

March 17, 2022 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 March 17, 2022 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., Robert O'Hare, and Shawn Waldron were present. Commissioner Cornine was absent.

Chief DiGiorgio, Administrator Schultz, Fire Co. President James Hark Jr., Lt. Belott, FF Gilson, FF Colin, EMT Perrone, EMT Cobleigh, and Mr. Dugan Sr. were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the March 1, 2022 Reorganization Meeting were reviewed.

Amendments to Previous Minutes: None.

The minutes from the March 3, 2022 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner Waldron made a motion to approve the minutes from the March 1, 2022 Reorganization Meeting and the March 3, 2022 Regular Meeting.

Commissioner O'Hare seconded the motion. All were in favor. Commissioner Cornine was absent.

REPORT OF THE TREASURER:

Commissioner Waldron reported that all bills have been paid and the District is operating within budget. Commissioner Waldron reported that he is concerned about the attorney bills and multiple people contacting multiple attorneys, sometimes regarding the same situation. Commissioner Waldron reported that there is a history of the Board going over the Legal Expense budget every year.

Commissioner Waldron felt there was a need for Board to put a rule in place that one Board member can authorize someone to call the attorneys. Commissioner Waldron felt that having someone oversee the use of attorneys would help with the redundancy of multiple people calling the attorney on the same situation. Commissioner DeSimone reported that it was her understanding that only Administrator Schultz and one commissioner were authorized to call the attorneys. Administrator Schultz reported that usually himself, whichever Board member was on the committee, such as Negotiations Committee or Personnel Committee, and Chief DiGiorgio were allowed to call the attorney but should funnel through the Board Chairperson. It was agreed that Commissioner DeSimone would authorize all calls to the attorneys and oversee the legal expense budget with the help of the bookkeeper.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Chief DiGiorgio distributed his Bi-Monthly report on March 11, 2022. Chief DiGiorgio had no additions to his report.

Commissioner O'Hare asked Chief DiGiorgio to elaborate on the grants for rehabilitating firehouses that is mentioned in his report. Chief DiGiorgio reported that this is something that has been pending for a while because he originally thought that the bill for the grant money was going to be passed in the near future when in fact the bill is still in committee. Chief DiGiorgio felt that the bill would take about a year to be passed. Chief DiGiorgio reported that the District has discussed these grants with Millennium and they said that the same thing about the timing of the bill's passage.

Commissioner DeSimone asked if anyone had any other questions for Chief DiGiorgio. There were no questions.

EMS: Commissioner O'Hare asked Chief DiGiorgio if the District had 3 ambulances running now. Chief DiGiorgio reported that Ambulance 39 is still out to finalize some steering issues but should be back soon. Chief DiGiorgio reported that Lt. Belott showed him a rotation schedule that will be used when all 3 ambulances are back in service.

BUDGET: Commissioner Waldron reported that the only thing concerning Budget that he wishes to discuss will come during Chief DiGiorgio's presentation under Old Business.

PERSONNEL: Nothing to report.

NEGOTIATIONS: Nothing to report.

LIAISON TO THE VOLUNTEERS: Commissioner Dugan Jr. reported that the meeting on Monday, March 14 was postponed. Commissioner Waldron asked Administrator Schultz if he had the updated Committees List because some of the Commissioners named on the agenda do not conform with the Committee List. Administrator Schultz confirmed that he had the updated list but had not received it prior to making the agenda for tonight's meeting.

BUILDINGS AND GROUNDS: Commissioner O'Hare reported that the parking lot across the street has had the sink hole repaired. Commissioner Waldron reported that the day the repair was being made the District received a letter from the leasing company requesting that the repair be made. Commissioner Waldron reported that the leasing company has been notified that the repair has been made and were asked to have the Postmaster make sure the repair was satisfactory for them.

Commissioner O'Hare asked Administrator Schultz if the District was going to extend the landscaping contract from last year. Administrator Schultz reported that every year that the District has sent out requests for quotes to multiple vendors they have only received one reply back, so he felt that the consensus was that the contract just be extended. Administrator Schultz reported that he would check to see if last year the costs met the threshold for going out to bid and would send out requests to multiple vendors if it did.

APPARATUS/EQUIPMENT AND MAINTENANCE: Commissioner Dugan Jr. reported that other than the Ambulance 39 repair that was already discussed he had nothing else to report.

