

## **October 3, 2024 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 October 3, 2024 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., Michael Dugan Sr. and Gary Keyser were present.

Administrator Schultz, Deputy Administrator Hark Jr., Asst. Chief Costello, Lt. McGuinness, FF Gilson, Former Chief Davidson, EMT Bergman, EMT Harrington, EMT Waldron, FF Shay, and members of the public were also in attendance.

**PUBLIC PARTICIPATION:** None.

**DEPART FROM NORMAL AGENDA:** The Board departed from the normal agenda for the swearing in of FF/EMT Shay. The Board welcomed FF/EMT's family and friends. Commissioner Keyser swore in FF/EMT Shay while his father held the Bible.

**CORRESPONDENCE:** None.

### **APPROVAL OF PREVIOUS MINUTES:**

**The minutes from the September 19, 2024 Regular Meeting were reviewed.**

**Amendments to the Previous Minutes: None.**

**Commissioner Dugan Jr. made a motion to approve the minutes from the September 19, 2024 Regular Meeting, seconded by Commissioner Keyser. All were in favor.**

**The minutes from the September 5, 2024 Executive Session were reviewed.**

**Amendments to the Previous Minutes: None.**

**Commissioner Keyser made a motion to approve the minutes from the September 5, 2024 Executive Session, seconded by Commissioner Dugan Jr. All were in favor.**

**REPORT OF THE TREASURER:** Commissioner Dugan Sr. distributed the September 2024 financials and reported that the District is 6% over budget.

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

**MONTHLY REPORTS:** Asst. Chief Costello highlighted the excellent response by our staff to the chlorine leak a couple weeks ago. Asst. Chief Costello reported that it was an escalating incident that started out as a medical call but staff quickly realized it expanded beyond that and brought in the resources they needed including county wide hazmat resources to address the issue.

Asst. Chief Costello reported that there have been more than usual CPR cases this past week and the staff has been performing at a high level on these high stress calls.

Asst. Chief Costello reported that Lt. Belott made him aware of some additional repairs coming for Engine 34 based on the last inspection. Asst. Chief Costello noted that these repairs may involve significant down time for Engine 34 so he is going to prioritize pushing out the orders regarding having one apparatus in place.

Asst. Chief Costello reported that the volunteer operations committee meeting has been rescheduled for 2 weeks from now.

Asst. Chief Costello reported that he is meeting with our new Junior Firefighter this week to get him on board.

Asst. Chief Costello reported that he would like to see if the District could initiate an Apparatus Committee again to come up with a long-term strategic plan for apparatus. Asst. Chief Costello reported that he will speak with Lt. Belott about spearheading the committee.

Asst. Chief Costello reported that he will be on vacation next week but will be available by phone.

**EMS:** Commissioner Keyser reported that he wants to meet with Lt. Sulpy about the map for the Power Truck.

**BUDGET:** Commissioner Cornine reported that there was a 2025 budget meeting last week and there are meetings planned for every other week. Commissioner Keyser asked at what point the Board gets to review the budget. Commissioner Dugan Sr. reported that the Board will get to review the budget at the meeting before the budget is adopted. Commissioner Cornine reported that any Board member who wants to review financial information such as the budget can request that information at any time. Commissioner Keyser asked for a comparison 2021 – 2023 P&L.

**PERSONNEL:** Commissioner DeSimone reported that the Board would need an Executive Session tonight.

**NEGOTIATIONS:** Nothing to report.

**LIAISON TO THE VOLUNTEERS:** Commissioner Dugan Jr. reported that there is a meeting scheduled for October 14, 2024.

**BUILDINGS AND GROUNDS:** Nothing to report.

**APPARATUS/EQUIPMENT AND MAINTENANCE:** Commissioner Keyser asked about the status of Ambulance 32. Commissioner Dugan Jr. reported that he was not aware of any change in the status of the repair of Ambulance 32. Commissioner Keyser asked about the status of having someone in to look at the rust on Engine 34. Commissioner Dugan Sr. reported that Engine 34 was sent to one vendor for a quote on the work needed and is going to another vendor for a comparison quote. Commissioner Dugan Sr. noted that any work will not be done this year because there are also leaks in 2 air tanks and the cost of these repairs will be significant.

**INSURANCE:** Nothing to report.

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

**WEBSITE:** Up to date.

**PLANNING COMMITTEE:** Commissioner Dugan Sr. reported that the Planning Committee has a meeting scheduled for next week.

Commissioner Cornine reported that there is a Special Joint Board Meeting on Monday to discuss consolidation. Commissioner Cornine reported that District 2 has some reservations about consolidation and passing the resolution that District 3 has already passed. Commissioner Cornine reported that if both Boards pass the resolutions they do not need to be forwarded to the Township immediately. Commissioner Cornine reported that the 2 Districts can wait until they have a consolidation plan and submit both the plan and the resolutions to the Township at the same time.

