

**March 4, 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 March 4, 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., and Robert O'Hare were present.

Chief DiGiorgio, Administrator Schultz, Lt. McGuinness, Fire Co. President Hark Jr., and Thomas Quirk were also in attendance.

**PUBLIC PARTICIPATION:** None.

**CORRESPONDENCE:** Commissioner O'Hare responded to correspondence that was received at the last meeting from the Fire Co. President about concerns that two commissioners had violated some of the District policies and guidelines with the following statement.

*The two commissioners have been reprimanded for violating District policy as well as the Governors Executive Orders. They, as well as the whole Board, recognize that it is incumbent on all of us to adhere to the policies of the State as well as the policies of the District for the health and safety of our entire agency and all the entities within it.*

**APPROVAL OF PREVIOUS MINUTES:**

**The minutes from the January 21, 2021 Regular Meeting were reviewed.**

**Amendments to Previous Minutes: None.**

**Commissioner O'Hare made a motion to approve the minutes from the January 21, 2021 Regular Meeting. Commissioner Dugan Sr. seconded the motion. All were in favor. Commissioner Callas abstained.**

**The minutes from the February 4, 2021 Regular Meeting were reviewed.**

**Amendments to Previous Minutes: None.**

**Commissioner O’Hare made a motion to approve the minutes from the February 4, 2021 Regular Meeting. Commissioner Dugan Jr. seconded the motion. All were in favor. Commissioners Callas and Dugan Sr. abstained.**

**The minutes from the February 18, 2021 Regular Meeting were reviewed.**

**Amendments to Previous Minutes: None.**

**Commissioner Callas made a motion to approve the minutes from the February 18, 2021 Regular Meeting. Commissioner Dugan Sr. seconded the motion. All were in favor. Commissioners Dugan Jr. and O’Hare abstained.**

**REPORT OF THE TREASURER:** Commissioner Dugan Sr. reported that so far, the District is doing okay and staying under 30% of the budget. Commissioner Dugan Sr. reported that the District is still waiting for the voters to approve the budget on April 20, 2021. Commissioner Dugan Sr. reported that overtime expense is up due to some staff being out. Administrator Schultz reported that the District was notified today that the 2021 budget has been approved by the State.

Commissioner Callas made a motion to approve the Treasurers 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 submitted his Bi-Monthly on February 26, 2021 and did not have anything to add to the report. Chief DiGiorgio reported that the Career Division Lieutenants Reports and a Light Duty Report from EMT Mockler were submitted with his report.

Chief DiGiorgio reported that he had one items to discuss in New Business and asked if anyone had any questions. There were no questions.

**EMS:** Commissioner O’Hare asked the Chief about any progress made on the FEMA reimbursement and grants. Chief DiGiorgio reported that the District applied for a Firehouse Sups grant for the replacement of the PASS devices for the firefighters. Chief DiGiorgio noted that the District devices are just over the 20-year mark. Chief DiGiorgio reported that the District applied for the \$20,000 grant in early January 2021. Chief DiGiorgio reported that the is also an Assistance to Firefighters grant which was submitted by Millennium for approximately \$90,000 to upgrade the SCBAs. Chief DiGiorgio reported that the

District is waiting to hear back on the application and that it is usually a 6 - 8-month process.

Chief DiGiorgio reported that a request was submitted to FEMA for reimbursement on COVID-19 expenses incurred from the beginning of COVID-19 through early September 2020. Chief DiGiorgio reported that the District has not yet heard any response from FEMA. Chief DiGiorgio reported that the expense data from early September 2020 through the end of the year has been given to Millennium so they can make a second FEMA reimbursement submission.

Chief DiGiorgio reported that the \$25,000 Bayer Fund Grant has been utilized for the purchase of a fit tester. Chief DiGiorgio noted that there are still a few small accessories that have not been received to date but anticipated spending all the \$25,000 on the fit tester.

**BUDGET:** Commissioner Dugan Sr. reported that the District is waiting on the April election to see if the voters approve the 2021 Budget.

**PERSONNEL:** Commissioner O'Hare reported that need for a brief Executive Session.

**NEGOTIATIONS:** Commissioner Dugan Sr. reported that the committee met with the FMBA last week. Commissioner Dugan Sr. reported that the committee decided to get a copy of the contract from the attorney so that the FMBA can add the changes that have been negotiating into the contract. Commissioner Dugan Sr. noted that this will enable everyone to see what the negotiated changes will look like at the next meeting. Commissioner Dugan Sr. reported that the FMBA has requested to meet next week and asked if Commissioner Callas would be available. Commissioner Callas felt that he should be able to meet and asked Commissioner Dugan Sr. to give him a call.

**LIAISON TO THE VOLUNTEERS:** Nothing to report.

**BUILDINGS AND GROUNDS:** Commissioner O'Hare reported that the bay floor vendor has been put on notice that Spring is coming and the District would like to pursue a remedy for the problems with the floor resurfacing.

Commissioner O'Hare asked for clarification that the District is waiting for certification that the needed boiler repairs had been completed. Chief DiGiorgio

reported that all the repairs were completed and that he will follow up with Lt. Belott on the status of the reinspection of the boiler.