INSURANCE: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Commissioner Dugan Jr. reported that the website was up to date and that he has some links that he would like Administrator Schultz to post under Helpful Links.

Administrator Schultz distributed updated copies of the Committee List. Chief DiGiorgio questioned why there was only one Board member on the Insurance Committee. Commissioner DeSimone reported that she split the Committee appointments evenly between the Board members and she felt that the Insurance Committee could be handled by one person.

PLANNING COMMITTEE: Commissioner O'Hare noted that a member of the Fire Co. needed to be added to the Planning Committee on the list. Administrator Schultz reported that there is a distinction between the Planning Committee for the District and the Consolidation Planning Committee. Administrator Schultz noted that the 2 outside individuals were listed on the Committee List because they are reporting in to the Planning Committees about projects they are overseeing. Administrator Schultz noted that Chief DiGiorgio, himself, and Fire Co. President Hark Jr. have historically not been listed on the Planning Committee for the District because they are not Board members.

Administrator Schultz reported that the District Planning Committee has been talking about starting to meet again. Administrator Schultz reported that the District was told by Millennium that the bill for firehouse refurbishment grant money is going to be for shovel ready projects and having all the plans together would make the District a good candidate to receive grant money.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Commissioner O'Hare reported that the District is still waiting on the for State approval to destroy some records.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Nothing to report.

OLD BUSINESS: Commissioner DeSimone asked for the status of the Workplace Training. Chief DiGiorgio reported that he is waiting for the link to the sample video presentation to be sent so that he and the Board can approve. Chief DiGiorgio felt that he wanted to ensure that the training video was not 2 ½ hours long and felt that a 1-hour presentation would suffice for our organization.

Commissioner DeSimone asked how much progress had been made by Commissioners O'Hare and Waldron on formulating Board responses from the survey. Commissioner Waldron reported that he volunteered to take the project on because he felt it was not being handled in a timely manner even though he was not on the Board at the time of the survey. Commissioner Waldron reported that 2 weeks have passed and he has not received the audio that he needs to do the project so he is removing himself and will have nothing more to do with it. The bookkeeper stated that she emailed the recording to Commissioner Cornine. Commissioner O'Hare reported that he will follow up with Commissioner Cornine about the audio and whether he was able to redact the executive session portion of it. Commissioner O'Hare reported that based on his written notes from the survey results discussion, a lot of the things in the survey have been addressed. Commissioner Waldron asked if the comments have been forwarded to Chief DiGiorgio so he could get them out to the members. Commissioner O'Hare asked for clarification on what comments. Commissioner Waldron reported that the Board's comments during the discussion of the survey results were to be compiled and sent to Chief DiGiorgio so he could get them out to the membership. Commissioner O'Hare reported that the comments had not been given to Chief DiGiorgio. Commissioner DeSimone asked that the responses be written up and forwarded to Chief DiGiorgio by the end of next week. The bookkeeper will send the recording to Commissioner O'Hare.

Commissioner DeSimone asked for a status on the updates to some of the job descriptions. Chief DiGiorgio reported that he will put together the current District firefighter job description alongside the template that Commissioner DeSimone gave him and send it out to the Board to review. Chief DiGiorgio noted that the Board will need to pass a resolution if they choose to change the firefighter job description. Commissioner DeSimone noted that the current firefighter job description is over 10 years old. Commissioner DeSimone reported that the career lieutenant job description is 10 years old and shows no indication that it has been reviewed or updated and she can't believe this is still a current job description. Chief DiGiorgio reported that the career lieutenant job description was reviewed within the last week or so by himself and Administrator Schultz. Chief DiGiorgio reported that the Board writes job descriptions and passes resolutions for approving job descriptions. Chief DiGiorgio reported that the Chief has always looked over the job descriptions that the Board writes.

Commissioner DeSimone did not feel that the job descriptions need to be rewritten but should be reviewed every 2 years or when someone vacates a position. Commissioner DeSimone noted that the date of each review should be noted on the job description. Chief DiGiorgio felt that the job descriptions should be reviewed by the Board as well as himself. Commissioner DeSimone agreed but noted that the Chief would know specifically what the duties for each position are. Chief DiGiorgio asked if all 14-15 job descriptions need to be reviewed. Commissioner DeSimone reported that there were some job descriptions that were very old and should be reviewed. Commissioner DeSimone noted that this particular one should be reviewed given the next topic under old business.

