

July 20, 2017 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 July 20, 2017 in accordance with the Public Meeting Act of 1975, Chapter 231.

ATTENDANCE: Commissioners Robert Callas, Peter DeNigris, Michael Dugan and Tom Quirk were present. Commissioner Maria Florio was absent.

Chief DiGiorgio, Administrator Schultz, Lieutenant DeSimone, FF Belott and Chief O'Hare were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: Commissioner Callas reported that the Board received a thank you letter from Chief Lou Pepe, County of Morris, for their donation of a gear rack to the Training Academy.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the July 6, 2017 Regular Meeting were reviewed.

Commissioner Callas made a motion to accept the minutes from the July 6, 2017 Regular Meeting. Commissioner Quirk seconded the motion. Commissioners Callas, Dugan and Quirk were in favor. Commissioner DeNigris abstained. Commissioner Florio was absent. Approval of the minutes from the June 15, 2017 Regular Meeting was tabled until next meeting.

REPORT OF THE TREASURER: Commissioner DeNigris reported that the Board members have received copies of the audit report for 2016. The managerial letter accompanying the audit noted that some pension payments were delinquent during the year but this has been remedied.

Commissioner DeNigris reported that the Board has received \$47 from the collection agency for June 2017 collections on outstanding EMS bills.

Commissioner DeNigris reported that issues with the Workers Compensation audit have been resolved.

Commissioner Callas made a motion to accept the Treasurer's Report. Commissioner Quirk seconded the motion. All were in favor. Commissioner Florio was absent.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio distributed his Bi-Monthly Report prior to the meeting.

Chief Di Giorgio reported that Administrator Schultz recreated all the documents relative to Medical Alert Program. Chief DiGiorgio and Administrator Schultz will review the draft documents before sending them to Mr. Braslow for review.

Chief DiGiorgio reported that the ladder truck is back in service after having the fuel tank and two brake chambers replaced due to rust and rot. Ambulance 39 is at International with ignition issues that cause it to stall.

EMS: Nothing to report.

BUDGET: Commissioner DeNigris reported that the June financial reports were distributed prior to the meeting. Commissioner DeNigris noted that overall the actual results are in line with the budget but that some accounts such as overtime, legal and workman's compensation fees need to be monitored. The Board should receive the third quarter tax check soon. Commissioner DeNigris reminded the Board that they have done a great job doing a lot of upgrades and they should continue to look for ways to save money because there are some equipment purchases coming up.

PERSONNEL: Nothing to report.

NEGOTIATIONS: Commissioner Quirk reported that there is a meeting tentatively set for August 14 with the FMBA.

LIAISON TO THE VOLUNTEERS: Commissioner Dugan attended the last Fire Co. meeting and reported that the 2 Kids Foundation is sponsoring a charitable Auto Show on August 6 at Horseshoe Lake in Roxbury and is asking for assistance parking cars. This is an event that that the Fire Co. has helped out with in the past. Commissioner Dugan noted that assistance from district personnel would be welcomed.

The Fire Co. discussed the design for the grounds project and they had some questions for Fire Co. member Gary Keyser. Mr. Keyser estimated the project would cost between \$40,000 and \$50,000. The Fire Co. is still working on the design.

The Fire Co. approved a donation of \$5,000 to the Board of Fire Commissioners towards the electronic sign. Commissioner Dugan will send a thank you letter for this donation as well as the Fire Co. donation towards the Day Room renovation.

BUILDINGS AND GROUNDS:

Roof Project: Administrator Schultz reported that a letter was drafted and sent to Mr. Braslow regarding getting out of the current agreement and finding someone else to do the remaining work. The letter was then sent to Bondex and there has been no response to date.

Apron Project: Administrator Schultz reported that there has been progress on the little bit of work that needs to be done.

Sign Project: Commissioner Dugan reported that the sign has been delivered and we are waiting on the base. Commissioner Dugan and Administrator Schultz met with an installation company and are waiting to receive their price quote.

2017 Building Improvements

Day Room Rehabilitation: Chief Di Giorgio reported that the electrical work and flooring have been completed. The monitors have been installed and a table, chairs and the refrigerator are back in the room. The room is currently being utilized. We are waiting on the counter top, a new table, and a desk and updated computers.

