

January 7, 2021 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 7, 2021 in accordance with the Public Meeting Act of 1975, Chapter 231. This meeting was held on the Zoom.com platform. The Board observed a moment of silence for all those who have given their lives in service of their communities and nation.

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

Chief DiGiorgio, Administrator Schultz, Fire Co. President James Hark Jr., and Fire Co. Member Jerry Illaria were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the December 17, 2020 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner Dugan Jr. made a motion to approve the minutes from the December 17, 2020 Regular Meeting. Commissioner Dugan Sr. seconded the motion. All were in favor.

REPORT OF THE TREASURER: Commissioner Dugan Sr. reported that preliminary December 2020 financial reports were emailed to the Board. Commissioner Dugan Sr. reported that it looks like the District will have spent 96% of the budgeted expenses and fell short on revenue coming in. Commissioner Dugan Sr. felt it was not as terrible as first thought but it was not a total success either.

Commissioner Quirk made a motion to accept the Treasurer's Report, seconded by Commissioner Callas. All were in favor.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio wished everyone a healthy and happy new year. Chief DiGiorgio reported that he sent out the 2020 Career Lieutenants Reports this afternoon.

Chief DiGiorgio reported that he spoke with a representative from Millennium who said that our FEMA project was submitted to the Program Manager and the estimated reimbursement is \$71,000. Chief DiGiorgio reported that the Millennium representative is working with the State Police to rectify a few issues in the FEMA submission. Chief DiGiorgio reported that he requested an invoice for the work Millennium had done on the AFG in 2020 and the check has been signed tonight.

Chief DiGiorgio reported that the Fit Test project, which is being paid for with the Bayer grant, is in motion. Chief DiGiorgio commended the project group and Administrator Schultz for getting together to determine the District needs and bringing the project to fruition.

Chief DiGiorgio reported that the annual Life Hazard Use report, including the supplemental, for Fire Prevention has been completed. Chief DiGiorgio reported that 100% of the District Life Hazard Uses have been inspected and the report is ready to be certified by the Board Chairman. Chief DiGiorgio reported that he would work with Commissioner O'Hare to make sure that he is able to certify the report.

Chief DiGiorgio reported that EMT Mockler has been working to secure different funding sources and grants while on modified duty. Chief DiGiorgio reported that a grant has been submitted to Firehouse Subs for approximately \$19,000 for the replacement of the PASS devices for the District firefighters. Chief DiGiorgio reported that the current devices date back to 1999-2000 and replacements have not made it into the budget due to the high price tag.

Chief DiGiorgio reported that all of the items identified during the boiler inspection have been repaired and the District is waiting to have the boilers re-inspected.

Chief DiGiorgio reported that the 2020 Career Division evaluations have been completed. Chief DiGiorgio reported that the evaluations have been scanned and sent to the board for review. Chief DiGiorgio noted that the hard copies are in the

Commissioners Room for Commissioner O'Hare to sign. Chief DiGiorgio commended the Career staff for completing the evaluations in a timely fashion.

Chief DiGiorgio reported that a Vaccine workgroup has been formed to keep vaccine related information moving forward so that the District does not miss any of the required steps. Chief DiGiorgio commended the workgroup for making sure vaccine messages are passed along to the members.

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

EMS: Commissioner O'Hare reported that the Vaccine workgroup has a lot of moving parts to it and the workgroup has been successful in keeping on top of it. Commissioner O'Hare reported that the workgroup has sent out messages to the department informing people on how to go about being vaccinated and information sheets on the vaccine. Commissioner O'Hare thanked Administrator Schultz and the workgroup for their efforts. Commissioner O'Hare reported that the Board looks forward to getting everyone vaccinated as soon as possible.

BUDGET: Commissioner Dugan Sr. had nothing beyond the fact that the 2021 budget was approved earlier tonight.

PERSONNEL: Commissioner Quirk reported that the Board would need to go into Executive Session.

NEGOTIATIONS: Commissioner Callas reported that the Board would need to go into Executive Session.

LIAISON TO THE VOLUNTEERS: Nothing to report.

BUILDINGS AND GROUNDS: Commissioner O'Hare reported that he spoke to person who repaired the boilers about the life expectancy of boilers. Commissioner O'Hare reported that the District boilers are about 30 years old and the repairman estimated that the estimated life expectancy is about 50 years as long as they are maintained correctly.

APPARATUS/EQUIPMENT AND MAINTENANCE: Chief DiGiorgio reported that there has been some routine maintenance going on. Commissioner O'Hare asked about the status of the old 30 that Commissioners Dugan Sr. and Dugan Jr. have been working on. Commissioner Dugan Sr. reported that the district is waiting to

get the title, which is needed before it can be sold. Commissioner Dugan Sr. reported that there is an appointment on January 19 with MVC to obtain the title.

