

October 19, 2023 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 October 19, 2023 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 Jr., Gary Keyser, and Shawn Waldron were present.

Administrator Schultz, Deputy Administrator Hark Jr., Asst. Chief Martin, FF Colin, FF Martin, FF Ujfalussy, EMT Bergman, EMT Perrone, and Mr. Dugan Sr. were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the October 5, 2023 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner Cornine made a motion to approve the minutes from the October 5, 2023 Regular Meeting, seconded by Commissioner Waldron. All were in favor. Commissioner Dugan Jr. abstained.

REPORT OF THE TREASURER: Nothing to report.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Asst. Chief Martin submitted his Bi-Monthly report on October 17, 2023.

Commissioner Keyser asked about the status of the E 34 repairs. Asst. Chief Martin reported that E34 are set with F.I.S and the District is waiting on a date they can come do the repairs.

Commissioner Keyser asked if everyone received the quote for Ambulance 32 body damage repair. Commissioner Keyser reported that a letter was sent to Neilson Ford regarding the repair and asked Administrator Schultz if the district

had heard back from them. Administrator Schultz reported that he spoke with Neilson Ford and will drop the quote off tomorrow.

Commissioner Keyser asked about the status of the E35 plymovent adaptor repair. Asst. Chief Martin reported that E35 needs to go back to J&J next week because they did not have the part. Asst. Chief Martin reported that the track for the A38 plymovent is bent and needs to be repaired. Asst. Chief Martin reported that EMS staff have been instructed not to inflate the cuff until the repair can be made next week.

Commissioner Keyser asked if the District would attend the masquerade party at Malapardis Park. Asst. Chief Martin reported that the CKFD attends the masquerade party, not the Fire District. Asst. Chief Martin reported that the application request that he was asked to sign off on did not request a fire truck or an ambulance to stand by.

Commissioner Keyser reported that Asst. Chief Martin sent out a new uniform policy which will be discussed later.

Asst. Chief Martin reported that it was discovered last night that the keypad for the Knox Box on E34 is not working properly so the key has been placed on the ring with the meter so it is accessible until the District finds out what is wrong with the Knox Box.

Asst. Chief Martin reported that he has received dates for the EMS Competencies of November 13 and 16. Commissioner Keyser asked who is doing the competencies. Asst. Chief Martin reported that Dr. Letizia is doing the lectures and Lt. Sulpy and FF Yen will be doing the competencies. Asst. Chief Martin reported that Lt. Sulpy reached out to Commissioner Cornine but he was not sure what the conversation was about. Commissioner Cornine reported that he would have to follow up with Lt. Sulpy.

Commissioner Keyser asked if anyone had any more questions for Asst. Chief Martin. There were no questions.

EMS: Nothing to report.

BUDGET: Commissioner Waldron reported that the 2023 budget is tight and that the 2024 budget was being worked on and will be another tight year.

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

NEGOTIATIONS: Commissioner Keyser reported that the Board made progress at the Special Meeting on October 10 and is waiting on the final version before the committee meets with the Local 109.

LIAISON TO THE VOLUNTEERS: Commissioner DeSimone reported that the Open House that was scheduled for Saturday, October 14, was cancelled due to weather and will be rescheduled for Spring 2024.

BUILDINGS AND GROUNDS: Commissioner Dugan Jr. reported that an electrician has been contacted about the outlets and he is trying to contact a plumber about the 2nd floor toilet. Commissioner Dugan Jr. reported that the plymovent should be fixed next week.

APPARATUS/EQUIPMENT AND MAINTENANCE: Commissioner Cornine reported that things continue to cost a lot of money and that it was brought to his attention that the cost of maintaining the ladder with the repairs that were proposed has far exceeded what the District is willing to pay. Commissioner Cornine reported that the District has to review whether to pay for repairs to put the ladder should be put back in service or to leave it out of service. Commissioner Cornine reported that discussions on the ladder will continue and the District may be without a ladder for an extended period of time. Commissioner Cornine reported that he has not had a chance to talk with Asst. Chief Martin or any other Board members to figure out operationally what services the District is going to provide.

INSURANCE: Commissioner Keyser reported that the District is getting quotes to replace the boiler relief valves.

BY-LAWS: Nothing to report.

WEBSITE: Up to date.

PLANNING COMMITTEE: Nothing to report.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Commissioner Keyser reported that he will reach out to Committeeman Cahill or Mr. Giorgio for a status on the fire prevention fines forwarded to the Township.

OLD BUSINESS: Commissioner Waldron reported that the planned meeting with the architect was postponed until early next week. Commissioner Waldron

reported that the meeting was just to touch base and the Committee did not expect any major changes to the building plan.

