

May 16, 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 May 16, 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., Chief Martin, Lt. Belott, FF Ujfalussy, EMT Burd, and Committeeman Cahill were also in attendance.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE: Commissioner Cornine reported that the Board had correspondence for Executive Session.

APPROVAL OF PREVIOUS MINUTES:

The minutes from the May 2, 2024 Regular Meeting were reviewed.

Amendments to the Previous Minutes: None.

Commissioner Keyser made a motion to approve the minutes from the May 2, 2024 Regular Meeting, seconded by Commissioner Dugan Jr. All were in favor. Commissioner DeSimone abstained.

The minutes from the April 18, 2024 Executive Session were reviewed.

Amendments to the Previous Minutes: None.

Commissioner Keyser made a motion to approve the minutes from the April 18, 2024 Executive Session, seconded by Commissioner Dugan Jr. All were in favor.

REPORT OF THE TREASURER: Commissioner Dugan Sr. distributed the interim May 2024 financial reports and indicated that the District is operating within budget although things are still tight. Commissioner Dugan Sr. reported that he has good things about the staff curtailing spending and only getting necessary items. Commissioner Keyser noted that Overtime is at 85% and felt that Commissioner Dugan Sr. should speak to the bookkeeper to identify money in other budget lines to supplement the Overtime budget line.

Report of Fire Commissioner Board Committees and Chief of Department:

CHIEF'S REPORT: Asst. Chief Martin submitted his Bi-Monthly report on May 15, 2024. Chief Martin reported that Cpt. Costello sent a graph that was included in his report but he has not had a chance to review the graph with Cpt. Costello. Commissioner Cornine asked if there were any questions for Chief Martin.

Commissioner Keyser noted that all the parts for the Ambulance 32 repair are in and he felt that the District needs to move forward with the repair.

Commissioner Keyser felt that the District needs to notify the County of when the ambulance will be out of service so they can accommodate the District with an ambulance during this time. Commissioner Keyser reported that Lt. Belott needs direction on how and when to move forward on the ambulance repair.

Commissioner Dugan Sr. felt that the Ambulance 32 repair should be put off until after the District goes before the Finance Board for the new ambulance financing. Commissioner Keyser felt that it would still take time to buy a new ambulance after the District gets financing. Administrator Schultz felt that the District could get the new ambulance around June 19 since that would be the disbursement date. Administrator Schultz reported that First Priority has been holding the ambulance that the District is interested in.

Commissioner Keyser asked for the status on Engine 34. Chief Martin reported that the repairs have been completed and it is back in service.

Commissioner Cornine noted that Chief Martin included a proposed staffing plan that he is recommending in his report. Commissioner Cornine reported that the District is in contract negotiations and asked Chief Martin to attend the Executive Session to further discuss the staffing plan since staffing minimums are a topic in negotiations.

EMS: Commissioner Keyser reported that he met with District 2 Commissioner Gethins a few times regarding EMS and there have been email back and forth. Commissioner Keyser reported that Commissioner Cornine has gotten involved. Commissioner Keyser reported that District 2 has been talking with Atlantic Health about covering District 2 EMS. Commissioner Keyser reported that there will be a meeting between the Township, District 2, District 3, and Atlantic Health on May 22.

BUDGET: Nothing to report.

PERSONNEL: Commissioner DeSimone reported that the Board would have items to discuss in Executive Session.

NEGOTIATIONS: Commissioner Keyser reported that there are items to be discussed in Executive Session.

LIAISON TO THE VOLUNTEERS: Commissioner Dugan Jr. reported that the Open House scheduled for this weekend has been postponed until the Fall due to anticipated bad weather.

Commissioner Keyser asked for clarification on the communication form discussed in the last meeting minutes. Commissioner Dugan Jr. reported that the Commissioners fill out the communication form for the volunteers indicating what was discussed at BFC meetings and the Fire Co. uses the form to let the Commissioners know what happened at their meetings. Commissioner Cornine indicated that the form is a tool to keep the lines of communications open.

BUILDINGS AND GROUNDS: Commissioner Dugan Jr. reported that the toilet on the 3rd floor has been fixed.

Commissioner Dugan Sr. thanked Lt. Belott and his crew along with Commissioner Cornine and EMT Waldron for maintaining the property with their own equipment until all the equipment is not in yet. Lt. Belott reported that the backpack blower was delivered yesterday and Deputy Administrator Hark Jr. is in touch with Lowe's to get a delivery date for the mower and trimmer. Deputy Administrator Hark Jr. reported that the Lowe's representative said the items would be in by May 22.

APPARATUS/EQUIPMENT AND MAINTENANCE: Commissioner Keyser asked about the status of Truck 33. Deputy Administrator Hark Jr. reported that the 2nd listing closed at 4 P.M. today and there were bids this time which can be discussed under Old Business.

INSURANCE: Nothing to report.

BY-LAWS: Nothing to report.

WEBSITE: Up to date.

PLANNING COMMITTEE: Commissioner Dugan Sr. reported that the Planning Committee met today to look at what can be done to the facility to accommodate the District's needs. Commissioner Dugan Sr. reported that one of the first things that the committee will address is to find out what it will cost to secure the original building. Commissioner DeSimone asked Administrator Schultz when the District would know if the grant for building improvements that was applied for earlier this year was approved. Administrator Schultz reported that the District

would not know until the end of 2024 or beginning of 2025 because any funds would be awarded in the 2025 budget. Administrator Schultz felt that while the District may not get the full amount that was applied for he was hopeful that the District would be awarded some money. Commissioner Keyser noted that the District will be required to match a portion of whatever amount is awarded. Administrator Schultz confirmed that the District will have to match 25% of the awarded amount. Administrator Schultz noted that legal counsel has advised that the District will have to put 25% of the entire grant application before the voters at either the next budget election or special election so that if the grant is received the District will be ready to go.

