

August 15, 2024 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 August 15, 2024 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 Mary Lou DeSimone, Michael Dugan Jr., Michael Dugan Sr. and Gary Keyser were present. Commissioner Steven Cornine was absent.

Deputy Administrator Hark Jr., Lt. Belott, FF Martin, FF Ujfalussy, and members of the public were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the July 18, 2024 Executive Session 1 and Executive Session 2 were tabled until next meeting.

REPORT OF THE TREASURER: Commissioner Dugan Sr. reported that if the referendum for the 2024 budget had passed in February, vehicle maintenance would be the only budget line that would be over budget as of July 2024 as opposed to the numerous lines that are over budget because the referendum did not pass.

Report of Fire Commissioner Board Committees and Chief of Department:

MONTHLY REPORTS: Deputy Administrator Hark Jr. distributed the Monthly Lieutenants Reports earlier today. The Board had no questions on the reports. Deputy Administrator Hark Jr. reported that he received a report from Asst. Chief Costello about 20 minutes ago. Deputy Administrator Hark Jr. reported that the report indicated that he had a good volunteer operations meeting, plans to schedule a committee meeting in the next week or two, he drafted 3 general orders that are under review by the lieutenants, and that he is going to focus on facilitating the volunteers who are not current in their mandatories so they are back in line with operation requirements. Commissioner Keyser asked when the

volunteer operations meeting occurred. Deputy Administrator Hark Jr. reported that the meeting was held on July 18.

EMS: Nothing to report.

BUDGET: Commissioner Cornine reported that he hopes to have a 2025 budget meeting next week.

PERSONNEL: Nothing to report.

NEGOTIATIONS: Commissioner Keyser reported that the Negotiation Committee will be meeting after tonight's meeting.

LIAISON TO THE VOLUNTEERS: Nothing to report.

BUILDINGS AND GROUNDS: Commissioner Dugan Jr. reported that Commissioner Dugan Sr. and Deputy Administrator Hark Jr. worked with the members on the 3rd floor to better arrange the sleeping quarters.

APPARATUS/EQUIPMENT AND MAINTENANCE: Commissioner Desimone asked how long Ambulance 38 will be out of service awaiting repair. Commissioner Keyser reported that the needed part came in today. Lt. Belott reported that the ambulance is going in for repair tomorrow and will be back in a day or two.

INSURANCE: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Up to date.

PLANNING COMMITTEE: Commissioner Dugan Sr. reported that the Planning Committee has not met in a while due to vacations. Commissioner Dugan Sr. hopes to schedule a meeting in the next couple weeks.

Commissioner Keyser reported that the consolidation process is currently on hold.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Nothing to report.

OLD BUSINESS: Deputy Administrator Hark Jr. reported that the District has received 2 of the 3 requested quotes to put in a water line to provide filtered drinking water to replace the current water cooler. Deputy Administrator Hark Jr. reported that once the 3rd quote is received he will sit down and go over them

with the Treasurer. Commissioner Dugan Jr. asked if the Board was in favor of replacing the water cooler with a filtered water line and if the Board was willing to decide tonight to go with the lowest quote so that the District did not have to wait 3 weeks until the next Board meeting. Commissioner Keyser asked what the estimated savings would be. Deputy Administrator Hark Jr. reported the new quotes are \$40 - \$50 per month for maintenance versus \$240 average a month for water and dispenser. Commissioner Dugan Sr. reported that 2 of the 3 contractors would be able to run the water line while the 3rd would require an outside plumber. Commissioner Dugan Sr. made a motion to accept the lowest quote and move forward with the filtered water line, seconded by Commissioner Desimone. All were in favor. Commissioner Cornine was absent.

Commissioner Keyser reported that at the Board meeting last week, the Board approved a resolution to dissolve the 2 fire districts and form a new fire district. Commissioner Keyser reported that some of the District 3 commissioners attended the District 2 Board meeting this Tuesday where an identical resolution was not voted on because some commissioners had questions about the resolution. Commissioner Keyser reported that there is a Joint Board meeting on September 9, 2024 where the resolution will be discussed.