Commissioner Waldron asked Administrator Schultz if there are any information on resolutions, referendums, dates and deadlines that the Board needs to be cognizant of so as not to get behind schedule. Administrator Schultz reported that there is a resolution before the Board tonight to hold a Special Election to have residents approve or disapprove capital purchases of an ambulance and SCBA cylinders. Commissioner Waldron asked about the ladder truck and building. Administrator Schultz reported that the Board could add the truck and building on the ballot based on anticipated costs but he thought that the Board wanted to narrow it down a little bit. Administrator Schultz reported that the Board has until the second to decide on the truck and building. Commissioner Waldron felt that the Board may want to discuss whether they want to put all the capital projects before the voters at once. Commissioner Keyser agreed but felt that before anything goes out the Board needs to see, know and have full participation with what is going on. Administrator Schultz felt the Board should hold off on the Special Meeting until 11/2 to see if the District can get better cost estimates for the truck and building and what the tax implications of both will be. Administrator Schultz felt that the District will not have many expenditures on the truck and building in 2024 beyond cursory engineering and final prints. Administrator Schultz noted that the District needs to exhaust all potential sites for a new firehouse. Commissioner Keyser noted that if the Board is going to decide on a Special Meeting on November 2 then the Board see any plans and meet to discuss the plans, potentially with the architects, before then. Administrator Schultz reported that the architect will put out a comprehensive report for everyone but it got sidetracked. Administrator Schultz felt that something can be given to the Board for discussion. Commissioner Waldron felt it would not hurt to let the Board see the architectural drawings of the exterior and floor plan. Deputy Administrator Hark Jr. provided the Board with copies of the plans. Commissioner Waldron felt that if the Board members review the plans then any questions that they have can be addressed at the next meeting in open session.

Commissioner Cornine asked if anyone had anything that they wanted to add about the ladder truck situation. Commissioner DeSimone asked how long the ladder truck would be out of service. Commissioner Cornine reported that it was his understanding that it would be out of service indefinitely. Commissioner Keyser reported that over the past 3 years the District has put \$100,000 into the

ladder truck and it would take another \$45,000 for the current repairs. The Board discussed the various quotes for the repairs. Commissioner Waldron noted that the District has done without a ladder for about a year in the past. Asst. Chief Martin reported that if the Board decides to put the ladder truck on the ballot this year then he will try to get his foot in the door with the manufacturer to get a demo that would work for us instead of having to wait 32 months for a custom build and noted that the pricing will only continue to increase over time.

Commissioner Keyser noted that other local departments had ladders that could be called on through mutual aid. Asst. Chief Martin cautioned against relying on mutual aid during the day for any departments that do not have compensated staff. Commissioner Keyser acknowledged that this could happen but felt that the District should consider selling the ladder truck as is. Asst. Chief Martin did not disagree which he would reach out to manufacturers to replace it quickly.

Commissioner Keyser reported that the regular budget is increasing quite a bit already for next year. Asst. Chief Martin reported that the ladder truck is currently out of service because it was taken to fill cylinders yesterday and the brakes started smoking. Commissioner Keyser felt that the Board needs to decide whether to repair the current ladder truck or float a bond for a new one.

Administrator Schultz noted that the Board could not decide to do both because if the money is used to repair the truck there will be no money for a deposit on a new truck. Commissioner Waldron suggested that the ladder truck be left out of service until the next meeting so Asst. Chief Martin could report more firmly on what the timeline will be to get a new truck and then the Board can decide which way to go. Commissioner Cornine felt that the current issue could be repaired if it was within the current budget. Commissioner Keyser reported that the insurance company notified the District again today that they need the certificate on the ladder and could refuse to insure the truck soon. The Board agreed to decide about the ladder truck at the next meeting.

Commissioner Waldron explained the architectural plans for a new 2 story firehouse with 10 sleeper quarters to the Board. Commissioner Waldron reported that the committee was trying to make sure that this would be a firehouse that allows for growth. Commissioner Keyser asked where the firehouse would be located. Commissioner Waldron reported that these plans are for the firehouse to be built where the current firehouse is. Commissioner Keyser noted that the Board would also need to know where the District would be going during construction, cost to demolish this building or the cost of buying a new property if the District would sell this location. Commissioner Waldron noted that the cost is

only going to go up over time. Deputy Administrator Hark Jr. reported that the committee is working on those numbers and has been meeting weekly. Commissioner DeSimone asked if the committee had looked at the Mt. Tabor firehouse since it was also on a corner lot. Commissioner Waldron reported that they had looked at it and decided that the layout would not meet the needs of our District.

Commissioner Keyser asked if there was any other Old Business. There was none.

NEW BUSINESS: None.

REMINDERS:

The next Regular Meeting of the Board of Fire Commissioners will be held on Thursday, November 2, 2023 at 7:00 P.M.

The Joint Fire Prevention Board Meeting will be held on Thursday, December 7, 2023 at the District 3 Fire House at 6:30 P.M.

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Commissioner Desimone read Resolution 23-10-19-119 authorizing a Special Election to ask the voters to approve or disapprove the Capital Purchase of an ambulance and/or 35 SCBA cylinders. Commissioner Cornine made a motion to introduce the resolution, seconded by Commissioner Waldron. All were in favor.

EXECUTIVE SESSION: Commissioner DeSimone read Resolution 23-10-19-120 to enter into executive session. Commissioner Cornine made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor.

The Board went into closed session at 7:54 p.m.

Personnel matters were discussed, and action will be taken.

The Board came out of closed session at 9:12 p.m.

RESOLUTIONS: Commissioner Desimone read Resolution 23-10-19-121 authorizing a COE for Full-time Fire Chief to Joseph M. Martin. Commissioner Dugan Jr. made a motion to introduce the resolution, seconded by Commissioner Cornine. Commissioners Cornine, DeSimone, Dugan Jr., and Waldron were in favor. Commissioner Keyser was opposed.

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

The meeting was adjourned at 9:16 p.m.

Respectfully submitted by

Mary Lou DeSimone, Secretary