

July 20, 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 July 20, 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., Gary Keyser, and Shawn Waldron were present.

Asst. Fire Chief Martin, Administrator Schultz, Mr. James Hark Jr., Lt. McGuinness, FF Gilson, and EMT Bergman were also in attendance.

PUBLIC PARTICIPATION: None.

DEPART FROM REGULAR AGENDA: The Board departed from the regular agenda to hear a presentation from Lt. McGuinness, the Fire Official, about his request have more help with the fire inspections. Lt. McGuinness reported that after he was appointed Fire Official in February he approached the Board and asked for more fire inspectors. Lt. McGuinness reported that the Board asked to put the request on hold as there were many things going on in the District at that time. Lt. McGuinness outlined how the number of inspectors performing inspections has decreased since 2021 while the number of annual inspections has increased. Lt. McGuinness outlined the responsibilities of the fire inspectors in the District and outlined his new responsibilities as Fire Official. Lt. McGuinness indicated how much time his new responsibilities take. Lt. McGuinness asked the Board to hire 2 more inspectors and noted that the District currently has staff who are qualified to perform inspections but that they are not allowed to because they do not have inspector in their job title. Lt. McGuinness noted that it would cost the District and additional \$6,000 a year for each inspector. Lt. McGuinness reported that he has embarked on a project to bring in the delinquent fire inspection fees which would help offset the cost. Commissioner Waldron thanked Lt. McGuinness for attempting to recoup back fees.

Commissioners DeSimone and Keyser asked why the other lieutenants were no longer doing inspections. Commissioner Waldron reported that the lieutenants each have their own responsibilities that preclude them from doing inspections.

Lt. McGuinness asked where the Board stands regarding the request for additional inspectors. Commissioner Cornine reported that after Lt. McGuinness asked the Board for additional inspectors the Negotiations Committee approached the FMBA with some proposals which were rejected and no agreement came from the negotiations. Commissioner Cornine reported that other proposals were brought to the Board but he is not sure where they ended. Commissioner Cornine reported that the Board will revisit the request tonight and try to find a solution. Commissioner Waldron asked if Lt. McGuinness could survive shorthanded until the end of the year. Lt. McGuinness reported that for \$6,000 he would not have to be shorthanded and noted that both the fulltime and part-time EMTs received substantial raises this year. Lt. McGuinness asked the Board to support fire prevention also. Commissioner Cornine reported that supporting fire prevention would require 2 promotions which would not be open ended and would only cost \$6,000 this year but would be at least \$12,000 every year after that. Lt. McGuinness noted that it is a contract year so the Board will be negotiating a new contract. Commissioner Waldron noted that this is why he hoped that fire prevention could wait until next year so the Board could negotiate a way to do this. Commissioner Waldron reported that he is totally against paying someone 24 hours twice a week to be a fire inspector when they are not giving the District 48 hours of fire inspections. Asst. Chief Martin noted that the Board is currently doing this. Commissioner Waldron agreed and hopes that it can be corrected during negotiations.

Commissioner Keyser reported that the Board would need to discuss this and that Lt. McGuinness should not expect an answer tonight. Lt. McGuinness asked when he could expect an answer.

Commissioner Cornine asked how many man hours are necessary to complete the inspections. Lt. McGuinness reported that it varies by inspection. Commissioner Cornine asked if Lt. McGuinness could do an assessment and tell the Board how many actual man hours are needed to complete the inspections. Lt. McGuinness reported that he did not have good data on that because all he can track is how long it takes an inspector to input the inspection report in the inspection software. Lt. McGuinness noted that going forward he could track the hours the inspectors spent doing each inspection. Commissioner Cornine reported that the negotiation committee is aware that there is a problem with paying inspectors for 24 hours shifts when they can only perform inspections during normal business hours and when they are not answering calls. Asst. Chief Martin reported that