Commissioner Waldron felt that someone should go through Power DMS and review the General Orders to get rid of the ones that are no longer needed, remove redundancies, and eliminate contradictions. Chief DiGiorgio reported that the General Orders remain in Power DMS even if they are rescinded so that the numerical order can be maintained. Anything that is rescinded has a note that it has been rescinded. Chief DiGiorgio noted that if the order is archived, the remainder of the orders are not in numerical order. Chief DiGiorgio agreed that some housekeeping was needed. Commissioner DeSimone asked if there was a system setting in Power DMS that could be set so that every 2 years a document comes up to be reviewed. Chief DiGiorgio did not think Power DMS had this feature. Commissioner Waldron felt that the Board should check with Captain White, because he does this now, and see if this feature is available. Chief DiGiorgio noted that the police use the system to primarily keep track of the Attorney General guidelines and when they are updated the vendor sends the update out to the customers reminding them to update the guideline.

Commissioner Waldron thanked the Board for the arrangement that they sent after the passing of his mother-in-law.

Commissioner Waldron asked if the 200 Club tickets had been ordered. Commissioner O'Hare asked if the Board could buy an entire table. Commissioner Waldron reported that District 2 bought an entire table but did not know the cost or how many seats are at a table. Administrator Schultz reported that the cost is \$95 a ticket with 10 seats at a table and he will need a list of the 10 individuals who will be attending. Commissioner O'Hare noted that the date of the Board meeting that week has been changed to Wednesday and asked if the public

needed to be notified. Administrator Schultz reported that the change was included with the published notice of the annual meeting dates list.

Commissioner Waldron asked for clarification that the terms and agreement for employment for the non-contractual employees had already been codified by the Board. Commissioner DeSimone confirmed that it had. Commissioner Waldron asked when the salary guide would be approved. Administrator Schultz reported that he has not put the salary guide together yet. Commissioner DeSimone remembered discussing that something be put in place to ensure that the rates of pay remain competitive since the minimum wage was increasing. Commissioner Waldron reported that he will abstain from the salary guide discussion but reminded the Board that it was an outstanding item that needs to be addressed. Commissioner Waldron noted that the Board agreed that the pay rates would be retroactive to January 1.

Commissioner Waldron reported that there were some scheduling questions brought up at the last meeting which himself, Commissioner O'Hare, Chief DiGiorgio, Administrator Schultz, and Lt. Belott met to discuss yesterday. Commissioner Waldron reported that Lt. Belott, as the scheduling officer, has a better understanding of what the Board expects. Commissioner Waldron reported that some places in the terms and conditions of employment that were misunderstood or questioned have been clarified.

Commissioner Waldron reported that he has another item to discuss that directly concerns him and his position on the Board and asked if the Board wanted to discuss it in open or closed session. Commissioner Waldron reported that he has an opinion from the Board attorney stating that he must quit one job or the other and he has an opinion from his attorney that says that is not true. Commissioner Waldron reported that his attorney says he can just recuse himself from anything having to do with the par-time EMT position. Commissioner Waldron reported that Chief DiGiorgio has refused his request for a leave of absence based on the opinion from the attorney, who gives no case law supporting his opinion. Commissioner Waldron reported that based on his discussion with Chief DiGiorgio yesterday, the Chief would grant the leave request if the Board wants to go against the attorney's opinion. Commissioner Waldron asked if the Board wanted to discuss this now and offered to leave the room. Commissioners DeSimone and O'Hare felt it should be discussed in Executive Session.

Chief DiGiorgio reported that Mr. Trimboli still has not provided the District with his opinion of the Professional Standards document prepared by Asst. Chief Martin. Commissioner DeSimone reported that Mr. Trimboli had indicated that it was a detailed document and would take some time to review, but agreed that a status update was needed. Administrator Schultz reported that he would email Mr. Trimboli for the status this evening.

Chief DiGiorgio reported that Commissioner Waldron had asked about the vacant Lieutenant position and other positions, and what the plan was to fill them at the last meeting. Chief DiGiorgio reported that back in the Fall when the 2022 budget was being prepared the discussion was to refill some of the positions after the budget was passed. Chief DiGiorgio reported that now that the budget has passed, he met with Administrator Schultz to discuss filling the positions. Chief DiGiorgio reported that he sent the following memo to the Board.

