

January 18, 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 January 18, 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., Gary Keyser, and Shawn Waldron were present. Commissioner Steven Cornine was absent.

Administrator Schultz, Deputy Administrator Hark Jr., Lt. Sulpy, FF Martin, EMT Bergman, and EMT Mauro were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the January 4, 2024 Regular Meeting were reviewed.

Amendments to the Previous Minutes: None.

Commissioner Waldron made a motion to approve the minutes from the January 4, 2024 Regular Meeting, seconded by Commissioner Dugan Jr. All were in favor. Commissioner Cornine was absent.

The minutes from the January 4, 2024 Special Meeting were reviewed.

Amendments to the Previous Minutes: None.

Commissioner Waldron made a motion to approve the minutes from the January 4, 2024 Special Meeting, seconded by Commissioner DeSimone. All were in favor. Commissioner Cornine was absent.

The minutes from the December 21, 2023 Executive Session were reviewed.

Amendments to Previous Minutes: None.

Commissioner Waldron made a motion to approve the minutes from the December 21, 2023 Executive Session, seconded by Commissioner DeSimone. All were in favor. Commissioner Cornine was absent.

REPORT OF THE TREASURER: Commissioner Waldron reported that a few more 2023 invoices came in but the District is still within the 2023 budget.

Commissioner Waldron reported that the District is operating on the temporary 2024 budget that the Board passed by resolution at the last meeting.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Asst. Chief Martin submitted his Bi-Monthly report along with the monthly Lieutenants and Officers reports on January 17, 2024. There were no questions on the report.

EMS: Nothing to report.

BUDGET: Commissioner Waldron reiterated that the District is operating on the temporary 2024 budget that the Board passed by resolution at the last meeting.

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

NEGOTIATIONS: Commissioner Keyser reported that Local 109 has the Contract and the Personnel Committee is waiting to hear back from them. Commissioner Keyser reported that FF DiGiacomo is the FMBA delegate and FF Yen is the VP.

LIAISON TO THE VOLUNTEERS: Nothing to report.

BUILDINGS AND GROUNDS: Nothing to report.

APPARATUS/EQUIPMENT AND MAINTENANCE: Commissioner Keyser reported that VFIS was notified about the District uses of Truck 33 and the memo on acceptable use of the Truck was sent to Asst. Chief Martin.

INSURANCE: Administrator Schultz reported that the new District Dental Policy with Oxford has been signed and there was no increase in premium.

BY-LAWS: Nothing to report.

WEBSITE: Commissioner Dugan Jr. reported that the website is up to date. Commissioner Keyser asked if all the information for the Special Meeting next week was up on the Special Website. Commissioner Dugan Jr. reported that all the information is out there.

PLANNING COMMITTEE: Commissioner Keyser reported that he attended the District 2 BFC meeting last week and there was a lot of conversation regarding the two Districts in closed session. Commissioner Keyser reported that both Districts have an election in February 2024 and some of the current commissioners may not be on the Boards after the election. Commissioner Keyser reported that discussions with District 2 are on hold until after the February 2024 elections.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Commissioner Keyser reported that he will invite Committeeman Cahill and the Township Mayor to the January 24, 2024 Special Meeting.

OLD BUSINESS: Commissioner Keyser reported that the District has received an \$18,105 check from VFIS for the Ambulance 32 repair and Lt. Belott will schedule the repair. Commissioner Keyser reported that Administrator Schultz is still working on who will cover the cost of a rental ambulance while our ambulance is out for repair.

Deputy Administrator Hark Jr. reported that Car 36 was delivered to the Township.

NEW BUSINESS: Commissioner Keyser asked if the phone has been removed from the front of the building because it does not work. Administrator Schultz reported that it is still there but has not worked for over 5 years. Commissioner Waldron asked if it would be better to repair the phone. Lt. Sulpy reported that it is an antiquated line and cannot be fixed. Administrator Schultz reported that the District could look into replacing it with an emergency cellular phone if budget allows. The Board agreed.

Administrator Schutz reported that the Assistance for Firefighters Grant is open for this year and asked if the District could research finding someone to write the grant for our District. Administrator Schultz reported that there are certainly things that the District could ask for and noted that the Board has successfully used Millennium for grant writing in the past. Administrator Schultz felt that if there is something that the District needs that is beyond our budget, a little bit of money spent on grant writing can go a long way. The Board asked Administrator Schultz to work with the Board Treasurer to make a list of things that the District may want to try to get.

REMINDERS:

The next Regular Meeting of the Board of Fire Commissioners will be held on Thursday, February 1, 2024 at 7:00 P.M.

A Special Meeting of the Board of Fire Commissioners will be held on January 24, 2024 at 6:30 P.M. at the Hanover Recreation Center to inform the residents of the District's intent to purchase an ambulance, an aerial apparatus, and a firehouse.

The Annual Election will be held on Saturday, February 17, 2024 from 2:00 P.M. until 9:00 P.M. Voters will be asked to elect three commissioners and additionally to approve or disapprove the 2024 Budget, a Cap Referendum, the purchase of an Ambulance and an Aerial Apparatus and the construction of a Fire Station.

The next Joint Fire Prevention Board Meeting will be determined.

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Commissioner Desimone read Resolution 24-01-18-06 to appoint Volunteer Spirko. Commissioner Waldron noted that Volunteer Spirko and another out of town volunteer are aware that the Board is in the process of updating the SOP regarding out-of-town volunteers. Commissioner Waldron made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor. Commissioner Cornine was absent.

Commissioner Desimone read Resolution 24-01-18-07 to offer a COE to Volunteer EMT Zattor. Commissioner Waldron made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor. Commissioner Cornine was absent.

EXECUTIVE SESSION: Commissioner DeSimone read Resolution 24-01-18-08 to enter into executive session. Commissioner Dugan Jr. made a motion to introduce the resolution, seconded by Commissioner Waldron. All were in favor. Commissioner Cornine was absent.

The Board went into closed session at 7:16 p.m.

Personnel matters were discussed, and action will be taken.

The Board came out of closed session at 7:27 p.m.

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

The meeting was adjourned at 7:30 p.m.

Respectfully submitted by

Mary Lou DeSimone, Secretary