there is an SOP that has dedicated 4 hours from Monday thru Friday for fire inspections that was put into place at the beginning of July. The Board and Lt. McGuinness discussed the figures that Lt. McGuinness used in the presentation including staffing and number of inspections. Commissioner Cornine felt that the issue was that while it would only cost a palatable \$6,000 this year to promote 2 inspectors, it would cost \$12,000 next year and that would compound each year. Commissioner Waldron hoped that the Negotiations Committee and the FMBA would be able to solve the issue while negotiating the new contract. Commissioner Waldron felt that the District should not have to pay an inspector rate for 24 hours when that inspector can only do inspections for a fraction of that time, not to mention that any overtime would be calculated at the higher rate. Commissioner Waldron noted that the District pension expense would also increase with these promotions so he is hoping that some kind of hourly rate for inspections can be negotiated for the new contract. Commissioner Keyser felt that the Board should look at requiring the other lieutenants to perform inspections. Commissioner Waldron reported that Asst. Chief Martin has provided the Board with a list of each of the lieutenants' responsibilities. Asst. Chief Martin reported that the Board asked him to come up with a staffing model and he felt that the Board should have 1 title and job description across the board. Asst. Chief Martin reported that this would solve the issue of who can perform inspections. Commissioner Waldron reported that he is hoping that everyone will be a FF/EMT and that if anyone is assigned to do an inspection would get an hourly stipend while doing inspections or investigations. Commissioner Keyser noted that increasing the Per Diem EMTs will free up time for the FF/EMTs to do inspections. Asst. Chief Martin reported that he was told that the new EMTs were eager to work and felt that the District may be able to put the 2nd ambulance back in service. Commissioner Waldron hoped to discuss that tonight. Asst. chief Martin reported that this would be part of the staffing model that he will have ready for the next meeting.

Lt. McGuinness thanked the Board for listening to him. The Board thanked Lt. McGuinness for listening to him. Commissioner Keyser told Lt. McGuinness that the Board would let him know when they came up with a solution.

The Board returned to the regular agenda.

CORRESPONDENCE: Commissioner DeSimone read a letter of appreciation from Atlantic Health for the timely response of EMT Harrington and FF/EMT DiGiacomo

to a stroke patient recently and for the swift transport which resulted in a positive outcome for the patient. Asst. Chief Martin reported that EMT Harrington and FF/EMT DiGiacomo would be added to rolls for the next award ceremony and a copy of the letter would be added to their files.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the July 6, 2023 Regular Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner Dugan Jr. made a motion to approve the minutes from the July 6, 2023 Regular Meeting. Commissioner Waldron seconded the motion. All were in favor.

The minutes from the July 11, 2023 Special Meeting were reviewed.

Amendments to Previous Minutes: None.

Commissioner Dugan Jr. made a motion to approve the minutes from the June 22, 2023 Special Meeting. Commissioner Waldron seconded the motion. All were in favor.

The minutes from the June 22, 2023 Special Meeting Executive Session were reviewed.

Amendments to Previous Minutes: None.

Commissioner Waldron made a motion to approve the minutes from the June 22, 2023 Special Meeting Executive Session. Commissioner Dugan Jr. seconded the motion. All were in favor.

REPORT OF THE TREASURER: Commissioner Waldron distributed a copy of the preliminary P&L as of July 20, 2023 and reported that the District is operating within budget.

Commissioner Waldron reported that there is a sizeable bill that Administrator Schultz is looking into for the engineering reports for the 3rd floor. Commissioner Waldron reported that he and Administrator Schultz feel that the District was overbilled and Administrator Schultz is trying to get the bill knocked back a little bit and clarification on some of the items that the District was billed for.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Asst. Chief Martin submitted his Bi-Monthly report and had the following additions to his report.

Commissioner Keyser asked about the status of the Engine 34 repairs. Asst. Chief Martin reported that he and Lt. Belott hope to sit down with the company in question and discuss the differences between the 2 repair quotes that were received.

Commissioner Keyser asked what SOP 2023-003 was. Asst. Chief Martin reported that it is the SOP regarding the County contacting the ambulance crew in the field and advising them there is a 2nd ambulance call and how they should proceed. Asst. Chief Martin reported that the process is that the County is to contact the on-duty officer. Asst. Chief Martin reported that there was an incident today where the crew was contacted and given the information and were told by the dispatcher that it was the crew's call. Asst. Chief Martin reported that he contacted the communications center and an investigation into the incident was opened at the County level. Commissioner Keyser asked if the problem was the time lapse in contacting the on-duty officer. Asst. Chief Martin reported that contacting the on-duty officer only takes a few more seconds so he felt that this was not a problem. Asst. Chief Martin reported that there was another incident with the same circumstances where dispatch contacted the on-duty officer then the call was immediately dispatched to another closer ambulance. Asst. Chief Martin reported that the call was for cardiac arrest and would have been a mutual aid call for our District anyway. Asst. Chief Martin reported that he asked for clarification on the call and was informed that a closer unit became available.

