

The August 6, 2015 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 PM on August 6, 2015 in accordance with the Open Public Meeting Act of 1975, Chapter 31.

Attendees: Commissioners Robert Callas, Peter DeNigris, Michael Dugan, Maria Florio and Thomas Quirk

Also in attendance were Chief DiGiorgio and Administrator Schultz.

Commissioner Dugan suspended the regular meeting for the purpose of swearing in new EMS member Caitlin Cain. Chief DiGiorgio conducted the ceremony and congratulated Caitlin.

Public Participation: There was none.

Approval of Previous Minutes: Commissioner Florio had one suggested change in the wording regarding granting authority to Revenue Guard. After discussion, it was agreed that Revenue Guard was granted the authority to offer up to a 50% discount if the bill was paid within ten days. The minutes were amended to reflect the new wording. **A motion was made by Commissioner Florio, seconded by Commissioner DeNigris to accept the minutes as amended, all in favor.**

Treasurer's Report: Commissioner DeNigris gave an update on the collections. He suggested that the balance from May 2014 to May 2015 be written off as bad debt. There was discussion going forward to begin the process sooner instead of waiting so long for collection. It was agreed by the Board to write off the balance as bad debt and to formalize it in a resolution. **Commissioner Quirk made a motion, seconded by Commissioner Dugan to accept the Treasurer's Report, all in favor.**

Report of the Chief & Board Committees:

- **Chief's Report:** Chief DiGiorgio reviewed his written report and highlighted activities of the department over the past two weeks. He also

reported that our EMS license has been renewed. Fire Inspection completions are doing well. He complimented all the members who participated in assisting the Two Kids Foundation. Their efforts resulted in raising \$5,000.00 for the Foundation. He also commented on the status of all apparatus.

- **Building & Grounds:** Commissioner Quirk brought up the Christmas Tree lighting ceremony proposal and stated that he would like the Board to pursue this with or without the Fire Company. It is his hope that the Fire Company will want to collaborate. Someone will need to get estimates/advice on pruning the tree.

Commissioner Dugan gave an update on the roof project. Commissioner Florio recommended touching base via phone call as to why work is not being performed every day. Commissioner Dugan reported that the cupola needs further inspection. There is concern that there is some structural damage to it.

Labor Relations: Administrator Schultz indicated that he is still waiting to hear from the Attorney about the final completed document.

Old Business – There was no old business to discuss.

New Business – There was no new business.

Commissioner Florio made a motion at 7:45 PM seconded by Commissioner De Nigris to go into Executive Session, all in favor.

The Board decided to do resolutions before going into closed session.

Resolutions: Commissioner Callas read **Resolution 15-08-06-73 rescinding Resolution 05-07-16-72. A motion was made by Commissioner Dugan, seconded by Commissioner Florio to adopt the resolution, all in favor.**

Commissioner Callas read **Resolution-15-08-06-74 adopting the revised volunteer incentive program. A motion was made by Commissioner Quirk, seconded by Commissioner Florio to adopt the resolution, all in favor.**

Commissioner Callas read **Resolution 15-08-06-75 appointing volunteer member John Miksch. A motion was made by Commissioner Quirk, seconded by Commissioner DeNigris to adopt the resolution, all in favor.**

Commissioner Callas read **Resolution 15-08-06-76 authorizing the closing of the meeting pursuant to the Open Public Meetings Act. A motion was made by Commissioner Florio, seconded by Commissioner DeNigris, all in favor.**

The Board returned from Executive Session and re-opened the regular meeting. No action was taken as a result of the Executive Session. There was no further business to discuss. **A motion was made by Commissioner DeNigris, seconded by Commissioner Quirk to adjourn, all in favor.**

Respectfully submitted by:

Robert Callas, Secretary

The above minutes were approved by the Board of Fire Commissioners at a Board Meeting on August 20, 2015