Commissioner Dugan Sr. reported that the Milspray undercoating that was applied to the vehicles last year is recommended to be applied annually. Commissioner Dugan Sr. reported that according to research he has done it is recommended that the undercoating be applied every 1-3 years depending on the type of undercoating applied. Commissioner Dugan Sr. reported that the contractor gave a quote for undercoating the 2 engines, new ambulance and new command car. Commissioner Dugan Sr. recommended that the District just get the new ambulance and new command car undercoated due to budget constraints. Commissioner Keyser noted that the District does not want to end up with rust issues on the other apparatus like there was on Ladder 33. Commissioner Dugan Sr. recommended that the District put money in the 2025 budget for the undercoating of the other apparatus. Commissioner Dugan Sr. reported that the cost for the new ambulance and the new command vehicle would be about \$229 for the ambulance and \$95 for the command vehicle. Commissioner Dugan Sr. made a motion to proceed with the undercoating of the two vehicles, seconded by Commissioner DeSimone. All were in favor. Commissioner Cornine was absent.

Commissioner DeSimone reported that she has been thinking about the Power Truck that was discussed at last weeks meeting in light of how tight the budget is this year. Commissioner DeSimone noted that in addition to the salary cost to man the Power Truck there is also the cost of the wear and tear on the vehicles. Commissioner DeSimone asked that Lt. Sulpy monitor both what time of the day the Power Truck is responding to calls and how many of those calls are out of town during the 90-day trial. Commissioner DeSimone hoped that if the numbers don't support it that the Board will reconsider the Power Truck. Commissioner Keyser asked for clarification that the District is not hiring Per Diem EMTs specifically to man the Power Truck. Commissioner Dugan Sr. reported that the base of Per Diem EMTs will be utilized to man the Power Truck but are not being hired specifically for the Power Truck. Commissioner DeSimone noted that on the days that the Power Truck is being utilized additional compensated personnel would be needed to man it. Commissioner Dugan Sr. agreed that it would be an additional payroll expense but hopefully it would be more than offset by the additional calls that the District can respond to.

NEW BUSINESS: Commissioner DeSimone reported that the Board has performance notices to be given to 4 individuals. Commissioner DeSimone reported that FF/EMT DiGiacomo and FF Keyser are receiving a performance notice for a call on August 11, 2024. Commissioner DeSimone reported that on this day the Cedar Knolls Fire Department was dispatched to a motor vehicle collision on Columbia Turnpike involving an ambulance of a neighboring EMS agency. Commissioner DeSimone reported that upon arrival on scene FF DiGiacomo and FF Keyser quickly recognized the immediate need for vehicle stabilization of the ambulance involved in the collision and ensured that all parties remained inside the ambulance until it was safe to exit the vehicle. Commissioner DeSimone reported that the firefighter's knowledge of advanced extrication techniques in vehicle stabilization played a crucial role in a positive outcome for the parties involved in the accident. Commissioner DeSimone reported that the firefighter's quick actions and delegation of tasks to other firefighters on the scene ensured that all patients and first responders were kept safe at all times. Commissioner DeSimone reported that after the vehicle was stabilized the firefighter remained with the patient who was trapped in the patient compartment of the ambulance and provided crucial pre-hospital emergency care. Commissioner DeSimone reported that their actions at a hectic accident scene and leadership under pressure did not go unrecognized, therefore we would like to extend our appreciation and ensure that proper recognition is

received for a job well done. Commissioner DeSimone reported that she is ensuring that this special recognition is placed in their personnel files and that the Board of Fire Commissioners are aware of a job well done. Commissioner DeSimone reported that this was issued by Lt. McGuinness and Asst. Chief Costello.