Commissioner Keyser asked about Truck 33 and if the District is still waiting on Valtek. Asst. Chief Martin reported that a representative from Elizabeth Truck came here last night and we are waiting for his report.

Asst. Chief Martin reported that Lt. McGuinness will attend a Fire Threat Task Force meeting.

Asst. Chief Martin reported that all the radio reprogramming is done and I worked well at the incident in East Hanover today. Asst. Chief Martin reported that the preliminary quote for the replacement vehicle radio is in and the total cost for the vehicle should come in under budget.

Commissioner Keyser asked about the temporary MOA for fire investigations with Lebanon Township under Administration in the Chief's Report. Asst. Chief Martin

reported that one of our career lieutenants who is also the fire Official for Lebanon Township approached Asst. Chief Martin looking for some advice. Asst. Chief Martin reported that there have been 2 incidents in his town involving incendiary devices and he is not getting much cooperation from the police. Asst. Chief Martin reported that the lieutenant has to investigate the cause however he is not an investigator. Asst. Chief Martin reported that he recommended that they approach the Board to see if they would enter into a temporary MOA to have Fire District 3 lead fire investigations in Lebanon Township at least until the lieutenant gets certified. Asst. Chief Martin thought that there would be an investigator class starting this fall. Commissioner Keyser felt that Hunterdon County must have someone to help him out instead of coming to department in Morris County. Asst. Chief Martin noted that the lieutenant is comfortable with this District. Commissioner Cornine was concerned with the long-term cost because if this District issues an origin and cause report it could go to court which would require court appearances and testimony. Commissioner Cornine felt It was a big ask. Commissioner Keyser felt that he did not want to get involved with fire investigations in another department when there is not enough time to get the fire inspections completed in our own District. Commissioner Cornine clarified that he was concerned with financial costs and if Lebanon Township was willing to send a MOA to us that covered any and all costs to our District he would consider it. Commissioner Dugan Jr. was all for helping the lieutenant out. Commissioner Keyser asked to have Lebanon Township send and MOA for consideration. Administrator Schultz reported that it would be a shared services agreement instead of a MOA and the agreement would specify all the costs up front. Administrator Schultz noted that the shared service agreement would need to be sent to DCA for them to sign off on it. Administrator Schultz reported that if he gets the specifics he will draft a shared services agreement. Commissioner Keyser still was against it but would wait to see the draft shared service agreement.

Commissioner Keyser asked what the Truck 33 Workgroup waiting for a decision from the Board was about. Asst. Chief Martin reported that it is the workgroup looking into replacing Truck 33. Commissioner Waldron asked if all the quotes came in. Asst. Chief Martin reported that the quotes for going from a 100-foot ladder to a 70-foot ladder are in. Commissioner Keyser asked if the Board wanted to move forward with purchasing a ladder truck. The Board and Asst. Chief Martin discussed the Truck 33 Replacement Workgroup timeline, decisions on

specs, quotes from various vendors and the process for purchasing a truck. Commissioner Keyser felt that the Board should be looking at all the vendors again since it has been a few years since the process began. Commissioners DeSimone and Dugan Jr. felt that the workgroup already looked at all the various vendors. Asst. Chief Martin reported that the only thing that would change is the price would go up but the specs would not change much. Commissioner Cornine felt that to appease everyone it would not be difficult to get new quotes on the specs that have already been decided on by the next meeting. Commissioner Keyser felt that the specs should be reviewed and questioned whether to go with a mid-mount or a rear mount. Commissioner Dugan Jr. felt that the Board should rely on the work that the Workgroup has done over the past couple of years. Commissioner DeSimone felt that the Board already had the specs and cost and the decision should be whether to move onto the next step. Commissioner Cornine reported that he would like to see a needs assessment. Commissioner Dugan Jr. asked if the needs assessment came in with a truck that was more money than the Board was willing to spend would the Board just go back to the specs for a truck that cost less. Commissioner Keyser reported he is favor of moving forward without talking to more vendors again. Commissioner Waldron felt that since the District has had a ladder since 1973 to not have one would be going backwards and he would like to see the District stay with a 100-foot ladder with a bucket. Commissioner Waldron reported that financially it does not seem that the 100-foot ladder is feasible but he does not want to see a life lost because the District could not afford an additional 20 feet. Commissioner Cornine still felt that the workgroup specs should be sent out to the vendors to get current pricing and after the Board looks at them a decision can be made on whether to move forward. Asst. Chief Martin reported that there is a \$400,000 difference between a 70-foot ladder and a 100-foot ladder. Asst. Chief Martin noted that members of the workgroup tested out vehicles from all of the various vendors before settling on a vendor. Commissioner Keyser asked Asst. Chief Martin to get prices from all the vendors with the specs that were decide on by the workgroup. Asst. Chief Martin reported that he would make the calls tomorrow and he should have quotes by next week.

