

February 17, 2022 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 February 17, 2021 in accordance with the Public Meeting Act of 1975, Chapter 231. The Board observed a moment of silence for all those who have given their lives in service of their communities and nation.

ATTENDANCE: Commissioners Steven Cornine, Mary Lou DeSimone, Michael Dugan Sr., Michael Dugan Jr., and Robert O’Hare were present.

Chief DiGiorgio, Administrator Schultz, Fire Co. President James Hark Jr., EMT Perrone, EMT Waldron, and Fire Co. Members Tom Harrington, Gary Keyser, and Vince Donofrio were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the February 3, 2022 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner Cornine made a motion to approve the minutes from the February 3, 2022 Regular Meeting. Commissioner Dugan Jr. seconded the motion. All were in favor. Commissioner DeSimone abstained.

REPORT OF THE TREASURER:

Nothing to report.

Commissioner O’Hare reported that the Board was going to enter into a short Executive Session and then vote on the Resolutions before them. The Board would then discuss the results of the Membership Feedback Survey because Commissioner Cornine had to leave at 8 P.M.

EXECUTIVE SESSION: Commissioner O’Hare read Resolution 22-02-17-10 to enter into executive session. Commissioner DeSimone made a motion to introduce the resolution, seconded by Commissioner Cornine. All were in favor.

Commissioner DeSimone did not stay for Executive Session. The Board went into closed session at 7:03 p.m.

A legal agreement was discussed.

The Board came out of closed session at 7:09 p.m.

RESOLUTIONS: Commissioner Cornine reported that the resolution authorizing a Consolidation Committee will be tabled so he can edit some of the wording.

Commissioner Cornine read Resolution 22-02-17-11 authorizing the donation of equipment. Commissioner Dugan Jr. made a motion to introduce the resolution, seconded by Commissioner Cornine. All were in favor.

Commissioner Cornine read Resolution 22-02-17-12 authorizing a Personnel Agreement. Commissioner Dugan Sr. made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor. Commissioner DeSimone abstained.

DISCUSSION OF SURVEY: Chief DiGiorgio offered copies of the survey to anyone who wanted it. The Board had a lengthy discussion on the results of the Membership Feedback Survey between themselves and the Membership who were present at the meeting.

A common theme throughout the survey was the issue of low morale, lack of comradery and that the organization was split into various factions instead of one organization. The Board reported that it would like to form a committee to discuss and address some of the survey responses. The Board would like the committee to consist of Board members, career personnel, officers, and Fire Co. members. The Board hopes that some of the survey respondents will join the committee. The Board noted that some things that were identified in the survey that would help morale and comradery are already being addressed. The Board reported that the hallways of the firehouse has started to be painted and a chair rail will be added in spots where it is missing. The Board reported that fixing up the kitchen will be addressed when the painting is finished.

Commissioner Cornine reminded everyone that the organization is ruled by policies and that the Board cannot help with feelings but can help if a policy to make this place better is identified. Commissioner Cornine felt that when asking

the Board to do something, there needs to be a policy that is affecting it or a policy that can be put in place to fix it.

Chief DiGiorgio will send the survey results in a Word document to the Board, Officers, and Fire Co. President Hark Jr. so that they can add comments about how the survey responses are going to be addressed. Chief DiGiorgio will send these comments out to the organization at various intervals so they can track the progress that is being made.

Commissioner Cornine left the meeting at 8:00 P.M.

Administrator Schultz and Fire Co. members Vince Donofrio, Tom Harrington and Gary Keyser left the meeting at 8:35 P.M.

The discussion ended at 10:15 P.M. and the Board returned to the regular agenda.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio distributed his Bi-Monthly report on February 11, 2022. Chief DiGiorgio highlighted the following items from his report.

Chief DiGiorgio reported that there was an Officers Meeting the other night and the Officers will remain with one exception. Chief DiGiorgio reported that Tim Costello will move to the rank of Captain. Commissioner Dugan Sr. agreed with that and felt that FF Sheridan should also be elevated. Chief DiGiorgio reported that the job descriptions are going to be reviewed by Asst. Chief Martin and himself.

Chief DiGiorgio reported that all the shifts were covered for March.

