

September 5, 2019 Meeting of the Board of Fire Commissioners

District #3 in the Township of Hanover

County of Morris, Cedar Knolls, New Jersey

The meeting was called to order at 7:00 p.m. on September 5, 2019 in accordance with the Public Meeting Act of 1975, Chapter 231.

ATTENDANCE: Commissioners Robert Callas, Peter DeNigris, Michael Dugan, Robert O'Hare, and Thomas Quirk were present.

Chief DiGiorgio, Administrator Schultz, Lt. Frank DeSimone, EMS Asst. Chief DeSimone, Fire Co. President James Hark, Jr., Fire Co. Member Gary Keyser, Hanover Township Committeeman Cahill and FF Ujfalussy were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: Commissioner Callas reported that a letter was received from Francis McKenna Jr. thanking the Department for all the time, care and patience extended to their family.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the August 1, 2019 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner DeNigris made a motion to approve the minutes from the August 1, 2019 Regular Meeting. Commissioner O'Hare seconded the motion. All were in favor.

The minutes from the August 15, 2019 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner DeNigris made a motion to approve the minutes from the August 15, 2019 Regular Meeting. Commissioner O'Hare seconded the motion. All were in favor. Commissioners Dugan and Quirk abstained.

REPORT OF THE TREASURER: Nothing to report.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio distributed his Bi-Monthly Report on August 30, 2019. Commissioner Dugan asked Chief DiGiorgio if there were any additions to the report.

Chief DiGiorgio distributed a copy of the letter terminating the MOU with the Township of Morris. Chief DiGiorgio reported that after the Board approved the resolution and signed the agreement, the Township of Morris did another review which resulted in some questions and concerns about the apparatus. Chief DiGiorgio reported that after discussing the concerns, he made the decision to terminate the MOU. Chief DiGiorgio noted that the storage MOU is still in place but there is a resolution to rescind the shared usage agreement before the Board tonight. Commissioner Quirk asked for clarification on where the engine would be stored. Chief DiGiorgio reported that the agreement states that the storage site is at the discretion of Morris Township. Commissioner DeNigris asked how the District would now advertise the vehicle for sale. Chief DiGiorgio reported that there is another resolution before the Board to authorize the sale of old Engine 35 so that Administrator Schultz can begin the process.

Chief DiGiorgio reported that during the 100th Anniversary cleanup process, some equipment (low pressure air bags) was identified as out of date. Chief DiGiorgio reported that the District also received a donation of 6 air packs from Novartis. Chief DiGiorgio noted that the District does not have a use or purpose for the air packs. Chief DiGiorgio suggested that both these items be donated to the Academy.

Chief DiGiorgio reported that both he and Administrator Schultz have been in contact with VFIS regarding the Workplace Conduct Training and hope to have it on the calendar for late October or early November.

Chief DiGiorgio reported that a discussion with EMS Asst. Chief DeSimone, Commissioner Vagell and Commissioner Dugan about the EMS Focus Session Results was postponed after Commissioner Vagell resigned. Asst. Chief DeSimone noted that she had the discussion with Commissioner Dugan and she would also meet with Chief DiGiorgio.

Commissioner Dugan asked if anyone had any questions for Chief DiGiorgio. There were no questions.

EMS: Nothing to report.

BUDGET: Nothing to report.

PERSONNEL: Nothing to report.

NEGOTIATIONS: Nothing to report.

LIAISON TO THE VOLUNTEERS: Commissioner Quirk noted that the Fire Co. 100th Anniversary Event was this Saturday and encouraged the Board to come out and support them.

BUILDINGS AND GROUNDS: Commissioner O'Hare reported that the Bay Floors project should begin on Monday. Commissioner O'Hare commended Administrator Schultz for his guidance throughout the planning and selection process of this project. Chief DiGiorgio noted that he has copies of the plan and will distribute them at the end of the meeting. The plan includes where to store equipment, where and how to park vehicles, and how to announce this to the Membership. Commissioner Dugan asked if a master will be posted. Chief DiGiorgio reported that he will email everyone a copy and also leave a hard copy in the dayroom.

Commissioner Quirk asked Administrator Schultz to outline the issues with the electronic sign. Administrator Schultz reported that he received the final report on the sign today which indicated that the sign is damaged beyond repair. Administrator Schultz reported that the electrical surge took out both mother boards and some sub boards. Administrator Schultz reported that the representative from Sign-O-Rama has given a quote to replace the sign and a claim was filed with VFIS. Administrator Schultz reported that the District liability will be about \$500 and a new sign should be ready in about 5 weeks. Administrator Schultz noted that the new sign will have a built in surge protector. Commissioner Dugan asked if the rest of the station was protected. Administrator Schultz reported that everything else in the station was already protected.

APPARATUS/EQUIPMENT AND MAINTENANCE: Chief DiGiorgio reported that Truck 33 is still out of service for the ladder painting. Commissioner Dugan noted

that there was concern about the cost exceeding the threshold. Chief DiGiorgio reported that he was aware of the concern and noted that two quotes were received and that the Fire & Safety quote was the lesser of the two. Chief DiGiorgio noted that a discussion of putting together a request for proposal for maintenance to avoid these issues should be held in the future.