Asst. Chief Martin reported that Lt. Sulpy is meeting with a representative next week about replacing Ambulance 39 and this will be the 2nd representative that has come t the table. Asst. Chief Martin reported that specs have already been submitted on a demo from First Priority. Asst. Chief Martin acknowledged that

the District does not have the money to purchase an ambulance but these meetings will get our name out there so that vendors know what the District will be looking to do eventually.

Asst. Chief Martin reported that there is a resolution before the Board tonight to replace Car 36. Commissioner Waldron reported that the Township Recreation Department is interested in purchasing Car 36. Administrator Schultz noted that the Kelly Blue Book value for Car 36 is \$12,000. Asst. Chief Martin noted that the new vehicle would go to the Fire Official. Administrator Schultz reported that the ballot question for the vehicle purchase specifically stated that the new vehicle would replace one of the 2 aging vehicles which means it cannot replace Car 36. Commissioner Keyser reported that the District is going to purchase a new command vehicle anyway. Commissioner Waldron reported that the Board will have to decide which of the 2 aging vehicles to get rid of. Commissioner Waldron asked if the District could get rid of Car 36 also since it serves us no purpose. Commissioner Keyser asked if the fire inspectors could use Car 36. Asst. Chief Martin reported that the inspectors usually take the apparatus in case they get a call. Commissioner Waldron suggested waiting until next meeting to decide on which car to get rid of.

Commissioner Keyser asked if anyone had any more questions for Asst. Chief Martin. There were no questions.

EMS: Commissioner Cornine reported that at the last meeting he said he would reach out to Dr. Letizia about the District's wants and needs. Commissioner Cornine reported that he was given Dr. Letizia's contact information but will sit down with Lt. Sulpy before he contacts Dr. Letizia.

BUDGET: Nothing to report.

PERSONNEL: Nothing to report.

NEGOTIATIONS: Commissioner Keyser reported that he and Commissioner DeSimone met and reviewed the information they received regarding the contract from their meeting with representatives from Local 109 last month.

LIAISON TO THE VOLUNTEERS: Commissioner DeSimone reported that the new patch was discussed at the last Fire Co. meeting and they were quite vocal about being told to wear the Hanover Township Fire District 3 patch in place of the Cedar Knolls patch. Commissioner DeSimone reported that they were quite adamant that they wanted to keep their old patch as they are members of the

Cedar Knolls Fire Department. Commissioner DeSimone reported that there was a lot of discussion and they were very upset about the new patch requirement. Commissioner DeSimone asked if the uniform policy was approved yet. Commissioner Waldron felt that it was still pending approval. Asst. Chief Martin noted that the original uniform policy that requires staff responding to Hanover Township Fire District 3 calls to wear a HTFD3 patch has been in place since 12/7/2000 so he does not understand why everyone is so upset since the only thing that he changed was going from 4 seasons of uniform policy to 2 seasons of uniform policy. Commissioner Keyser asked Asst. Chief Martin to attend the next Fire Co. meeting to discuss this with the members. Asst. Chief Martin reported that the only time that the CKFD members must wear HTFD3 patches on their uniform is when they are representing the District at standby events. Asst. Chief Martin acknowledged that he did not care which patch members wore if they are coming to the firehouse in the middle of the night to answer a call. Asst. Chief Martin reported that the Fire Co. members can wear whatever patch they want.

BUILDINGS AND GROUNDS: Commissioner Dugan Jr. reported that there is a cross piece fence post that needs to be replaced.

Commissioner Waldron asked Commissioner Dugan Jr. if anyone had notified him of the mouse droppings on the 2nd floor. Commissioner Dugan Jr. reported that the exterminator has been contacted.

Commissioner DeSimone showed the Board a picture of the plant beds that she took tonight and asked if the landscaper was supposed to be maintaining them because they look awful. Commissioner Dugan Jr. reported that he contacted the landscaper after the complaint at the last meeting but he will reach out again.

