

February 2, 2023 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 February 2, 2023 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 Steven Cornine, Mary Lou DeSimone, Michael Dugan Jr., Robert O'Hare, and Shawn Waldron were present.

Asst. Fire Chief Martin, Administrator Schultz, Lt. Belott, Lt. McGuinness, Hanover Township Committeeman Cahill, Cpt. Costello, Former Chief Davidson, Fire Co. Member Keyser, Mr. Frank DeSimone and Mr. Dugan Sr. were also in attendance.

DEPART FROM AGENDA: The Board departed from the agenda to swear in the new Fire Official. Commissioner Cornine administered the oath of office to Lt. McGuinness for his new duty as Fire Official.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: None.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the January 19, 2023 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner Dugan Jr. made a motion to approve the minutes from the January 19, 2023 Regular Meeting. Commissioner Cornine seconded the motion. All were in favor.

REPORT OF THE TREASURER:

Commissioner Waldron reported that the District was doing good so far.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Asst. Chief Martin indicated that there are a couple of things that he would like to discuss in closed session.

Asst. Chief Martin reported that the District is 100% compliant with Fit Testing for the year. Asst. Chief Martin reported that he met with FF Ujfalussy and there are several areas where members are deficient in their mandatories for 2023. Asst. Chief Martin noted that a due date was not set by the previous Chief and reported that he will make the due date for completion February 28, 2023. Asst. Chief Martin reported that he has appointed Lt. Belott to oversee FF Ujfalussy regarding Training since Lt. Belott has the authority to tell staff that they need to complete training by a certain date. Asst. Chief Martin reported that he will meet with Lt. Belott and FF Ujfalussy to discuss rolling out the new process. Asst. Chief Martin reported that the Board has to discuss what the consequences of not completing the training by the due date will be.

Asst. Chief Martin reported that the District has responded to a couple of major accidents recently with a double tractor trailer accident and an entrapment this afternoon.

Asst. Chief Martin reported that he will have the Officer's reports for the Board for the next meeting. Cpt. Costello reported that Fire Crew B responded to 5 Crew calls in January, 2 on Tuesday nights and 3 on Sundays. Cpt. Costello reported that he responded to 13 calls in January, FF Davidson responded to 3 calls, FF Dugan responded to 3 calls, and FF Gallagher responded to 2 calls. Cpt. Costello reported that the crew is working on completing the training. Asst. Chief Martin thanked Cpt. Costello and his crew for their work on a car fire on Sunday night. Asst. Chief Martin reported that the crew today with the entrapment did unbelievable work today also. Commissioner Dugan asked if anyone figured out why the metal saw was not working. Asst. Chief Martin reported that Lt. Belott was looking into it and thinks it may be the carburetor. Asst. Chief Martin noted that the District has been having problems with our small engines contractor and he has found a contractor who will come to the firehouse to maintain the small engines. Asst. Chief Martin reported that he will get prices and meet with Lt. Belott to discuss.

Mr. Keyser asked how a member would get credit for training conducted elsewhere. Asst. Chief Martin reported that the member would need to provide a copy of either the sign in roster or the certificate of completion for the training to FF Ujfalussy.

EMS: Commissioner O'Hare asked for the status of following up with Coronis Health about deficiencies in the billing process. Administrator Schultz reported

that the District is waiting on one last report from Coronis and that Lt. Sulpy and Mr. Hark Jr. have been working on this. Administrator Schultz reported that the District should schedule a meeting with Coronis to discuss billing deficiencies that were identified. Administrator Schultz reported that he has also contacted the Board's accountant to discuss whether they would approve using a Better Business Bureau rated collections agency. Administrator Schultz reported that he, Lt. Sulpy and Mr. Hark Jr. are also adjusting the EMS fee schedule to be more consistent with other EMS departments in the area and should be able to present the schedule to the Board at the next meeting.

BUDGET: Commissioner Waldron reported that everything is in place for the February 18th 2023 Budget vote.

PERSONNEL: Commissioner DeSimone reported that the Board is going to go into executive session.