To: Commissioner DeSimone, O'Hare, Dugan Jr., Cornine, Waldron

Cc: Administrator Schultz

From: Chief Chad DiGiorgio

Date: March 17, 2022

Re: Promotion to Lieutenant to fill vacant position

Please allow this memo to serve as my formal request to the Board to fill the vacant Lieutenant's position effective July 1, 2022 as previously addressed during the budget meetings in the fall of 2021.

My request is as follows:

- Administrator Schultz has provided financial documents outlining the budgeted cost for the position;
- A DRAFT job announcement has been prepared, consistent with the announcement approved with the last Lieutenants promotion (See attached);
- The job description approved by the Board on April 19, 2012 has been reviewed for consistency (See attached);
- The Career staff responsibilities document updated on August 25, 2021, has been reviewed and the assignments will be evenly divided and redistributed upon the appointment of the third Lieutenant (See attached);
- The appointment of the third Lieutenant will assume the role as "Shift Officer" and will also be assigned as the EMS Coordinator/Officer, as previously outlined in a DRAFT SOG created in 2021 (See attached);
- I recommend a 30-day announcement period for the position;
- I recommend each candidate provide proper documentation, including a cover letter of intent, resume and certifications for the position, as outlined in the announcement;
- I recommend the candidates be interviewed by invited and seated Chiefs of Departments, as previously conducted, for an exterior assessment;
- I recommend each candidate be interviewed by the following as an internal interview by the following: a member(s) of the Board, the two (2) current Lieutenants, myself and AC Martin;
- Each candidate shall prepare and discuss a written document/plan on how they will fill the role as Lieutenant with the assignment of EMS Coordinator/Officer;
- I would anticipate concluding this interview process and having a final selection to the Board no later than May 30th, 2022

Thank you for your consideration. Any questions, please feel free to contact me.

Chief DiGiorgio asked for the Board's approval to move forward on filling the vacant lieutenant position. Commissioner Waldron asked for clarification that Chief DiGiorgio hoped to finish the process by May 30th and give the Board 2 meetings to make it happen so that the appointment can be made July 1. Chief DiGiorgio confirmed that this was correct. Commissioner DeSimone asked if the draft EMS Coordinator job description is in lieu of having a Training Officer. Chief DiGiorgio reported that the EMS component of training would be responsibility of the lieutenant but not overall training. Commissioner Waldron clarified that it

would be the same as Lt. Belott overseeing the fire training being done by FF Ujfalussy. Commissioner DeSimone asked why the minimum requirements for the lieutenant position is FF 1 certification when the minimum requirement for the last FF/EMT position was FF2 certification. Chief DiGiorgio thanked Commissioner Desimone for the catch and reported that the requirement would be changed to FF 2 certification. Commissioner DeSimone reported that the training responsibilities states that any lieutenant promoted after 12/31/2012 shall have a NJ Division of Fire & Safety Level 1 Fire Instructor Certification as well as Division of Fire & Safety Drill Ground Instructor Certification. Commissioner DeSimone asked of the current officers have those certifications. Chief DiGiorgio confirmed that the current officers have those certifications. Commissioner DeSimone reported that an officer's position is very important and Chief DiGiorgio's memo stats that the candidates will be going through an interview process. Commissioner DeSimone asked what some of the categories that would be covered in the interview process as a lieutenant's role and asked if besides their skill sets would the interview panel be looking at their emotional competencies, their interactions with their peers, and how they would handle moving from the same level as some of their peers to overseeing some of their peers. Commissioner Waldron reported that he knew from personal experience that it is a difficult transition. Commissioner Waldron felt that the people from outside the organization on the interview panel may not know if the candidate is telling the truth but that the people from within the organization on the interview panel would be able to tell because they know the candidates. Commissioner Waldron felt that the interview panel would have a difficult time knowing from an interview whether the candidate would be successful at transitioning from being someone's best buddy to their supervisor. Commissioner DeSimone clarified that she does not want the decision to be made based on a score from a written exam. Commissioner Waldron noted that there is no written exam component to this hiring process, it is all oral. Commissioner DeSimone asked for clarification that the job was going to be posted internally only. Chief DiGiorgio confirmed that the job was only being posted internally. Commissioner Waldron reported that the previous Board had budgeted for a Captain for half the year and that with the current plan, which will become apparent later in the year, there should be a cost savings this year. Commissioner Waldron noted that in subsequent years the cost will increase in this area of the budget. Commissioner Waldron reported that

