

January 2, 2020 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 January 2, 2020 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. DeSimone, Lt. McGuinness, Asst. Chief of EMS DeSimone, Asst. Fire Chief Martin, and FF Ujfallussy were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the December 12, 2019 Special Meeting were reviewed.

Amendments to Previous Minutes: None.

The minutes from the December 19, 2019 Regular Meeting were reviewed.

Amendments to Previous Minutes: Commissioner Quirk noted that the statement in the Liaison to the Volunteers report was incorrectly attributed to him instead of Commissioner O’Hare. Commissioner O’Hare noted that in Old Business references to the JIF were incorrectly spelled GIF.

Commissioner O’Hare made a motion to approving the minutes from the December 12, 2019 Special Meeting and the December 19, 2019 Regular Meeting with the amendments. Commissioner DeNigris seconded the motion. All were in favor.

REPORT OF THE TREASURER: Commissioner DeNigris reported that the State has approved the 2020 Budget with the changes that the Board made earlier this evening. Commissioner DeNigris reported that the next step will be for the public to vote on the budget.

Commissioner DeNigris reported that he made three transfers between accounts for the 2019 Budget. Commissioner DeNigris reported that the 2019 books will remain open for about another week so that all the 2019 costs can be booked.

Commissioner Dugan asked if anyone had any questions for the Treasurer. There were no questions. Commissioner Quirk made a motion to accept the Treasurer's report, seconded by Commissioner O'Hare. All were in favor.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio distributed his Bi-Monthly Report on December 31, 2019. Commissioner Dugan asked if Chief DiGiorgio had anything to add to his report. Chief DiGiorgio reported that the email system was not functioning and he therefore had to distribute hard copies of his report. Chief DiGiorgio reported that he would send out all the attachments to his report once the email system was functional again.

Chief DiGiorgio reported that the response numbers for December and year end have been sent to Administrator Schultz to be loaded on the website. Chief DiGiorgio reported that in 2019 the Fire and EMS Divisions responded to 2461 calls, of which 806 were Fire calls and 1756 EMS calls. Chief DiGiorgio reported that Fire calls were up about 80 calls from the previous year and that EMS calls were up in 2019 also. Commissioner DeNigris noted that there were 229 false alarms, which account for about 10% of the calls. Commissioner DeNigris asked constitutes a false alarm. Chief DiGiorgio reported that most are alarms that the District responds to where no cause is found, such as a smoke detector activation with no found cause or a sprinkler system water flow alarm with no found cause.

Chief DiGiorgio reported that the 2019 Award Recipients have been posted outside the Day Room, outside of the second floor meeting room and on the District website. Commissioner DeNigris asked if the Board should consider putting the announcement on the electronic sign. Chief DiGiorgio felt that the volume of award recipients makes putting them on the electronic sign unwieldy. Chief DiGiorgio suggested a generic statement congratulating the 2019 Award Recipients.

Chief DiGiorgio reported that the workplace conduct training has been coordinated and the dates should be confirmed by the beginning of next week.

Chief DiGiorgio reported that there will be two manager training sessions and two employee sessions. Chief DiGiorgio reported that he received some information from VFIS that he will forward to the presenter. Chief DiGiorgio reported that employee evaluation and supervisor/officer training will also be conducted. Chief DiGiorgio reported that this training will also be scheduled by early next week and completed by the end of January. Chief DiGiorgio noted that this training is also open to the commissioners.

Chief DiGiorgio reported that the Township has reimbursed the District for fuel charges that were incorrectly invoiced. Chief DiGiorgio reported that the current invoice contains more incorrect charges but they were deducted from the payment. Chief DiGiorgio reported that he will meet with the DPW on Monday to determine why this is still occurring.

Commissioner Dugan asked if anyone had any questions for the Chief. Lt. DeSimone noted that it would be nice to acknowledge Mr. Harrington's and Mr. Keyser's 50 years of service on the electronic sign. The Board agreed. Chief DiGiorgio reported that he would reach out to Craig Vagell to add this message as well as the award recipients message to the sign.

EMS: Nothing to report.

BUDGET: Commissioner DeNigris reported that he has looked at the preliminary year end cost reports and feels confident that costs will be within budget. Commissioner DeNigris reiterated that the books will remain open for another couple of weeks to ensure all 2019 costs are recorded.

PERSONNEL: Commissioner Quirk asked for a brief closed session.

NEGOTIATIONS: Nothing to report.

LIAISON TO THE VOLUNTEERS: Nothing to report.