Commissioner Waldron reported that Lt. McGuinness is the new District Fire Official. Commissioner Waldron reported that as was announced at the Fire Co. Asst. Chief Martin is assuming command as Chief of Department for any Chief needs.

NEGOTIATIONS: Nothing to report.

LIAISON TO THE VOLUNTEERS: Commissioner Waldron reported that other than the Fire. Co. being informed that Asst. Chief Martin is assuming command there is nothing else to report.

BUILDINGS AND GROUNDS: Commissioner Waldron reported that everything was good for the moment. Lt. Belott reported that he is still waiting to get a date to install the new bay door panel.

APPARATUS/EQUIPMENT AND MAINTENANCE: Lt. Belott reported that Ambulance 38 is back in service and an issue on the ladder truck was taken care of. Lt. Belott reported that there is a pending issue with Engine 34's foam cell. Commissioner Waldron asked about the Engine 34 light tower and the door alarm that keeps going off. Lt. Belott reported that he knows what needs to be done to fix the light tower but that it was tabled because of the high cost involved. Lt. Belott reported that the light tower needs to be removed and freight shipped to Ohio for repair. Asst. Chief Martin asked if it was worth fixing the light tower if it is cost prohibitive. Commissioner O'Hare reported that he spoke to former Chief DiGiorgio about this and discussed alternate lighting solutions. Commissioner

Waldron agreed that the District should look into alternate lighting and getting the door alarm fixed. The Board discussed various options and decided to investigate the cost of repair vs replacement. Commissioner Waldron asked Asst. Chief Martin, Administrator Schultz, and Lt. Belott to present Commissioner Cornine with the cost figures and he can decide which way to proceed so it will not be another month before a decision is made. The Board agreed.

INSURANCE: Commissioner O'Hare asked if Administrator Schultz had received a response from the GIF regarding our inquiries. Administrator Schultz reported that he has not received a response from the GIF.

Administrator Schultz reported that healthcare renewals are coming up and Mr. Siino felt that the rates would go up about 9%.

Commissioner O'Hare asked if the claim with Mr. Morris is squared away. Administrator Schultz reported that it was squared away.

BY-LAWS: Nothing to report.

WEBSITE: Up to date.

PLANNING COMMITTEE: Administrator Schultz reported that the architect's feasibility report for the firehouse should be received tomorrow and a meeting will be scheduled for next week to discuss it.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Commissioner O'Hare asked for a status on the records destruction. Administrator Schultz reported that the District is waiting until after the election to schedule the destruction.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Nothing to report.

OLD BUSINESS: Commissioner Cornine reported that he spoke to District 2 Commissioner Gethins regarding Administrator Schultz's email about a MOA to house a District 3 ambulance at the District 2 firehouse. Commissioner Cornine reported that Commissioner Gethins told him to send over the MOA after District 3 approves it and District 2 will then approve it on their end. Commissioner Waldron asked how the Power Truck situation would work if it was stationed at the District 2 firehouse when in use. Commissioner Cornine reported that the MOA is a parking only agreement and the Power Truck would fall under operations and should be worked out between the Chiefs. Commissioner Cornine