filling the vacant lieutenant position will get the District back to a proper chain of command and a proper structure with supervision. Commissioner Waldron reported that by not hiring a Captain, the money is available to fill the lieutenant position. Commissioner DeSimone reported that she is concerned about adding another officer given that District 2 and 3 are in the middle of consolidation discussions and wondered what would happen if the consolidation takes place. Commissioner Waldron reported that he discussed this with former Chief Davidson, the overseer of the consolidation committees, and he felt that the District should not be worried about filling a vacant position. Commissioner Waldron asked if the Board had any other questions about filling the vacant lieutenant position. There were no other questions. Commissioner Waldron made a motion to give Chief DiGiorgio approval to move forward with the hiring process, seconded by Commissioner O'Hare. All were in favor. Commissioner Cornine was absent.

NEW BUSINESS: Commissioner Waldron reported that the District budgeted \$20,000 for Pay per Call this year and noted that volunteerism in the department is way down. Commissioner Waldron noted that a couple of meetings ago it was suggested that if the training drills were held offsite, the members will come out. Commissioner Waldron reported that he went to 2 offsite drills within 7 days of each other and that at one drill 2 volunteers showed up and they were both officers. Commissioner Waldron reported that only a few volunteers are coming out. Commissioner Waldron reported that last year's Pay per Call was \$40 plus per call and he felt that it was a ridiculously high figure. Commissioner Waldron noted that he benefited from it but felt that it was not fiscally responsible. Commissioner Waldron felt that the Board needs to set a maximum per call figure. Commissioner Waldron felt that if enough volunteers come out that the per call rate comes out to \$18 - \$25 per call, that is great but felt that if volunteers only come out on 300 calls they should not be getting \$70 per call. Commissioner Waldron reported that 75% – 80% of the time the volunteer will come to the firehouse and not make it out of the firehouse before the call is cancelled or will come down and not have another driver so they can't leave the building. Commissioner Waldron reported that this means that most of the time the volunteer will drive here, sign a yellow sheet, go home, and get \$44 for 15 minutes of work. Commissioner Waldron reported that he would like to set a maximum and based on discussion he had with others, the consensus is that \$25

per call is a good figure. Commissioner DeSimone felt that the enhanced rate of pay during COVID was different but that in this instance bringing the figure down is the right thing to do. Commissioner Waldron noted that a while back the Board used to invite members to an appreciation dinner and that later the money for the dinner was put in Pay per Call when the dinners ended. Commissioner Waldron reiterated that just because the money was budgeted for does not mean that it all needs to be spent. Mr. Dugan Sr. felt that if the District is trying to get more volunteers to come out, they should not punish the ones who do come out by lowering their Pay per Call. Commissioner Waldron felt that those volunteers that do come out will come out if the district pays them nothing. Mr. Dugan Sr. agreed but felt the district should at least appreciate them. Mr. Dugan Sr. thought that when a volunteer does come down and signs a yellow sheet, they are supposed to wait at the firehouse until the call clears in case they are needed. Mr. Dugan Sr. felt that as far as volunteers not being able to get to the scene, the cause is that no drivers are coming down. Mr. Dugan Sr. noted that the paid crew on duty is leaving quickly, as they should, and the non-driver volunteers show up and no way to get to the scene. Mr. Dugan Sr. felt that this was very discouraging to the volunteers. Commissioner Waldron felt that \$25 per call would still be appreciated by those volunteers who answer calls. Commissioner Waldron reported that he thought Whippany gave out gas cards for calls. Chief DiGiorgio reported that the gas cards were for coming to the station 4 times a month to do apparatus and rig checks. Chief DiGiorgio reported that Whippany volunteers receive a clothing allowance for making percentage and noted that in Cedar Knolls you need to make 20 calls to qualify for Pay per Call but in Whippany the volunteers need to make 45 calls to qualify for clothing allowance. Commissioner Waldron noted that this District is pretty lenient on the qualification figure but did not feel that the 5 volunteers that consistently come out on calls should split \$20,000. Chief DiGiorgio reported that the Pay per Call program has actually been changed to Volunteer Incentive Program and includes stipends for officers which reduces the \$20,000 pot. Chief DiGiorgio noted that the VIP program was put in place by resolution so the Board would have to rescind that resolution and approve a new resolution capping the per call rate at \$25 if the Board decides to make this change. Chief DiGiorgio noted that the Board could choose to either cap VIP at \$2,500 per member or \$25 per call. Commissioner Waldron noted that this is not something that has to be done tonight. Chief DiGiorgio reported that

he will share the VIP program guidelines and the resolution approving it with the Board.