INSURANCE: Commissioner O'Hare reported that there is a resolution up tonight to appoint a life insurance provider. Commissioner O'Hare reported that the board received the spreadsheet that Administrator Schultz put together comparing the various Life Insurance premium quotes that the District received and felt that The Standard appears to be the best option. Commissioner O'Hare noted that the District budgeted \$26,000 for life insurance in 2021 and the quote comes in at about \$15,600 with a 3 year guarantee on the rate.

COMMUNICATIONS: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Administrator Schultz reported that he will be working with CD Meyer to add a secure page on the website for members.

PLANNING COMMITTEE: Commissioner Dugan Sr. reported that there was no progress made since last meeting.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Chief DiGiorgio reported that Lt. McGuinness has completed his phase of the project and that he will work with Administrator Schultz on the next phase to have the auditor approve the destruction process.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Commissioner Quirk reported that he attended the Township reorganization meeting and Commissioner Cahill will continue to be the District representative.

OLD BUSINESS: Commissioner Dugan Sr. reported that nothing has gotten going yet with the Consolidation workgroup. Administrator Schultz reported that an email was sent to all representative in the workgroup to gather contact information to exchange with everyone and to start planning meetings. Commissioner Quirk reported that he worked on previous consolidation workgroups and felt that the word "consolidation" would create huge problems on the District 2 side and some on the District 3 side. Commissioner Quirk felt that the Districts should focus on a different term to avoid the same negative response as last time. Administrator Schultz suggested "shared services".

Commissioner O'Hare agreed with Commissioner Quirk and that the Districts would have to work on the name of the workgroup. Commissioner O'Hare suggested "Joint Board" because consolidation has a connotation of paring down and that is not what the workgroup is looking at.

NEW BUSINESS: None.

REMINDERS:

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, January 21, 2021 at 7:00 P.M. Unless otherwise noted, meeting will be held on the ZOOM platform in recognition of the safety of the members of the District and the members of our community.

The next Joint Fire Prevention Board Meeting is to be determined.

Fire District Elections will be held on Tuesday, April 30, 2021 from 2 P.M. until 9 P.M. Administrator Schultz noted that they are currently slated to be held in the fire station however there is still the possibility that there will be a complete mail in ballot.

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Administrator Schultz asked if anyone had any objections to voting by consent agenda for the following resolutions. There were no objections.

Administrator Schultz read Resolution 21-01-07-03 approving a Temporary Budget for 2021. Administrator Schultz noted that the temporary budget would allow the District to spend up to 30% of the budget. Commissioner Dugan Sr. asked if the State had given any relief for the annual employer pension payment which would eat up an unusually large portion of the approved temporary budget. Administrator Schultz reported that nothing has been handed down yet about relief from the employer pension payment but that Mr. Braslow felt that the State would not force the District to make the payment before the April 20 election date. Chief DiGiorgio asked if the District could anticipate the Township sending the first quarter tax check and if so, what the figure would be based on. Administrator Schultz reported that the District would receive the first quarter tax check in a timely fashion and it is based on the 2020 assessment. Administrator

Schultz noted that any difference between 2020 and 2021 would be addressed retroactively.

Administrator Schultz read Resolution 21-01-07-04 recognizing Bayer Corporation for their Charitable Donation.

Administrator Schultz read Resolution 21-01-07-05 appointing a Life Insurance Provider.

Commissioner O'Hare made a motion to introduce the resolutions, seconded by Commissioner Dugan Jr. All were in favor.

EXECUTIVE SESSION: Administrator Schultz read Resolution 21-01-07-06 to enter into executive session. Commissioner Dugan Jr. made a motion to introduce the resolution, seconded by Commissioner O'Hare. All were in favor. The Board went into closed session at 7:21 p.m.

The Board came out of closed session at 8:56 p.m.

Commissioner O'Hare reported that Commissioner Dugan Sr. has left the meeting due to technical problems.

Commissioner Quirk read the following statement: In reference to the pending anticipated litigation, the Board will notify the grievant as well as the FMBA that they have the right to move to the next step of the contract of the grievance procedure.

ADJOURN: A motion was made by Commissioner Dugan Jr., seconded by Commissioner Callas, to adjourn the meeting. All were in favor. Commissioner Dugan Sr. was absent. The meeting was adjourned at 9:02 p.m.

Respectfully submitted by

Thomas Quirk, Secretary