APPARATUS/EQUIPMENT AND MAINTENANCE: Nothing to report.

INSURANCE: Commissioner Keyser reported that the ladder repair on Truck 33 is pending and asked if the insurance company had dropped coverage for the ladder. Administrator Schultz reported that he sent an email to VFIS today to find out the insurance status.

BY-LAWS: Nothing to report.

WEBSITE: Up to date.

PLANNING COMMITTEE: Nothing to report.

LIASON TO EXEMPTS: Commissioner Cornine reported that he met with President of the Exempt Association Thompson and discussed the possibility of purchasing the section of the parking lot that they own. Commissioner Cornine reported that the line of communication is open and should the District decide to move forward more discussions will be had.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Nothing to report.

OLD BUSINESS: Mr. Hark Jr. reported that the Planning Committee met with H2M and continue to meet every 2 weeks as a committee and once or twice a month with the architect. Mr. Hark Jr. reported that they are still finalizing some plans and will meet again in 2 weeks and progress is being made on the building design. Commissioner Waldron reported that the Administration members and himself have met with Mr. Giorgio and Committeeman Cahill twice and they are aware of our needs. Commissioner Waldron reported that they have contacted Mr. Forgione about the property down the road and are looking at property they may have along Ridgedale Ave. although they do not believe there is any. Commissioner Waldron reported that the architect also has a better understanding of the District's needs and what we are asking for. Commissioner Waldron reported that the architect will come back to us with a revised drawing. Commissioner Waldron noted that the committee is aware of the need to build for the future. Administrator Schultz reported that both structural engineers that examined the current building reported that over 10 feet of wall there is 4 inches of outward movement. Administrator Schultz noted that one of the engineer reports is a little more dire than the other. Administrator Schultz asked for the Board for permission to have the architect do a 250 x 300 sketch of the building on Mr. Forgione's property and show the relevant traffic patterns with the drive through bays. Administrator Schultz reported that Mr. Forgione would like to see what the incursion would be on his property if he was going to be working with us. The Board agreed to the drawing. Administrator Schultz asked if he should still look for office space. Commissioner Waldron felt that the District needed to get more aggressive in looking for alternative office space.

Commissioner Keyser asked how the annual physicals were going. Asst. Chief Martin reported that they are moving along but he needs to know what the Board wants the deadline to be. Commissioner Keyser asked if any members had asked for a waiver or a package with forms for their own physician to fill out. Mr. James

Hark Jr. reported that none of the operational volunteers had asked for either of the forms. The Board decided that the deadline to have a physical or submit a waiver would be August 31st.

Commissioner Keyser reported that he and Commissioner DeSimone met with the attorney to discuss some of the District workplace impairment policies and the attorney submitted something for the Board to review tonight. Commissioner Waldron felt that the sentence about impairment at the firehouse should be changed to impairment at work because staff cannot be impaired on a call either. Commissioners DeSimone and Keyser agreed with the change. Commissioner DeSimone asked if the District has a designated workplace recognition expert. Administrator Schultz reported that our labor counsel recommended an online course, The NSC Learning Facility, which Mr. Hark Jr. took last night. Administrator Schultz reported that it appears to be a very good course and recommended that at least 15 staff including career and volunteer officers should have the training. Mr. Hark Jr. reported that the 2-hour interactive course does not allow one to fast forward through it and at the end there is a 15 question test that participants must pass. Mr. Hark Jr. indicated that if one does not pass the test they are looped back to the beginning of the course and if they do pass they will be issued a certificate of completion. Commissioner Cornine asked if labor council felt this would suffice. Administrator Schultz reported that there is nothing else available right now as the State concentrated on pushing legalization through but did not address how employers identify and deal with workplace impairment. Administrator Schultz reported that the attorney has supplied the District with a recognition worksheet to be used for documentation after the officers take the training course and change the District policy to reflect the one that the attorney submitted to the Board with a few amendments. Administrator Schultz felt that the policy that staff could be tested if they have an accident needs to be tightened up to an accident with injury or one where a law enforcement agency investigation is required. Administrator Schultz reported that for random drug testing the Board needs to develop what a randomized policy is. Administrator Schultz reported that the other issue was privacy and he spoke with the attorney who is going to rework the draft to incorporate these changes. Administrator Schultz recommended the Board adopt the interim policy at the next meeting. Administrator Schultz reported that the cost to train 15 staff would be \$560.

