

**The Monthly Meeting of the Board of Fire Commissioners
District #3, in the Township of Hanover,
County of Morris, Cedar Knolls, New Jersey
December 2, 2010**

The meeting was called to order at 7:00 PM on December 2, 2010 in accordance with the Open Public Meeting Act of 1975, Chapter 231.

Attendees: Commissioners Thomas Harrington, Gary Keyser, Joseph Martin, Paul Pilipie, Thomas Quirk

Chief Davidson was also present.

Peter DeNigris was present from the public.

The Board stood for the Pledge of Allegiance.

The first order of business was the approval of the minutes from the November 4, 2010 regular monthly meeting. **Commissioner Keyser made a motion to accept the minutes as submitted from the November 4, 2010 regular monthly meeting, seconded by Commissioner Quirk, all in favor.**

Next was the approval of the November 4, 2010 **Personnel** minutes. **Commissioner Keyser made a motion to accept the minutes as submitted from the November 4, 2010 minutes under Personnel, seconded by Commissioner Quirk, all in favor.**

The next order of business was the approval of the minutes from the November 18, 2010 monthly work session. **Commissioner Keyser made a motion to accept the minutes as submitted from the November 18, 2010 monthly work session, seconded by Commissioner Quirk, all in favor.**

This was followed by the approval of the **Personnel** minutes from the November 18, 2010 monthly work session. **Commissioner Keyser made a motion to accept the minutes as submitted from the November 18, 2010 minutes under Personnel, seconded by Commissioner Harrington, all in favor.**

Correspondence

Chairman Harrington indicated that he had received a letter from George Van Orden from the Hanover Board of Health thanking the department for use of the firehouse for the November 6, 2010 rabies clinic.

Committee Reports

Chairman Harrington asked for an update from Commissioners Keyser and Quirk who were appointed to look into the EMS billing issue. Commissioner Keyser reported that they had met with Revenue Guard. They did not formally meet with DM Medical Billing, Inc. because DM Medical Billing had previously submitted a proposal to the Board and had interaction with members of the Board several other times. Both Commissioners Keyser and Quirk very strongly recommended that the Board should go with Revenue Guard whom they found to be very professional. However, Commissioner Keyser said that the Board had never taken a formal vote to go to billing for EMS so that must be done before making a motion to go with any billing company. **Commissioner Keyser made a motion to go to billing for EMS starting in 2011, seconded by Commissioner Pilipie, all in favor. A roll call vote was taken with all Commissioners in favor.**

Chairman Harrington said that the Fire Prevention Ordinance was introduced by the Hanover Township Committeemen and was advertised in the newspaper. The second reading will be Thursday, December 9, 2010 and should be implemented January 1, 2011 for the fee schedule and for public input. Commissioner Keyser asked who would be going down to answer questions from the public on the ordinance and Chief Davidson said he would be there.

Chairman Harrington asked Commissioners Pilipie and Quirk, who were appointed to look into the feasibility of having one fire district, how that was going. Both Commissioners said that it would be a lot of work and time, but they wanted to make sure the Board really wanted to do this. The Board felt that it is something that needs to be done whether it gets approved now or somewhere down the road. Chairman Harrington indicated that the Board needs to look into whether there are grants for a study where the Board would not have to pay. Commissioner Quirk said that Harry Carter did a study for District #2. This Board will need to get copies of financial reports for the last couple of years for both districts. The Chairman had looked into it the previous year and he had given the Commissioners anything he had regarding numbers, taxes, ratables, etc. Commissioner Pilipie said that they would like to go to see someone in Mt. Laurel who had combined districts. Chief Davidson suggested seeing Ted Lowden in Evesham Township who has done a number of consolidation studies. The Commissioners will need to get information from District #2 and the Township, but they want to ask for it all at once instead of a little at a time. Commissioners Quirk and Pilipie just wanted confirmation that this is something the Board wants to do and the Chairman said it is. However, it is quite possible that it may not be feasible after it is looked into.

Chairman Harrington asked Chief Davidson what the next move is regarding the process with the state licensing for billing. The Chief said that he is going through all the documents and is looking at them now and hopeful that the Board will be in a position to bring in Revenue Guard and do the preliminary review of all the paperwork the Chief has done. They have to apply for the Medicare license also. Commissioner Keyser said that the contract should be looked at by the Board's attorney before signing it. Chief

Davidson, meanwhile, will be working on the paperwork for the license. When the contract is signed with Revenue Guard, Chief Davidson will give all the paperwork that he has completed to them so that they can go over it and, hopefully, apply for a license January 1, 2011 and should get the license by the beginning of February. Commissioner Quirk reminded the Chief that the representative from Revenue Guard said they had offered assistance with the process and the Chief should take him up on the offer. Anthony Bucco, Jr., the Board's attorney, will not be back in his office until December 6, but the Chief felt that the contract should be looked at and approved by the December 16th work session. Also, Chairman Harrington said he will send a letter explaining all of this to the Second Floor for their company meeting on the 13th of December.

Old Business

Chairman Harrington reported that he had sent a letter to District #2 to verify that they will be giving District #3 the \$35,000.00 towards EMS and will use their personnel up until billing is started. It still has to be brought up for approval at District #2's Commissioners' meeting, Monday, December 6, 2010.

Chief Davidson said the medical exams have been tentatively rescheduled for January 14 and 18, 2011. The Chief is just waiting for the resolution to be approved at this meeting and he will move forward with finalizing the details.