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

**RECORDS RETENTION:** Nothing to report.

**LIAISON TO HANOVER TOWNSHIP COMMITTEE:** Nothing to report.

**OLD BUSINESS:** Commissioner Keyser asked about the status of the drinking water line. Commissioner Dugan Sr. reported that the water line for drinking water has been run.

**NEW BUSINESS:** Commissioner Keyser thanked Mr. DeSimone for the donation of disinfecting equipment.

Commissioner Keyser noted that the District needs to determine who will be performing annual physicals in 2025. Commissioner Cornine acknowledged that the Board should look into options prior to appointing a Medical Provider at the reorganization meeting.

Administrator Schultz asked the Board for approval to apply for a regional Safer Grant with other departments for hiring, recruitment and retention. The Board gave their approval to move forward with the grant process and asked to be kept apprised of what the specific commitments are for the grant before fully committing.

**REMINDERS:**

The next Regular Meeting of the Board of Fire Commissioners will be held on Thursday, October 17, 2024 at 7:00 P.M.

A Special Joint Fire Prevention Board Meeting will be held on Monday, October 7, 2024 at 7:00 P.M. at the District 3 firehouse.

The next Joint Fire Prevention Board Meeting will be held on Thursday, December 5, 2024 at 6:30 P.M. at the District 3 Firehouse.

**PUBLIC PARTICIPATION:** EMT Waldron noted that the District has recognized savings from not paying insurance on the ladder truck that was sold, months of the Chief's salary, and a few months of a FF salary. EMT Waldron felt that the District is really operating more over budget than the 5% indicated on the financials given the savings that have been recognized. Administrator Schultz felt that if the District prorates some of the annual payments that are made at the beginning of the year, like the employer pension payment, then the District will be under budget. EMT Waldron asked if there is budget money for the uniforms for career staff that is included in their contract. EMT Waldron noted that the career staff did not receive their contracted uniforms last year either. EMT Waldron reported that he knows that there are people who are working to the staff uniforms but in the 6 years he has worked here he has only received one pair of pants and about 6 shirts. EMT Waldron reported that he has purchased everything else he needed himself and it sounds like there is money in the budget that is not being used to purchase uniforms. Commissioner Cornine reported that the career staff has union representation and he is not going to circumvent that.

Commissioner Cornine felt that if the career staff agreed to not get all the uniforms they are due to help with the budget, then so be it. Commissioner Cornine reported that if EMT Waldron is aware of staff that need uniforms that are not being provided than these individuals need to come forward. Commissioner Cornine reported that he signed a check tonight for Turn Out Uniforms so the District is buying some uniforms but he cannot answer as to whether this is enough to meet the District's obligation. Commissioner Cornine reiterated that staff that needs uniforms needs to make the District aware of the need.

EMT Waldron asked about the status of getting a new Fire Chief. Commissioner Cornine reported that the Board has not decided what it is going to do yet for staffing the position of Chief. Commissioner Cornine reported that there are considerations that the Board is going to continue to vet and when the Board decides it will be posted. Commissioner Cornine reported that the process may not be moving to the liking of people but it is a tough decision.

EMT Waldron reported that months ago he asked for signage to be put on 3 parking spaces reserving them for volunteer responders and it has not been done so he is rescinding that request.

EMT Waldron reported that the bay door has been broken for years and he reported it 3 months ago and was told it would be taken care of. EMT Waldron reported that when staff are working in the bay they have to walk around the building to get back inside because the door does not work.

Ms. Atkinson felt that the Board is doing a good job.

#### **RESOLUTIONS:**

**Commissioner DeSimone read Resolution 24-10-03-112 appointing Special Counsel. Commissioner Keyser made a motion to introduce the resolution, seconded by Commissioner Dugan Sr. All were in favor.**

**Commissioner DeSimone read Resolution 24-10-03-113 authorizing a COE be extended to Per Diem EMT Endress. Commissioner Keyser made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor.**

**Commissioner DeSimone read Resolution 24-10-03-114 accepting the resignation of EMT Rich. Commissioner Dugan Sr. made a motion to introduce the resolution, seconded by Commissioner Keyser. Commissioners Cornine,**

**DeSimone, Dugan Sr. and Keyser were in favor. Commissioner Dugan Jr. was opposed.**

**EXECUTIVE SESSION: Commissioner DeSimone read Resolution 24-10-03-115 to enter into executive session. Commissioner Dugan Sr. made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor.**

**The Board went into closed session at 7:32 p.m.**

Personnel matters were discussed, and action will be taken.

**The Board came out of closed session at 8:39 p.m.**

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

The meeting was adjourned at 8:40 p.m.

Respectfully submitted by

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Mary Lou DeSimone, Secretary