Commissioner Keyser reported that when he and Commissioner DeSimone met with labor council they also discussed drug testing for annual physicals and it was decided that the District did not need to include drug testing with the annual physical. Commissioner Keyser reported that drug testing would be included with the initial employment physical but the only other time someone would be tested would be for reasons outlined in this policy. Administrator Schultz asked for clarification that broad spectrum testing would be done for the initial physical but no testing at the annual physical. Commissioner Keyser confirmed this was the case. Administrator Schultz reported that he would let FastER know of the changes.

Mr. Hark Jr. reported that the District is still meeting with Edmunds about a Purchase Order and General Ledger to work out the pricing quote. Mr. Hark Jr. reported that he hoped to have a decision in August.

Commissioner Waldron reported that there is a resolution tonight for the bereavement policy in Terms and Conditions for EMS staff and he said that in referring to a scheduled shift in the bereavement policy refers to a shift that was already scheduled prior to a family member passing. Commissioner Waldron asked if this clause should be included in the fulltime EMT policy also. Administrator Schultz reported that he would make the changes. Commissioner Waldron asked if it should be noted that if an EMT incurs overtime 12 weeks straight they will need to sign a waiver of health benefits. Administrator Schultz reported that the health benefit calculation is based on a 52-week weighted average that must be 25 hours or higher to qualify but it might be worth mentioning under healthcare. Administrator Schultz noted that if an employee qualifies and receives healthcare, the employee would be switched to COBRA the first week they dip below 25 hours. Commissioner Waldron asked why stand by detail was not included in the calculation of overtime. Administrator Schultz reported that outside details are not used to calculate overtime because the EMT is contracted to work by an outside agency. Commissioner Cornine reported that there are 2 sections covering overtime and asked that they be merged. Administrator Schultz reported that he would take out one of the sections.

Commissioner Cornine reported that the Board decided to withhold Dr. Letizia's payment until the training issue was resolved. Commissioner Cornine felt that since Dr. Letizia has not been contacted about the issue yet it is not fair to withhold payment and asked the Board to release the payment. The Board

agreed to release payment but felt that the additional training issue has to be worked out. Commissioner Cornine reported that he would look over the contract and get in touch with Dr. Letizia to work this out.

NEW BUSINESS: Administrator Schultz asked if the Board was moving forward with getting rid of Car 36. Commissioner Waldron reported that for the time being the Board will hold off on getting rid of it because the Board needs to decide which of the other two command vehicles to get rid of.

REMINDERS:

The next regular meeting of the Board of Fire Commissioners will be held on Thursday, August 3, 2023 at 7:00 P.M at the firehouse. Commissioner Keyser noted that he would not be at this meeting.

The Joint Fire Prevention Board Meeting will be held on Monday, September 11, 2023 at the District 2 Fire House at 6:30 P.M.

PUBLIC PARTICIPATION: None.

RESOLUTIONS:

Commissioner DeSimone read Resolution 23-07-20-97 amending the emended EMS Terms and Conditions. Commissioner Waldron made a motion to introduce the resolutions, seconded by Commissioner Cornine. All were in favor.

Commissioner DeSimone read Resolution 23-07-20-98 appointing Volunteer EMS employee Fifo. Commissioner Cornine made a motion to introduce the resolutions, seconded by Commissioner Waldron. All were in favor.

Commissioner DeSimone read Resolution 23-07-20-99 approving the purchase of a Command Vehicle. Commissioner Cornine made a motion to introduce the resolutions, seconded by Commissioner Dugan Jr. All were in favor.

Administrator Schultz asked the Board to approve a letter of intent be send to Nielsen Ford. The Board approved.

EXECUTIVE SESSION: Commissioner DeSimone read Resolution 23-07-20-101 to enter into executive session. Commissioner Cornine made a motion to introduce the resolution, seconded by Commissioner Waldron. All were in favor.

The Board went into closed session at 9:12 p.m.

Personnel matters were discussed, and action will be taken.

The Board came out of closed session at 10:02 p.m.

RESOLUTIONS:

Commissioner DeSimone read Resolution 23-07-20-100 appointing Special Investigator Brian Kubiel. Commissioner Cornine made a motion to introduce the resolution, seconded by Commissioner Waldron. All were in favor.

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

The meeting was adjourned at 10:03 p.m.

Respectfully submitted by

Mary Lou DeSimone, Secretary