Chief DiGiorgio reported that the annual hose testing is scheduled for later this month.

INSURANCE: Nothing to report.

COMMUNICATIONS: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Nothing to report.

PLANNING COMMITTEE: Nothing to report.

LIASON TO EXEMPTS: Commissioner O'Hare asked if the Exempts had received their rent check. Fire Co. Member Gary Keyser indicated that they had.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Nothing to report.

100th ANNIVERSARY: Fire Co. President James Hark, Jr. reported that everything is pretty much in order. The event will begin at 6pm on Saturday and goes until 11pm. President Hark, Jr. reported that the final tent across the street will be put up starting at 8:30 am. The beverage truck will also be delivered on Friday and picked up on Sunday. Commissioner Dugan asked if the beverage truck will be running the entire time. President Hark, Jr. reported that the truck will stay cold for 48 hours so it will only be running a few hours before the event until the end of the event. Commissioner DeNigris asked if the firehouse will be open during the event. President Hark, Jr. reported that the firehouse will be locked.

OLD BUSINESS: None.

NEW BUSINESS: Commissioner Quirk reported that Pat Sages was a longtime Hanover Township Recreation Commissioner and his children have put together a fund to get AEDs for the Township parks. Commissioner Quirk reported that there will be a Pat Sages Basketball Tournament Fundraiser to support the AED

Fund on November 9, 2019. Commissioner Quirk reported that he will distribute the information if anyone is interested in participating. Commissioner Quirk noted that the tournament will feature 3 on 3 games and each team is allowed to have 4 members.

Chief DiGiorgio reported that he emailed the Board about a sign that was purchased for Hanover Township Day as part of the recruitment drive. Chief DiGiorgio noted that the sign will also hang outside during the 100th Anniversary Event. Chief DiGiorgio indicated that he notified Lt. Sheridan, head of the Hanover Township Day committee, that he will be attending Hanover Township Day. Commissioner Dugan asked if there was ever a Retention Committee formed. Chief DiGiorgio reported that there is no Retention Committee on the District side because recruitment and retention has historically been a Fire Co. function. President Hark, Jr. reported that two year ago, after the survey and recruitment process, the Fire Co. was going to work on retention but that it slipped away. President Hark, Jr. indicated that the retention issue should be revisited. Fire Co. Member Gary Keyser asked if the Board would be willing to look into a Losap program for retention. Commissioner Dugan indicated that this had been looked into before. Commissioner Dugan noted that if the Fire Co. wants to research it again, the Board would be willing to look at the new cost of such a program. Chief DiGiorgio reported that initially the 2019 budget was going to include funds from a \$75,000 grant. Chief DiGiorgio indicated because of timing issues, the grant was not applied for and removed from the budget. Chief DiGiorgio indicated that the grant would have been used for recruitment and retention. Chief DiGiorgio felt that the District should continue to explore applying for this grant next year. Chief DiGiorgio reported that Mr. Braslow has forwarded examples of retention programs that have been approved in New Jersey. Chief DiGiorgio indicated that he will share these programs with the Fire Co.

REMINDERS:

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, September 19, 2019 at 7:00 P.M.

The next Joint Fire Prevention Board Meeting will be held on Monday, November 11, 2019 at 6:30 P.M. at the Whippany Firehouse.

The Fire Department's 100th Anniversary Celebration will be held on Saturday, September 7, 2019 at 6 P.M.

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Commissioner Callas read Resolution 19-09-05-71 appointing Jessica Bartelloni as an EMS Volunteer Member. Commissioner Quirk made a motion to introduce the resolution, seconded by Commissioner DeNigris. All were in favor.

Commissioner Callas read Resolution 19-09-05-72 appointing Kendra Geary as an EMS Volunteer Member. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner Callas. All were in favor.

Commissioner Callas read Resolution 19-09-05-73 accepting the resignation of Volunteer Member Andrew Kuzemczak. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner Quirk. All were in favor.

Commissioner Callas read Resolution 19-09-05-74 rescinding the MOA with Morris Township (19-08-15-65). Commissioner DeNigris made a motion to introduce the resolution, seconded by Commissioner O'Hare. All were in favor.

Commissioner Callas read Resolution 19-09-05-75 authorizing the sale of Old Engine 35. Commissioner DeNigris made a motion to introduce the resolution, seconded by Commissioner O'Hare. All were in favor.

Commissioner Callas read Resolution 19-09-05-76 authorizing the donation of certain surplus items. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner Quirk. All were in favor.

Commissioner Callas read Resolution 19-09-05-77 recognizing 100 Years of Service of the Cedar Knolls Fire Department. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner Quirk. All were in favor.

EXECUTIVE SESSION: None.

ADJOURN: A motion was made by Commissioner Callas, seconded by Commissioner O'Hare, to adjourn the meeting. All were in favor. The meeting was adjourned at 7:40 p.m.

Respectfully submitted by

Robert Callas, Secretary