Chairman Harrington asked Chief Davidson if anyone on the Township Committee had been in touch with him regarding being part of the spec committee and he responded that he had not heard from anyone on this. Commissioner Quirk asked Peter DeNigris who was present from the public and on the Township Planning Board, but was not at the meeting in that capacity, and he indicated that there are a number of people that review the plans prior to coming to the planning Board and/or the Board of Adjustments. The Commissioner said the Fire Chiefs are not on the spec committee and he felt that the two Fire Chiefs should be part of this committee. The fire departments don't know about a company moving into a building until they are fully set up. The Chiefs just get the plans afterward. Mr. DeNigris said he would be happy to bring it up at the next Planning Board work session which is coming up.

The Chairman asked Chief Davidson about the camera proposal from Sonitrol which is offering an "end of the year" promotion and would be willing to give a discount which would bring the price down to \$3,262.00 from the original price of \$3837.00. The price would be approximately \$575./00 less. If the Board wants to put conduit around the wiring, then it would be another \$600.00. Chief Davidson felt that it was important to put more cameras in because of changes in personnel in 2011 and the problems associated with missing equipment and turn-out gear. There was discussion on where to put the cameras and whether they really need conduit since there will be plans for renovations in some areas of the firehouse in the future. Commissioner Quirk said he feels it is especially important to have cameras for the bays where EMS personnel come and go in the middle of the night. **Commissioner Keyser made a motion to accept the**

bid, excluding the \$600.00 for conduit, for a total of \$3,262.00, seconded by Commissioner Quirk, all in favor.

Commissioner Keyser said there will be no special meeting at 6:30 PM on December 16, 2010 regarding the new engine truck since the Board has to go before the local finance board first for approval. Since the Board did not do that, they will go before the local finance board in January 2011 and put a question on the ballot in February asking the taxpayers to spend up to \$500,000.00 for a new piece of apparatus. However, that means the Board cannot get the apparatus until 2012 and there is doubt whether the current engine will last until 2012. Commissioner Keyser said if they need a new engine before that, the Board can go through an emergency appropriation in which the Town would have to give the authority to do an emergency appropriation and then that will show in 2012's budget. The Chairman indicated that Engine 34 is currently having the steering column changed.

The Chairman reported that he had received a copy of the Township Committee's resolution designating Hanover Township Fire District #3 as the primary provider of emergency medical and basic life support services in Hanover Township.

New Business

Commissioner Pilipie read **Resolution 10-12-02-34 authorizing Access Health Systems, Inc. to oversee and administer required medical physicals, respiratory screenings, immunization programs and certain injury care to provide Professional Services to District #3. A motion was made by Commissioner Martin to accept the resolution, seconded by Commissioner Keyser, all in favor. A roll call vote was taken with all Commissioners voting in favor.**

Commissioner Pilipie read **Resolution 10-12-02-35 authorizing Revenue Guard, Inc. to provide third party billing of EMS Services provided by Fire District #3 and shall be paid on a fee for services as per the terms of their contract with the Board. A motion was made by Commissioner Keyser to accept the resolution, seconded by Commissioner Quirk, all in favor. A roll call vote was taken with all Commissioners voting in favor.**

Commissioner Pilipie read **Resolution 10-12-02-36 appointing volunteer members, specifically approving former Junior Member Nicholas Marino to Volunteer Member and Jamie Bergen and George O'Connor to Volunteer Members of the Fire District. A motion was made by Commissioner Martin to accept the resolution, seconded by Commissioner Quirk, all in favor. A roll call vote was taken with all Commissioners voting in favor.**

Commissioner Keyser said that he and the Chairman had been working on the 2011 budget since October and it was just completed. The Commissioner said that the introduction of the 2011 budget is within the 2% cap which was required by law. There will be a public hearing on January 12, 2011 at 7:00 PM and any amendments can be

made at that time and adopted. **Resolution 10-12-02-37** was read stating that the annual budget for Fire District #3 was approved and the anticipated revenues in the annual budget were of sufficient amount to meet all proposed expenditures designated to be considered on January 12, 2011. Total revenues of this budget to be raised by taxation will be \$1,049,639.00. The amount to be raised by taxation is \$881,705.00. Commissioner Keyser made a motion to accept the resolution to introduce the 2011 budget, seconded by Commissioner Quirk, all in favor. A roll call vote was taken with all Commissioners voting in favor.

Commissioner Keyser reported that there were two thermostats that had to be replaced (one in 33's bay and one in the Commissioners' Room) because they were giving false readings causing the areas to be overheated. Commissioner Quirk asked if something could be done to look into the exterior door at 33's bay. The door is not secure. It never latches and has to be pulled close. The Chief said he would have Robert look into it.

Treasurer's Report

Commissioner Keyser reported that checks # 4281-4313 were paid in the amount of \$71,848.18 for the month of November 2010. **Commissioner Martin made a motion to accept the Treasurer's Report as submitted, seconded by Commissioner Pilipie, all in favor.**

Commissioner Pilipie made a motion to go into closed session to discuss Personnel at 7:55 PM, seconded by Commissioner Harrington, all in favor.

The monthly meeting reopened at 8:20 PM. There was no other business to discuss. **A motion to adjourn was made at 8:21 PM by Commissioner Martin, seconded by Commissioner Pilipie, all in favor.**

Respectfully submitted by:

Paul Pilipie, Secretary