREDIT PLAN	5013 Office Supplies	-241.73
04/07/2023	12752	Auto Zone	7017 Misc Maintenance Supplies 8604 ERS /Power DMS/Mobile EYES	-547.25
04/07/2023	12753	ESO	7001 Vehicle Insurance	-246.40
04/07/2023	12754	Acrisure - holmes & McDowell	7001 Vehicle Insurance	-619.08
04/07/2023	12755	Ciullo, Michael	4012 Fuel Vouchers	-15.00
04/10/2023	eft	NJ Division of Pensions & Benefits Health	4001 Medical/Dental Insurance	-13,038.50
04/10/2023	12756	Police & Firemen's Insurance Association	4006 Police & Fire Insurance	-588.26

04/10/2023	12757	SMCMUA 10 Troy	-SPLIT-	-506.14
04/10/2023	12758	JCP&L 10 Troy	6001 Building - Gas & Electric	-15.00
04/10/2023	12759	Eastern Janitorial	6008 Bldg - Cleaning Services	<u>-605.00</u>
				-
				<u>578,676.51</u>
				-
				<u><b>578,676.51</b></u>

7:59 – Comm Cobane made a motion to go into closed session for a personnel issue. Comm. Quinn seconded the motion and it passed unanimously.

At 8:19 the Board came out of closed session.

Comm Cobane made a motion to go into closed session for a personnel issue. Comm. Willans seconded the motion and it passed unanimously.

Meeting was adjourned at 8:23

Respectfully submitted,  
Janet Hammond  
Assistant to the Board