noted that it should not be a problem since Commissioner Gethins had good things to say about the use of a Power Truck. Commissioner DeSimone asked for clarification that whoever is staffing the Power Truck would report here to clock in and then go over to District 2 to man the ambulance there. Commissioner Waldron confirmed the procedure and indicated that a modification would need to be made to the Power Truck policy to include this and how the staff would get to the District 2 firehouse. Commissioner DeSimone reported that the original SOG that was presented to the Board it was stipulated that if only 1 person was available to staff the Power Truck it would be cancelled and no additional manpower costs would be incurred. Commissioner DeSimone reported that the Power Truck was scheduled 4 times and 2 of those times there was not personnel to staff it but the one EMT stayed on duty. Commissioner DeSimone reported that the individual should not have worked those 2 times. Commissioner DeSimone was concerned that the program has just been implemented and the District has already deviated from the agreed-on policies. Commissioner DeSimone reported that the Board should carefully review the draft SOG on the Power Truck that was recently provided to the Board to ensure that the program is going to be implemented the way it is supposed to be. Commissioner DeSimone asked to Board to review the draft SOG so it can be discussed at the next meeting. Former Chief Davidson recommended that the Board give the document to Asst. Chief Martin and give him 2 weeks to come back with a proper document. Commissioner Cornine asked Asst. Chief Martin if he understood the intent of the Power Truck trial program. Asst. Chief Martin reported that he is familiar with the intent of the program and will meet with Lt. Sulpy to work on an SOG. The Board asked Asst. Chief Martin to contact either Commissioner O'Hare or Commissioner Cornine on the EMS Committee if he or Lt. Sulpy had any questions regarding the Power Truck SOG. Asst. Chief Martin reported that he would reach out to the EMS Committee with any questions and to present the SOG for review once it is completed.

Commissioner DeSimone asked the status of the transition of new Medical Director. Administrator Schultz reported that he sent commentary to the Board on about 12 items in the proposed contract that need to be addressed. Administrator Schultz reported that he also sent an email asking if anyone had reached out to Dr. Gluckman to explain to him what is going on. Commissioner O'Hare did not feel that the Board owed Dr. Gluckman any more of an explanation than that the Board has chosen to go in a different direction and will

not be renewing his contract. Commissioner O'Hare reported that he saw Administrator Schultz's commentary but felt that most of the commentary items seemed to be semantics which would get cleaned up by our attorney. Administrator Schultz felt that some of the commentary items could be worked through with Dr. Letizia without incurring legal expenses. Administrator Schultz reported that before he does anything he needs to be sure that this is the direction that the Board definitely wants to go. Commissioner O'Hare reported that he would sit with Administrator Schultz to discuss the matter.

Commissioner O'Hare asked if there was any change in the status of the impairment training. Administrator Schultz reported that it is on hold while the State is waiting the decision in a case involving DREs that has made its way up to the State Supreme Court. Administrator Schultz recommended that the Board look up the League of Municipalities latest policies and procedures regarding cannabis and incorporate any changes into the District Policies and Procedures Manual.

NEW BUSINESS: Nothing to report.

REMINDERS:

The Fire District Elections will be held on Saturday, February 18, 2023 from 2 P.M. to 9 P.M. at the firehouse.

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, February 16, 2023 at 7:00 P.M at the firehouse.

The Board's Reorganization Meeting will be held on Tuesday, March 7, 2023 at 7:00 P.M at the firehouse.

The Joint Fire Prevention Board Meeting will be held on Monday, March 13, 2023 at the District 2 Fire House at 6:30 P.M.

PUBLIC PARTICIPATION: None.

RESOLUTIONS:

Commissioner Cornine read Resolution 23-02-02-12 designating Asst. Chief Martin the point of contact for the Fire District.

Commissioner Waldron made a motion to introduce the resolution, seconded by Commissioner Cornine. All were in favor.

Commissioner Cornine read Resolution 23-02-02-13 designating Asst. Chief Martin the liaison to the Division of Fire Safety.

Commissioner Cornine made a motion to introduce the resolution, seconded by Commissioner Waldron. All were in favor.

Commissioner Cornine read Resolution 23-02-02-14 authorizing a Memorandum of Agreement with Hanover Township Fire District 2 to house an ambulance.

Commissioner Waldron made a motion to introduce the resolution, seconded by Commissioner O'Hare. All were in favor.

EXECUTIVE SESSION: Commissioner Cornine read Resolution 23-02-02-14 to enter into executive session. Commissioner Waldron made a motion to introduce the resolution, seconded by Commissioner O'Hare. All were in favor.

The Board went into closed session at 7:50 p.m.

Personnel matters were discussed, and action will not be taken.

The Board came out of closed session at 9:40 p.m.

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

The meeting was adjourned at 9:43 p.m.

Respectfully submitted by

Steven Cornine, Secretary