

The August 20, 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 20, 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.

Public Participation: There was none.

Approval of Previous Minutes: Commissioner Florio made a motion, seconded by Commissioner Dugan to approve the amended minutes of the July 16, 2015 meeting and the August 6, 2015 meeting, all in favor.

At this point, Commissioner Dugan deviated from the usual agenda and resolutions were introduced.

Resolutions: Commissioner Callas read **Resolution 15-08-20-78** accepting the resignation of Firefighter Craig Vagell. **A motion was made by Commissioner Quirk, seconded by Commissioner DeNigris to accept the resolution, all in favor.**

Commissioner Callas read **Resolution 15-08-21-79** appointing volunteer member Ryan Okolita. **A motion was made by Commissioner Quirk, seconded by Commissioner Florio to adopt the resolution, all in favor.**

Commissioner Callas read **Resolution 15-08-22-80** appointing volunteer member Thomas A. Quirk III. **A motion was made by Commissioner Dugan, seconded by Commissioner Florio to adopt the resolution all in favor with Commissioner Quirk abstaining.**

At this time, Commissioner Dugan suspended the regular meeting to swear in new members. Chief DiGiorgio conducted the swearing in of John Miksch and Thomas A. Quirk III.

Treasurer's Report: Commissioner DeNigris reviewed the Treasurer's report and made note of the pluses and minuses and cautioned the Board that fiscal prudence will be necessary going forward. He noted that the EMS side of the ledger thus far is not self-sustaining, but felt that the budget will be in order at the end of the year. **A motion was made by Commissioner Quirk, seconded by Commissioner Callas to accept the Treasurer's Report, all in favor.**

Report of the Chief & Board Committees:

- **Chief's Report:** Chief DiGiorgio highlighted his written report which covered the Fire Division, EMS Division, Training, Fire Prevention and other assorted topics.
- **Building & Grounds:** Commissioner Dugan gave an update regarding the on-going project to repair the roof and gutters. He commented that some work be done on the cupola and made mention of some change orders, but also noted everything should be within the budget. It was his opinion that the project should finish on time at this juncture.

Chief DiGiorgio was able to get an estimate to prune the tree. The Board agreed to go forward with pruning the tree and it was the understanding that the Fire Company was going to split the cost. Assistant Chief O'Hare noted that December 5th would be the date for the Tree Lighting ceremony.

Apparatus & Maintenance: Chief DiGiorgio reported that Unit 30, a 1999 vehicle, is in need of repairs totaling \$6,762.00. There was discussion on how to proceed. It was decided to wait to hear the mechanic's final evaluation and put the minimum of dollars into making it safe for the remainder of the year.

Old Business: There was no old business to discuss.

New Business: Commissioner DeNigris reported that, in accordance with the Board's decision, \$106,809.80 will be written off as bad debt/uncollectable/non-collectable and no further action will be taken on these accounts. These dollars are from the EMS billing and date back to the beginning of the billing process in July of 2011 up until July of 2015.

Commissioner Callas read **Resolution 15-08-20-81** authorizing the closing of the meeting pursuant to the Open Public Meetings Act to discuss Personnel matters. **A motion was made by Commissioner Florio, seconded by Commissioner DeNigris to adopt the resolution, all in favor.** The Board went into Executive Session at 8:00 PM. The Board came out of Executive Session at 9:15 PM and re-opened the regular meeting. Commissioner Dugan stated that, as a result of the Executive Session, there were two additional resolutions.

Commissioner Callas read **Resolution 15-08-20-82** accepting the retirement of Mary Keyser and amending the retirement date from the Pension Board. **A motion was made by Commissioner Quirk, seconded by Commissioner Florio to adopt the resolution, all in favor.**

Commissioner Callas read **Resolution 15-08-20-83** authorizing the hiring of Karen Calabrese as District #3 bookkeeper. **A motion was made by Commissioner Florio, seconded by Commissioner DeNigris to adopt the resolution, all in favor.**

There was no other business to discuss and the meeting was adjourned.

Respectfully submitted by:

Robert Callas, Secretary

The above minutes were approved by the Board of Fire Commissioners at a Board Meeting on September 3, 2015.