REMINDERS:

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, April 7, 2022 at 7:00 P.M at the firehouse.

The Joint Fire Prevention Board Meeting will be held on Monday, June 2, 2022 at the Cedar Knolls Fire House at 6:30 P.M.

PUBLIC PARTICIPATION: Mr. Dugan Sr. felt that the Board should definitely push forward with plans on how to refurbish the firehouse so that when the grant money becomes available the Board is ready to apply for the grant. Mr. Dugan Sr. reported that the structural engineer report should be ready by the end of March. Mr. Dugan Sr. felt that Board should let Millennium know that the District plans to apply for the grant and ask if there is any prep work that can be done now. Commissioner O'Hare reported that Millennium knows that the Board is interested because they were the ones who told us about the grant. Commissioner O'Hare reported that the Planning Committee needs to tell the Board what projects the grant money will be used for and the Board can then work with Millennium to prepare the grant application. Mr. Dugan Sr. recommended using the engineer report from years ago if the grant money becomes available sooner than expected and then the plans can be updated when the new engineer report comes out. Chief DiGiorgio reported that Millennium is willing to meet with the Planning Committee if they want to.

Mr. Dugan Sr. noted that the Board could just look at the attorney bills over the past few months to see if he has worked on reviewing the Professional Standards document because he monthly bill should itemize what he has worked on that month.

Mr. Dugan Sr. noted that if the survey results and comments from the Board had been published in the meeting minutes, Commissioner Waldron would not have needed to get the recording in order to respond to Chief DiGiorgio's request for the Board responses so he could send the responses out. Mr. Dugan Sr. felt that this does not promote transparency and also felt that the Pay per Call should not be reduced.

EMT Perrone asked for the status of the pay raise that the Part-time and Per Diem EMTs were promised after the budget passed. Administrator Schultz reported that once the budget was voted on and any impact for the 2022 budget was known the Board would come to a firm agreement on the salary guide for Part-time and Per Diem EMTs. Administrator Schultz reported that the budget was passed and Administrator Schultz asked the Board to give him until the April 7 meeting to write the resolution to amend the Part-time and Per Diem EMTs salaries. Administrator Schultz reported that everyone will be paid retroactive to January 1. Administrator Schultz reported that the resolution will be ready for the April 7 meeting and the next pay after that will include the retroactive pay.

RESOLUTIONS:

Commissioner Dugan Jr. read Resolution 22-03-17-29 appointing EMT Kuzemczak to P/T EMT. Commissioner O'Hare made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor. Commissioner Waldron abstained. Commissioner Cornine was absent.

Commissioner Dugan Jr. read Resolution 22-03-17-30 accepting the resignation of EMT A. Dugan. Commissioner Waldron made a motion to introduce the resolution, seconded by Commissioner O'Hare. All were in favor. Commissioner Dugan Jr. abstained. Commissioner Cornine was absent.

EXECUTIVE SESSION: Commissioner DeSimone read Resolution 22-03-17-31 to enter into executive session. Commissioner O'Hare made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor. Commissioner Waldron abstained. Commissioner Cornine was absent. The Board went into closed session at 8:22 p.m. Commissioner Waldron stepped out of Executive Session and came back at 8:46 p.m.

Personnel matters were discussed, and action will be taken. Legal matters were discussed.

The Board came out of closed session at 9:15 p.m.

RESOLUTIONS:

Commissioner Dugan Jr. read Resolution 22-03-17-32 authorizing Personnel Agreement. Commissioner O'Hare made a motion to introduce the resolution,

seconded by Commissioner DeSimone. All were in favor. Commissioner Waldron abstained. Commissioner Cornine was absent.

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

The meeting was adjourned at 9:16 p.m.

Respectfully submitted by

Steven Cornine, Secretary