APPARATUS/EQUIPMENT AND MAINTENANCE: Chief DiGiorgio reiterated that the ladder truck is back in service and Ambulance 39 is out for repairs. Chief DiGiorgio reported that all of the paperwork for the loaner ambulance has been signed notarized and sent to VCI. We have been assigned a loaner ambulance with 31,000 miles on it and has a value of \$19,000. The ambulance will be delivered lettered and labeled and we will have to have it inspected. Chief DiGiorgio reported that we should have a smooth transition and not be down an

ambulance and should be using the loaner for 6 - 8 weeks. Commissioner Quirk asked if it was possible to get a loaner from the County if any issues arise with the VCI loaner to insure that there is no down time. Chief DiGiorgio reported that the process of obtaining a loaner from the County is the same as getting one from VCI so the amount of paperwork involved means this is not a feasible option.

INSURANCE: Nothing to report.

COMMUNICATIONS: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Nothing to report.

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 Wegmans is complete and there has been no word yet about which restaurants want to go in the area. There is nothing new with either the Morris County Mall or Pine Plaza. The renovation of Rt. 10 is a major job that the Township Committee is looking at undertaking.

Chief DiGiorgio reported that a mid-year report has been sent to Committeeman Coppola as requested. A copy of the report is attached to his Bi-Monthly report.

OLD BUSINESS: Commissioner Quirk reported that the Chief DiGiorgio, FF Belott and a number of members of this department made us proud with how they represented our Fire District at the Youth Public Safety Academy. Commissioner Quirk noted that there has been a lot of positive public feedback and he felt this is due in a large part to the efforts of District 3 FF Belott and District 2 FF Perello. The Board extended their thanks to everyone for their efforts.

Administrator Schultz reported that Mr. Braslow contacted him regarding the Bill to move elections to November. Mr. Braslow noted that the Bill is on the Governor's desk and his feeling is that this version of the Bill will be conditionally vetoed.

NEW BUSINESS: Commissioner Callas reported that the Joint Fire Prevention Board approved funding for training at their July 10, 2017 meeting.

Chief DiGiorgio reported that there was a demo of fire apparatus today and this concludes the Engine 35 Replacement Work Group research. The work group should have a report to the Board for one of the August 2017 meetings.

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, August 3, 2017 at 7:00 P.M.

The next scheduled meeting of the Joint Fire Prevention Board is Monday, September 7, 2017 at 6:30 P.M. at the Cedar Knolls Fire Station.

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Commissioner Callas read **Resolution 17-07-20-57** accepting the resignation of Volunteer EMT David Charles. **Commissioner DeNigris made a motion to introduce the resolutions, seconded by Commissioner Callas. All were in favor. Commissioner Florio was absent.**

Commissioner Callas read **Resolution 17-07-20-58** accepting the resignation of Joseph N. Martin from the Volunteer Fire Lieutenant position. **Commissioner Dugan made a motion to introduce the resolutions, seconded by Commissioner DeNigris. All were in favor. Commissioner Florio was absent.**

Commissioner Callas read **Resolution 17-07-20-59** appointing Alicia DiMontova as a Volunteer Member. **Commissioner Quirk made a motion to introduce the resolutions, seconded by Commissioner Callas. All were in favor. Commissioner Florio was absent.**

EXECUTIVE SESSION: Commissioner Callas read **Resolution 17-07-20-60** to enter into executive session. **Commissioner Quirk made a motion to introduce the resolution, seconded by Commissioner Dugan. All were in favor. Commissioner Florio was absent.**

The Board went into executive session at 7:25 p.m.

Personnel matters were discussed. Action will be taken in the form of a resolution.

The Board came out of executive session at 8:10 p.m.

Commissioner Quirk made a motion that the Board follow Chief DiGiorgio's recommendation for offering a conditional offer of employment to Theodore Ujfalussy.

RESOLUTIONS: Commissioner Callas read **Resolution 17-07-20-61** authorizing extending a Conditional Offer of Employment for FF/EMT/Fire Inspector position to Theodore Ujfalussy. **Commissioner Quirk made a motion to introduce the resolutions, seconded by Commissioner DeNigris. All were in favor. Commissioner Florio was absent.**

PUBLIC PARTICIPATION: Fire Co. Vice President Joseph N. Martin was present. The floor was open to him.

Fire Co. Vice President Joseph N. Martin stated that the Fire Co. plans to have an Open House for the public on October 14, 2017.

Fire Co. Vice President Joseph N. Martin reported that the Fire Co. would like a contract allowing the Fire Co. access to the digital sign.

ADJOURN: A motion was made by Commissioner Callas, seconded by Commissioner Quirk, to adjourn the meeting. All were in favor. Commissioner Florio was absent. The meeting was adjourned at 8:20 p.m.

Respectfully submitted by

Robert Callas, Secretary