

## **August 17, 2017 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 7:38 p.m. on August 17, 2017 in accordance with the Public Meeting Act of 1975, Chapter 231.

**ATTENDANCE:** Commissioners Robert Callas, Peter DeNigris, Michael Dugan and Tom Quirk were present. Commissioner Florio was absent.

Chief DiGiorgio, Administrator Schultz, and Hanover Township Committeeman George Coppola were also in attendance.

**PUBLIC PARTICIPATION:** Hanover Township Committeeman George Coppola reported that the State of NJ is publishing a list of the number of tickets issued for distracted driving by town and that Hanover Township was number 15<sup>th</sup> on the list. Hanover Township Committeeman George Coppola noted that the State of NJ is highlighting this because distracted driving has become such a serious problem. Hanover Township Committeeman George Coppola also noted that there will be a crackdown on DWI from mid-August through mid-September.

Hanover Township Committeeman George Coppola reported that there was a meeting with the people who lease the property where the EconoLodge is located to discuss the need for them to provide private security for the premises due to the excessive number of police responses to the property. Commissioner DeNigris reported that the Hanover Township Committee is looking into having the area declared a redevelopment zone.

Hanover Township Committeeman George Coppola reported that ShopRite has now gotten approval to serve alcohol.

Hanover Township Committeeman George Coppola thanked the Board and Fire Co. for their assistance with parking cars at the charitable Auto Show held on August 6.

Hanover Township Committeeman George Coppola reported that the Morris County Preservation Group approved a grant of \$39,000 for the Landmark Commission.

Administrator Schultz noted that Hanover Township Committeeman George Coppola should be present for any discussions about the misalignment of the voting districts and the Township districts. Hanover Township Committeeman George Coppola reported that the voting machines will be changing with an added option of using an app to cast your vote. After discussion, it was noted that the voter would still have to be present on Election Day to sync the app with the voting machine.

The Board thanked Hanover Township Committeeman George Coppola for his report and he left the meeting.

**CORRESPONDENCE:** None.

**APPROVAL OF PREVIOUS MINUTES:**

**The minutes from the August 3, 2017 Regular Meeting were reviewed. Commissioner Callas made a motion to accept the minutes from the August 3, 2017 Regular Meeting. Commissioner Quirk seconded the motion. All were in favor. Commissioner Florio abstained.**

**REPORT OF THE TREASURER:** Commissioner DeNigris reported that issue with the DCRP funds that were not being transmitted to Prudential have been reconciled by employee and the District is now up to date with the DCRP payments.

Commissioner DeNigris reported that the problem with the health care billing has been rectified. The check for the health care premium will automatically be cut for the second Board meeting of each month instead of waiting for the invoice. This will allow ample time for the payment to be processed.

Commissioner Quirk made a motion to accept the Treasurer's Report, seconded by Commissioner Callas. All were in favor. Commissioner Florio was absent.

**Report of Fire Commissioner Board Committees and Chief of Department:**

**CHIEF'S REPORT:** Chief DiGiorgio distributed his Bi-Monthly Report prior to the meeting.

Chief DiGiorgio reported that he received a call from Deluxe International, the vendor for our new ambulance chassis. The chassis is currently at the VCI Auto Shop in Berlin, NJ. Chief DiGiorgio has a call into VCI to check the timeframe for work to begin on transferring the box.

Chief DiGiorgio reported that the ladder truck is out of service because of a ruptured hydraulic line. Fire and Safety has been notified and hopefully will be able to fix the rupture tomorrow.

Commissioner DeNigris asked for clarification on the workers compensation audit report recommendation that the Board identify medical providers to treat employee injuries. Chief DiGiorgio reported that as an employer we have the ability to tell an employee which providers they need to go to for work related injuries. Chief DiGiorgio indicated that the Board sends employees to the work/med part of Morristown Memorial. Travelers would like to avoid sending employees to the hospital for minor injuries and would prefer the Board choose a provider from their Preferred Provider Network.