Commissioner Desimone reported that a performance notice is being issued to EMT Grilli. Commissioner DeSimone reported that on August 11, 2024 the Cedar Knolls Fire Department was dispatched to a motor vehicle collision on Columbia Turnpike involving an ambulance of a neighboring EMS agency. Commissioner Desimone reported that upon his arrival on scene EMT Grilli recognized the immediate need for additional resources and requested additional BLS ambulances. Commissioner Desimone reported that multiple victims were present at the scene and EMT Grilli and his partner began the triage process for the injured parties. Commissioner DeSimone reported that EMT Grilli further recognized that an emergent patient was still located in the back of the ambulance involved in the collision. Commissioner DeSimone reported that EMT Grilli made the quick and hard decision not to approach the ambulance due to it being unstable and at risk of tipping over. Commissioner DeSimone reported that once the ambulance was stabilized EMT Grilli provided immediate care to the injured patient. Commissioner DeSimone reported that the actions of EMT Grilli ensured that all injured parties at the accident scene received appropriate care and were all safely transported to the hospital in a quick and efficient manner. Commissioner DeSimone reported that the actions of EMT Grilli at a hectic accident scene and leadership under pressure did not go unrecognized, therefore we would like to extend our appreciation and ensure that proper recognition is received for a job well done. Commissioner DeSimone reported that she is ensuring that this special recognition is placed in their personnel files and that the Board of Fire Commissioners are aware of a job well done. Commissioner DeSimone reported that this was issued by Lt. McGuinness and Asst. Chief Costello.

Commissioner Desimone reported that a performance notice is being issued to EMT Waldron. Commissioner DeSimone reported that on August 11, 2024 the Cedar Knolls Fire Department was dispatched to a motor vehicle collision on Columbia Turnpike involving an ambulance of a neighboring EMS agency. Commissioner Desimone reported that upon his arrival on scene EMT Waldron recognized the immediate need for additional resources and requested additional BLS ambulances. Commissioner Desimone reported that multiple victims were

present at the scene and EMT Waldron and his partner began the triage process for the injured parties. Commissioner DeSimone reported that EMT Waldron further recognized the need for an EMS branch command function to be established and without hesitation EMT Waldron took on the role of EMS branch commander. Commissioner DeSimone reported that the actions of EMT Waldron ensured that all incoming EMS resources were organized and deployed to their appropriate tasks. Commissioner DeSimone reported that this EMT Waldron ensured that all injured parties at the accident scene were treated and transported to the hospital in a quick and efficient manner. Commissioner DeSimone reported that the actions of EMT Waldron at a hectic accident scene and leadership under pressure did not go unrecognized, therefore we would like to extend our appreciation and ensure that proper recognition is received for a job well done. Commissioner DeSimone reported that she is ensuring that this special recognition is placed in their personnel files and that the Board of Fire Commissioners are aware of a job well done. Commissioner DeSimone reported that this was issued by Lt. McGuinness and Asst. Chief Costello.

Commissioner Keyser noted that FF DiGiacomo stepped up and took a leadership role in stabilizing the ambulance at this accident scene.

REMINDERS:

The next Regular Meeting of the Board of Fire Commissioners will be held on Thursday, September 5, 2024 at 7:00 P.M.

The next Joint Fire Prevention Board Meeting will be held on Monday, September 9, 2024 at 6:30 P.M. at the District 2 Firehouse. Commissioner Keyser noted that if anyone in the room can make this meeting it would be a very important meeting to go to.

PUBLIC PARTICIPATION: Ms. Atkinson thanked the Board for everything that they do and are trying to do with the merger. Ms. Atkinson reported that she knows it is a lot of work, sometimes a headache and not easy to do.

RESOLUTIONS:

Commissioner DeSimone read Resolution 24-08-15-98 approving title change of EMT Rich. Commissioner Dugan Sr. made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor. Commissioner Cornine was absent.

Commissioner DeSimone read Resolution 24-08-15-99 setting the pay rate for certain employees. Commissioner Dugan Sr. made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor. Commissioner Cornine was absent.

Commissioner DeSimone read Resolution 24-08-15-100 setting the pay rate for certain employees. This resolution was tabled until next month.

EXECUTIVE SESSION: None.

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

The meeting was adjourned at 7:25 p.m.

Respectfully submitted by

Mary Lou DeSimone, Secretary