Chief DiGiorgio reported that it is time for annual physicals and felt that the Board could pass a resolution requiring members to get an annual physical. Chief DiGiorgio reported that PIOSH states that it is the responsibility of the employer to ensure that all of their responders are physically and medically fit. Chief DiGiorgio reported that currently nothing forces members to get physicals except his General Order. Chief DiGiorgio reported that another route would be to make the General Order a Policy that the Board could review and approve.

Commissioner DeSimone asked if Chief DiGiorgio anticipated having a problem getting the members to go for a physical. Chief DiGiorgio reported that he has had a few problems through the years but for the most part everyone goes for

their physical. Chief DiGiorgio still felt a policy was needed. Commissioner O'Hare asked Chief DiGiorgio to work up a Policy for the Board to review.

Chief DiGiorgio concluded his report. Commissioner O'Hare asked if anyone had any questions for Chief DiGiorgio. There were no questions.

EMS: Chief DiGiorgio reported that the District met with Revenue Guard and that call and revenue are up. Chief DiGiorgio reported that after it was discovered that the District has not been billing for extrications, the information for the 6 extrications over the past 2 years has been sent to Revenue Guard so it can be billed. Chief DiGiorgio reported that a policy will need to be set on how to handle future extrication billings.

BUDGET: Commissioner Dugan Sr. reported that the 2022 budget will be voted on this Saturday.

PERSONNEL: Nothing to report.

NEGOTIATIONS: Nothing to report.

LIAISON TO THE VOLUNTEERS: Commissioner Dugan Jr. reported that there was a Fire Co. meeting on Monday night.

BUILDINGS AND GROUNDS: Commissioner O'Hare reported that the Board would like some input on blue paint for above the chair rail in the hallways.

Chief DiGiorgio reported that PSE&G was here and the meter is replaced.

Chief DiGiorgio reported that the ambulance bay door and the ladder bay door were repaired.

APPARATUS/EQUIPMENT AND MAINTENANCE: Nothing to report.

INSURANCE: Commissioner O'Hare reported that the committee met with Mr. Siino and the BCBS benefit package that was settled on will have an 11.7% increase.

BY-LAWS: Commissioner DeSimone reported that the By-Laws are good.

WEBSITE: Up to date.

PLANNING COMMITTEE: Commissioner Dugan Sr. reported that the structural engineer has been out a couple of times and identified that there are large 18-

inch beams on the second-floor ceiling that hold up the third floor. Commissioner Dugan Sr. reported that the Town has information on the additions that they will copy for us. Commissioner Dugan Sr. reported that this will alleviate the need to dig a hole outside the ladder bay to see what the foundation is and drilling a hole in the ceiling to see what kind of roof structure there is. Commissioner Dugan Sr. reported that we still have to drill a hole on the third floor by the fire escape to measure how thick the walls are. Commissioner Dugan Sr. reported that a hole needs to be drilled outside the building where one of the tie rods are to see how it was attached.

Chief DiGiorgio reported that there will be another Formation of One Fire District meeting on March 1 after the Reorganization Meeting. Chief DiGiorgio reported that District 2 passed a resolution adopting the formation of the committee. Commissioner O'Hare reported that the Board did not pass a resolution adopting the formation of the committee because Commissioner Cornine wanted to make some edits before the Board adopts it.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Commissioner Dugan Sr. reported that the District has been waiting over one year for State approval to destroy some records.

Commissioner Dugan Sr. reported that he has been going through the records in the Commissioners Room and will turn over anything of historical value to the Fire Co.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Nothing to report.

OLD BUSINESS: None

NEW BUSINESS: None.

PUBLIC PARTICIPATION: None.

REMINDERS:

The Annual Fire District Election will take place on Saturday, February 18, 2022 from 2:00 P.M. until 9:00 P.M.

The Board's Reorganization Meeting will be held on Tuesday, March 1, 2022 at 6:30 P.M.

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, March 3, 2022 at 7:00 P.M at the firehouse.

The Joint Fire Prevention Board Meeting will be held on Monday, March 14, 2022 at the Whippany Fire House at 6:30 P.M.

ADJOURN: A motion was made by Commissioner Dugan Jr., seconded by Commissioner DeSimone, to adjourn the meeting. All were in favor. Commissioner Cornine was absent.

The meeting was adjourned at 10:32 p.m.

Respectfully submitted by

Steven Cornine, Secretary