**EMS:** Nothing to report.

**BUDGET:** Commissioner DeNigris reported that the July 31, 2017 budget reports had been distributed prior to the meeting. Commissioner DeNigris reported that as of July 31, the District has operated at a \$31,700 deficit. The District overtime budget for the year has been spent. The pension expense is over budget due to the back payments to DCRP.

Commissioner DeNigris recommended that the Board not pay hourly compensation for mandatory training classes but only the tuition and materials fee for each class. Chief DiGiorgio noted that the Resolution pertaining to salary adjustments would have to be revised to reflect this change. Chief DiGiorgio read the part of the Resolution pertaining to training classes and it stated that the Per Diem employee would not be paid for attending EMT or CPR training classes but would be paid to attend PHTLS, ITLS OR PEP training classes. Commissioner Dugan asked Administrator Schultz to touch base with Mr. Trimboli about the Board's ability to institute this type of policy.

**PERSONNEL:** Nothing to report.

**NEGOTIATIONS:** Commissioner Quirk reported that he and Commissioner Calls met with the FMBA on Monday night and they submitted a detailed proposal to them. Commissioner Quirk stated that this meeting fulfilled the Board's obligation to meet. Commissioner Quirk recommended that he and

Commissioner Callas read the proposal and meet to discuss it before reporting to the Board.

**LIAISON TO THE VOLUNTEERS:** Commissioner Dugan reported that the trackless Fire Truck for Hanover Township Day will cost \$750. The Fire Co., the Board and possibly District 2 are willing to split the cost provided that proper sponsorship signage is displayed. The District will be allowed to put a table up for our recruitment drive next to the ride. Commissioner Quirk asked about the possibility of handing out plastic fire helmets. Chief DiGiorgio stated that Lieutenant DeSimone has been working with Committee Chairman John Sheridan on what the handouts will be.

Commissioner Dugan reported that the Fire Co. would like to present Captain Lake with a plaque at the Dinner Dance.

Commissioner Dugan reported that he thanked the Fire Co. for their donation towards the sign and for their donation for the monitors and other electronic equipment for the Day Room.

Chief DiGiorgio reported that Danone, the parent company of Dannon Yogurt, will sponsor a youth soccer event for 31 countries at the Red Bulls Facility from September 19 through September 23. Chief DiGiorgio has made the membership aware of the event and more details distributed as they become available.

Commissioner Dugan reported that the New Jersey State Firemen's Convention is coming up and he asked for clarification on the Board's decision on the use of Car 30 by the Fire Co. The Board will allow the use of Car30 as long as it is not used to transport alcohol.

Commissioner Dugan reported that there is still no plan for the paver project in front of the Fire House.

### **BUILDINGS AND GROUNDS:**

**Roof Project:** Administrator Schultz reported that a second letter was sent to Bondex. In the first letter, the Board requested that Bondex walk away from the project allowing the Board to use the remaining money allocated to the project to pay another contractor to complete the remaining work. Bondex responded with

a letter stating that they had done everything they were supposed to do. The Board responded with another letter disputing Bondex's claim. The Board has not received a written response although during a conversation with Bondex they stated that they intended to walk away from the project. Mr. Braslow has indicated that the Board needs to obtain an agreement releasing the Board from any liability, indemnification of any liens, and stating that neither party will expect anything further from the other party. Administrator Schultz has contacted a contractor to give us an estimate on completing the work.

**Apron Project:** Administrator Schultz reported that he emailed Diamond about completing the work and they came to work on it the next day. Only a little grading and seeding remain to be done.

**Sign Project:** Administrator Shultz reported that he spoke to Diamond about providing the Board with a quote for the full installation of the sign. The quote received from GL Group for the installation of the sign was above the bid threshold. The Board will wait to see what the quote from Diamond comes in at before making a decision about using the services of a qualified purchasing agent.

### **2017 Building Improvements**

**Day Room Rehabilitation:** Commissioner Dugan reported that the room is almost done. We are waiting on the computers and table. Chief DiGiorgio reported that the computers have been ordered and should be in next week. Commissioner Dugan said that when this room is complete, the small room across the hall will be outfitted with new mailboxes and possibly another workstation.

Chief Digiorgio reported that the Bay Floor work group will start up upon completion of the Sign and Day Room Project.