BUILDINGS AND GROUNDS: Commissioner O'Hare reported that due to the holidays and the weather, the light pole and plumbing issues are still pending. Lt. DeSimone reported that the new contractor was going to come today or tomorrow to look at the light pole. Lt. DeSimone reported that the first contractor never returned the multiple phone calls. Lt. DeSimone reported that the plumber is scheduled for January 7 but Chief DiGiorgio asked him to see if he could come sooner. Lt. DeSimone reported that there has been no response to

his inquires. Commissioner Dugan asked if anyone knew of any other plumbers. Chief DiGiorgio noted that this is the second plumber that was contacted. Commissioner Quirk noted that Mr. Mihalko knows of someone. Commissioner Dugan said that if the plumber does not come on January 7, the District should move on to the next plumber.

APPARATUS/EQUIPMENT AND MAINTENANCE: Chief DiGiorgio reported that Fire & Safety has removed the pump has been removed and they are starting to disassemble things beyond the pump itself. Chief DiGiorgio reported that Fire & Safety issued an invoice for the work to date and this bill was included in 2019 expenses.

Commissioner DeNigris reported that the Asst. Chief's car repair was also able to be done at the end of December.

INSURANCE: Nothing to report.

COMMUNICATIONS: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Commissioner Quirk reported that the confusion over EMS billing has continued to be discussed on social media. Commissioner Quirk felt that the Board should put together something to go on the website outlining the EMS billing history between the Districts. Commissioner Quirk felt that it was important that the residents know that the current EMS billing situation is the result of District 2 opting out of the original billing agreement. Administrator Schultz reported that District 2 has an information statement on EMS billing on their website. Commissioner Dugan asked Commissioner Quirk to work with Administrator Schultz on writing the details of the EMS billing history. Chief DiGiorgio recommended speaking to the Town about putting something on their website about EMS billing that would link to the District 3 website. Chief DiGiorgio reported that the residents are having a difficult time finding the EMS billing information and adding a link for EMS billing questions to the Town website might allow them to access correct information more easily.

PLANNING COMMITTEE: Nothing to report.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Commissioner DeNigris reported that the reorganization meeting will be held tomorrow at 6 P.M.

OLD BUSINESS: Administrator Schultz reported that he and Chief DiGiorgio are working on putting together the various versions of the Policies and Procedures Manual so they can more easily be compared. Commissioner Quirk asked for clarification that all the previous updates would be included to ensure that all that work was not lost. Administrator Schultz reported that all the previous updates will be included.

NEW BUSINESS: Commissioner O'Hare reported that he recently received his annual Hanover Sewage Authority bill and that a newsletter with highlights from the last year. Commissioner O'Hare noted that the newsletter outlines all their achievements, what they are doing and how they arrived at the pricing for the sewer bills. Commissioner O'Hare reported that he would like to work on the District sending out this type of newsletter to the residents of our District. Commissioner O'Hare felt the newsletter should tell the residents what the District is doing, outline our accomplishments, and discuss plans for the future. Commissioner O'Hare felt that this might help get District information out and counter some of the social media ranting. Commissioner O'Hare volunteered to compile the content if someone was willing to help him create the newsletter. The Board agreed that this was a great idea.

REMINDERS:

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, January 16, 2020 at 7:00 P.M.

The Annual Fire District Election will be held on Saturday, February 15, 2020 from 2:00 P.M. until 9:00 P.M.

The next Joint Fire Prevention Board Meeting will be held on Monday, March 9, 2020 at 6:30 P.M. at the Whippany Firehouse.

PUBLIC PARTICIPATION: Lt. DeSimone apologized for not removing his goobalini for the Pledge of Allegiance. The Board accepted his apology.

RESOLUTIONS:

Commissioner Callas read Resolution 20-01-02-03 recognizing 50 Years of Service by Thomas Harrington. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner DeNigris. All were in favor.

Commissioner Callas read Resolution 20-01-02-04 recognizing 50 Years of Service by Gary Keyser. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner O'Hare. All were in favor.

Commissioner Callas read Resolution 20-01-02-05 rescinding Resolution 19-11-07-91. Commissioner Quirk made a motion to introduce the resolution, seconded by Commissioner Dugan. Commissioners Callas, Dugan, and Quirk were in favor. Commissioners DeNigris and O'Hare were against.

Commissioner Callas read Resolution 20-01-02-06 accepting the resignation of Ryan Okolita. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner Quirk. Commissioners Callas, Dugan, and Quirk were in favor. Commissioners DeNigris and O'Hare were against.

Commissioner Callas read Resolution 20-01-02-07 authorizing the donation of surplus equipment. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner DeNigris. All were in favor.

Commissioner Callas read Resolution 20-01-02-08 appointing Per Diem EMT Cobleigh. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner Quirk. All were in favor.

EXECUTIVE SESSION: Commissioner Callas read Resolution 20-01-02-09 to enter into closed session. Commissioner made a motion to introduce the resolution, seconded by Commissioner . All were in favor. The Board went into closed session at 7:35 P.M.

Personnel matters were discussed. Action will not be taken.

The Board came out of closed session at P.M.

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

Respectfully submitted by

Robert Callas, Secretary