LIASON TO EXEMPTS: Nothing to report.

RECORDS RETENTION: Nothing to report.

LIAISON TO HANOVER TOWNSHIP COMMITTEE: Committeeman Cahill reported that in regards to the meeting coming up on May 21 he brought a copy to the Township resolution designating Hanover Township Fire District 3 as the EMS provider for Hanover Township. Committeeman Cahill reported that he will be attending the May 21 meeting. Commissioner Cornine hoped that having all parties at the meeting will allow everyone to get to the bottom of what the issue was because nothing was brought to District 3's attention about where we are failing and why a private agency is necessary. Committeeman Cahill reported that nothing has been brought to his attention either.

OLD BUSINESS: Deputy Administrator Hark Jr. reported that the Gov Deals bidding on Truck 33 closed this afternoon and the final bid was \$16,000. Commissioner Dugan Sr. felt that since the public declined the purchase of a new ladder truck, the District should hang onto Truck 33 and try to find the \$50,000 - \$70,000 to repair it at the end of the year and/or in the 2025 budget to get it back in service. Commissioner Dugan Sr. felt it was ridiculous to let Truck 33 go for \$16,000. Commissioner Keyser felt that the Truck 33 repairs would cost more than the original estimate because of all the electronic issues and that the District should get rid of it. Commissioner Cornine asked if anyone knew the status of District 2's new ladder purchase. Commissioner Keyser reported that it should be coming in by the end of the year. Commissioner Cornine felt that since District 2 will have a ladder truck then District 3 should get rid of Truck 33. Commissioner DeSimone felt that it was a shame to let the truck go for that little but acknowledged that the District does not have the money in the budget for the repairs. Commissioner Dugan Jr. recalled that someone at the public 2024 budget

meeting felt that the District should repair Truck 33 as opposed to purchasing a new \$2,100,000 ladder truck. Commissioner Cornine felt that this person chose between the \$50,000 repairs vs the \$2,100,000 purchase and did not consider how many ladder trucks Hanover Township needed. Commissioner Cornine felt that the District did not have the funds to make the required repairs to Truck 33 much less additional repairs if/when additional repairs are required.

Commissioner Keyser made a motion to accept the \$16,000 bid on Truck 33, seconded by Commissioner DeSimone. Commissioners Cornine, DeSimone, Dugan Jr. and Keyser were in favor. Commissioner Dugan Sr. was against.

Commissioner Keyser reported that the staff have been going for their annual physicals but additional dates will be needed because there were not enough allotted dates from the medical provider. Commissioner Keyser felt that the June 3 deadline would not be met. Deputy Administrator Hark Jr. reported that he reached out to FastER for additional dates and they will send additional dates extending throughout June tomorrow. Deputy Administrator Hark Jr. recommended leaving the deadline open ended pending the receipt of the additional dates.

Commissioner Keyser reported that the hose that was going to be picked up by Sussex Fire Dept. will have to be delayed because the fireman was injured during training. Deputy Administrator Hark Jr. reported that Sussex Fire Dept. did come to pick up some of the hose but will have to come back for the remainder.

NEW BUSINESS: None.

REMINDERS:

The next Regular Meeting of the Board of Fire Commissioners will be held on Thursday, June 6, 2024 at 7:00 P.M.

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

PUBLIC PARTICIPATION: None.

RESOLUTIONS: Commissioner Cornine reported that the Board would hold off on the last three listed resolutions until after Executive Session.

Commissioner DeSimone read Resolution 24-05-16-60 authorizing budgetary transfers and/or encumbrances relative to the 2023 Budget. Commissioner Dugan Jr. made a motion to introduce the resolution, seconded by Commissioner Dugan Sr. All were in favor.

Commissioner DeSimone read Resolution 24-05-16-61 appointing Volunteer Assistant Chief Costello. Commissioner Keyser made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor.

Commissioner DeSimone read Resolution 24-05-16-62 authorizing a COE be extended to Per Diem EMT Studer. Commissioner Dugan Sr. made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor.

Commissioner DeSimone read Resolution 24-05-16-63 authorizing a COE be extended to Per Diem EMT Schneider. Commissioner Keyser made a motion to introduce the resolution, seconded by Commissioner Dugan Sr. All were in favor.

EXECUTIVE SESSION: Commissioner DeSimone read Resolution 24-05-16-67 to enter into executive session. Commissioner Dugan Sr. made a motion to introduce the resolution, seconded by Commissioner DeSimone. All were in favor.

The Board went into closed session at 7:30 p.m.

Personnel matters were discussed, and action will be taken.

The Board came out of closed session at 8:35 p.m.

RESOLUTIONS: Commissioner Cornine asked if anyone had an objection to handling Resolutions 64 to 66 by consent agenda. There were no objections.

Commissioner DeSimone read Resolution 24-05-16-64 approving EMT title change for EMT Burd.

Commissioner DeSimone read Resolution 24-05-16-65 approving EMT title change for EMT Bednarz.

Commissioner DeSimone read Resolution 24-05-16-66 approving EMT title change for EMT Rich.

Commissioner Dugan Sr. made a motion to introduce the resolutions, seconded by Commissioner Dugan Jr. All were in favor.

Commissioner DeSimone read Resolution 24-05-16-68 approving a lender for Ambulance 39 purchase. Commissioner Dugan Sr. made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor.

Commissioner DeSimone read Resolution 24-05-16-69 approving the sale of Truck 33. Commissioner Keyser made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor. Commissioner Dugan Sr. was against.

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

The meeting was adjourned at 8:37 p.m.

Respectfully submitted by

Mary Lou DeSimone, Secretary