**APPARATUS/EQUIPMENT AND MAINTENANCE:** Chief DiGiorgio reported no other maintenance issues besides the ladder truck hydraulics that was discussed earlier.

**INSURANCE:** Nothing to report.

**COMMUNICATIONS:** Nothing to report.

**BY-LAWS:** Nothing to report.

**WEBSITE:** Administrator Schultz reported that with the exception of the most recent resolutions, the website is up to date.

**PLANNING COMMITTEE:** Nothing to report.

**LIASON TO EXEMPTS:** Nothing to report.

**RECORDS RETENTION:** Chief DiGiorgio reported progress in identifying records for destruction.

**LIAISON TO HANOVER TOWNSHIP COMMITTEE:** Commissioner DeNigris reported that the Committee is trying to get the Whippany Village project started again.

Commissioner DeNigris reported that the brewery backed out of purchasing the Whippany firehouse and that now a coffee house is interested.

**OLD BUSINESS:** Administrator Schultz reported that he has received the appraisal on the handcart. The replacement value has been set at \$2,250.

Commissioner Dugan reported that an email was sent to Commissioner Florio regarding use of the second floor room. Administrator Schultz reported that the request had been withdrawn. Administrator Schultz will email the Fire Co. about the process to follow to request use of the second floor room and put the request form on the website.

Administrator Schultz will contact Mr. Braslow about having him attend one of the upcoming Board meetings to discuss the voting district alignment issue. Mr. Giorgio and Committeeman Coppola will also be invited to attend.

**NEW BUSINESS:** Administrator Schultz reported that he distributed copies of the monthly Fire District Newsletter. Administrator Schultz noted that included in the newsletter is an article about a new bill concerning regulatory compliance for post-retirement for volunteer firefighters. Administrator Schultz stated that the bill has been passed but not signed into law. He will contact Mr. Braslow to find out the impact this bill will have on the District

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, September 7, 2017 at 7:00 P.M.

The next scheduled meeting of the Joint Fire Prevention Board is Monday, September 7, 2017 at 6:30 P.M. at the Cedar Knolls Fire Station.

**PUBLIC PARTICIPATION:** None.

**RESOLUTIONS:** Commissioner Callas read Resolution 17-08-17-64 appointing Volunteer Member Timothy Kelly. Commissioner Dugan made a motion to introduce the resolution, seconded by Commissioner DeNigris. All were in favor. Commissioner Florio was absent.

Commissioner Callas read Resolution 17-08-17-65 appointing Volunteer Member Julia Cobleigh. Commissioner DeNigris made a motion to introduce the resolution, seconded by Commissioner Dugan. All were in favor. Commissioner Florio was absent.

Commissioner Callas read Resolution 17-08-17-66 accepting resignation of P/T EMT Brandon Sharp. Chief DiGiorgio noted that Mr. Sharp is resigning because he will be returning to college. Mr. Sharp will remain active as both a volunteer firefighter and volunteer EMT during college breaks. Commissioner Quirk made a motion to introduce the resolution, seconded by Commissioner Callas. All were in favor. Commissioner Florio was absent.

Commissioner Callas read Resolution 17-08-17-67 appointing Theodore Ujfalussy Jr. as probationary FF/EMT/Fire Inspector. Commissioner Quirk made a motion to introduce the resolution, seconded by Commissioner DeNigris. All were in favor. Commissioner Florio was absent.

**EXECUTIVE SESSION:** Commissioner Callas read Resolution 17-08-17-68 to enter into executive session. Commissioner Callas made a motion to introduce the resolution, seconded by Commissioner Dugan. All were in favor. Commissioner Florio was absent.

**The Board went into executive session at 9:08 p.m.**

Personnel matters were discussed. Action will be taken.

**The Board came out of executive session at 10:18 p.m.**

**PUBLIC PARTICIPATION:** None.

**ADJOURN: A motion was made by Commissioner Callas, seconded by Commissioner DeNigris, to adjourn the meeting. All were in favor. Commissioner Florio was absent.** The meeting was adjourned at 10:19 p.m.

Respectfully submitted by

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Robert Callas, Secretary