**APPARATUS/EQUIPMENT AND MAINTENANCE:** Chief DiGiorgio reported that Engine 34 and the Ladder Truck have been in and out of service during the last two weeks. Chief DiGiorgio reported that the repairs were made on Engine 34 and that they were chasing an electrical issue. Chief DiGiorgio reported that the issue may have been a pinched wire from when the pump was replaced but noted there were also numerous corroded wires. Chief DiGiorgio reported that all repairs have been made and Engine 34 is back in service. Chief DiGiorgio reported that the Ladder Truck had an issue with a module for the ladder. Chief DiGiorgio noted that the truck could be used but the ladder was temperamental. Chief DiGiorgio reported that Fire & Safety had to come in because it was a computer related proprietary system. Chief DiGiorgio reported that Fire & Safety has identified the issue and ordered some parts which the District is waiting to arrive.

Chief DiGiorgio reported that he proposed to the Fire Officers to begin a work group for the replacement of Truck 33 at the Fire Officers meeting last night. Chief DiGiorgio reported that Asst. Fire Chief Martin and Lt. Belott have agreed to co-chair the work group. Chief DiGiorgio noted that Truck 33 is approaching its 19-year anniversary and that both Asst. Chief Martin and Lt. Belott are familiar with the process because they both worked on the Engine replacement work group.

**INSURANCE:** Nothing to report.

**COMMUNICATIONS:** Commissioner O'Hare asked if the Police Dept. had alerted the Fire District about the problem their frequency change would pose to the Fire District. Chief DiGiorgio reported that the Police Dept. had to make some upgrades because the FCC was taking back some UHF frequencies in the T-Band and the Police Dept. was notified about ten years ago that this would happen. Chief DiGiorgio reported that the choice was to switch to either digital trunk frequencies or 700 megahertz frequencies. Chief DiGiorgio reported that the Police Dept. chose the 700-megahertz frequency and noted that the County of Morris is also migrating to this as the County transitions the Fire Dept radios. Chief DiGiorgio reported that the Fire District does not have any need to transmit on any of the police frequencies and therefore had no need to be notified. Chief

DiGiorgio reported that for the short time between when the Police Dept. migrated to the new frequency and the when the County upgrades to the new frequency, the District will utilize a mobile radio to monitor the police radio inside the firehouse. Chief DiGiorgio reported that once the County upgrades the Fire District radios, they will be able to monitor the police radios with them. Commissioner O'Hare noted that in the past the ability to monitor the police radio on the apparatus and hand-held devices has been a plus for response time. Chief DiGiorgio agreed with Commissioner O'Hare and reported that the existing radios can pick up the frequency but that it is encrypted, which is why the one mobile radio in the firehouse that can decrypt the police radio will be utilized. Commissioner Dugan Sr. noted that the Police Dept. extends a courtesy to the Fire District in allowing the District to monitor their radio calls and is glad that they are continuing to do so. Chief DiGiorgio noted that the new radios for the Police Dept. and the County are being purchased from the same vendor and is appreciative that the Police Dept. will allow the District to utilize the decryption for their calls.

**BY-LAWS:** Nothing to report.

**WEBSITE:** Up to date.

**PLANNING COMMITTEE:** Commissioner Dugan Sr. reported no progress.

**LIASON TO EXEMPTS:** Nothing to report.

**RECORDS RETENTION:** Commissioner Dugan Sr. reported that there is still one project in progress.

**LIAISON TO HANOVER TOWNSHIP COMMITTEE:** Nothing to report.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Chief DiGiorgio asked if the Board would consider holding the annual Reorganization Meeting in person this year. Chief DiGiorgio noted that this meeting would potentially be the first Thursday in May and would give the Board two months to plan for this. Chief DiGiorgio noted that some new volunteer members have come through the door since last year and he would like to swear them in as well as new officers, commissioners and staff members who have joined in the last year. Chief DiGiorgio noted that this may be something that could be done in the engine bay and asked the Board to keep it on their radar. Chief

DiGiorgio also asked if the Board would consider hosting the annual Inspection Dinner for members and staff as they work through the process of reopening the firehouse. Chief DiGiorgio noted that this will have to take the Executive Orders relaxing some of the restrictions into consideration. Commissioner O'Hare reported that the Board will take all this under consideration depending on how things evolve.

**REMINDERS:**

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, March 18, 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 to be held in person at the fire station.

**PUBLIC PARTICIPATION:** None.

**RESOLUTIONS:** Administrator Schultz asked if there were any objections to approving the resolutions by consent agenda. The Board had no objections.

**Administrator Schultz read Resolution 21-03-04-19 accepting the resignation of Commissioner Thomas A. Quirk Jr.**

**Administrator Schultz read Resolution 21-03-04-20 authorizing the sale of old CAR 32.**

**Administrator Schultz read Resolution 21-03-04-21 authorizing the title change for EMT Cobleigh from F/T to Per Diem.**

**Administrator Schultz read Resolution 21-03-04-22 accepting the resignation of FF/EMT Abdeljabbar.**

**Administrator Schultz read Resolution 21-03-04-23 appointing Volunteer Lahiri.**

**Administrator Schultz read Resolution 21-03-04-24 approving extending a conditional offer of employment to Volunteer Siino.**

**Commissioner Dugan Sr. made a motion to introduce the resolutions, seconded by Commissioner Callas. All were in favor.**

**EXECUTIVE SESSION: Administrator Schultz read Resolution 21-03-04-25 to enter into executive session. Commissioner O'Hare made a motion to introduce the resolution, seconded by Commissioner Dugan Sr. All were in favor. The Board went into closed session at 7:27 p.m.**

Personnel matters were discussed. Action will not be taken.

**The Board came out of closed session at 7:53 p.m.**

**ADJOURN: A motion was made by Commissioner Dugan Sr., seconded by Commissioner O'Hare, to adjourn the meeting. All were in favor. The meeting was adjourned at 7:55 p.m.**

Respectfully submitted by

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Thomas Quirk, Secretary