

## **July 2, 2024 Special Meeting of the Board of Fire Commissioners**

### **District #3 in the Township of Hanover**

### **County of Morris, Cedar Knolls, New Jersey**

The Special Meeting was called to order at 7:00 p.m. on July 2, 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, Michael Dugan Jr., Michael Dugan Sr., and Gary Keyser were present. Commissioner Mary Lou DeSimone was absent.

Administrator Schultz, Deputy Administrator Hark Jr., Asst. Chief Costello, FF Colin, FF Ujfalussy, and a member of the public were also in attendance.

**STATEMENT OF PURPOSE OF THE SPECIAL MEETING:** This meeting is being held for the purposes of discussing regular business of the Board. Formal action may be taken at this meeting.

**PUBLIC PARTICIPATION:** None.

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

**The minutes from the June 20, 2024 Regular Meeting were reviewed.**

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

**Commissioner Keyser made a motion to approve the minutes from the June 20, 2024 Regular Meeting, seconded by Commissioner Dugan Sr. All were in favor. Commissioner DeSimone was absent.**

**REPORT OF THE TREASURER:** Commissioner Dugan Sr. distributed the June 2024 financial reports and indicated that the District is currently slightly over budget and things are still tight. Commissioner Dugan Sr. noted that the district just made a \$35,000 deposit on the new ambulance and will need to pay about \$54,000 when the new command vehicle is delivered.

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

**CHIEF'S REPORT:** Chief Martin submitted his Bi-Monthly report on July 1, 2024. Asst. Chief Costello reported that the District responded to a recent fire and thanked the 13 compensated and volunteer members who responded along with mutual aid partners and successfully extinguished the fire. Asst. Chief Costello

reported that everyone did a great job. Asst. Chief Costello reported that the fire staff was running pretty heavy prior to this fire with a car fire in town and a structure fire in Harding.

Commissioner Keyser asked what the issue is with Engine 35 side door window handle. Commissioner Dugan Jr. reported that he has not been updated on it. Deputy Administrator Hark Jr. reported that FF Martin has indicated that it has been difficult to find the size screw needed to repair the handle. Commissioner Cornine offered to look at the handle.

Chief Martin joined the meeting at 7:06 P.M.

Chief Martin reported that there was an issue with the exhaust bracket on Ambulance 38 yesterday. Chief Martin reported that it was taken out of service, repaired the same day and put back into service.

Commissioner Keyser reported that last week there was an event at the Red Bull's practice facility and asked how the District participated in it. Chief Martin reported that the District was notified by the County that this was a high-profile event. Chief Martin reported that it involved this District, the County, the police department, the sheriff's department, and District 2. Chief Martin reported that District 3 was asked to stand-by in case of an MCI. Chief Martin reported that the event involved the public watching international soccer team practices which were supposed to last 4 days but ended after 3 days. Chief Martin that the County did the planning for the event and the District 3 role was for triage, staging and transport. Chief Martin reported that the District responded to calls within the District during the stand-by.

**EMS:** Commissioner Keyser reported that he has a lot of the necessary information from this District about sharing EMS services with District 2. Commissioner Keyser reported that he will update the Board about this in Executive Session.

**BUDGET:** Commissioner Dugan Sr. reported that the 2025 budget process will begin at the end of July 2024. Commissioner Keyser noted that the annual payment for the new ambulance will be about \$50,000. Commissioner Dugan Sr. reported that identifying the necessary expenses will be the first part of the 2025 budget process.

**PERSONNEL:** Commissioner Cornine reported that there will be an Executive Session.

**NEGOTIATIONS:** Commissioner Keyser reported that he has not officially heard back from the FMBA after the last meeting. Commissioner Cornine reported that it got back to him that there may be a stalemate and stressed the need to keep open lines of communications. Commissioner Cornine reported that there will be more discussions in Executive Session.

**LIAISON TO THE VOLUNTEERS:** Nothing to report.

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

**APPARATUS/EQUIPMENT AND MAINTENANCE:** Commissioner Dugan Jr. reported that Engine 34 is back in service after a pump repair.

**INSURANCE:** Nothing to report.

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

**WEBSITE:** Up to date.

**PLANNING COMMITTEE:** Commissioner Dugan Sr. reported that the Planning Committee tried to meet last week but was interrupted by some calls. Commissioner Dugan Sr. reported that the committee now plans to meet next week. Commissioner Dugan Sr. reiterated that the main topics for the committee are to get a price on how much it will cost to stabilize the building, what can be done with the existing building, and how the District can add some space to the building.

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

**RECORDS RETENTION:** Nothing to report.

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

**OLD BUSINESS:** Deputy Administrator Hark Jr. reported that the District received confirmation this afternoon that the new ambulance will be ready for pick up tomorrow. Commissioner Keyser asked what still needs to be put in the ambulance. Deputy Administrator Hark Jr. reported that Lt. Sulpy will get a full report from the vendor tomorrow. Commissioner Cornine asked of there was any indication about how long before it would be put in service. Deputy Administrator Hark Jr. reported that Lt. Sulpy hoped that the ambulance would be put in service in 10 days if he can get the inspection done. Commissioner Dugan Sr. thanked Deputy Administrator Hark Jr. and Administrator Schultz for working through all of the financing issues with the new ambulance.

Commissioner Keyser asked about the status of the new Command Vehicle. Deputy Administrator Hark Jr. reported that he spoke to the dealership yesterday and the vehicle is being worked on. Deputy Administrator Hark Jr. reported that the dealership hopes to have the vehicle ready for this Friday which is a week earlier than the deadline of next Friday that the District gave them.

Chief Martin reported that the SOG on Physical Fitness in the firehouse that was discussed at the last meeting is done.

**NEW BUSINESS:** Deputy Administrator Hark Jr. reported that administration came across a grant opportunity from the Gary Sinise Foundation for EMS supplies and equipment that administration would like to apply for on behalf of the District.

**REMINDERS:**

The next Regular Meeting of the Board of Fire Commissioners will be held on Thursday, July 18, 2024 at 7:00 P.M.

The next Joint Fire Prevention Board Meeting will be held on Monday, September 9, 2024 at 6:30 P.M. at the District 2 Firehouse.

**PUBLIC PARTICIPATION:** None.

**RESOLUTIONS:** None.

**EXECUTIVE SESSION:** Commissioner Cornine read Resolution 24-07-02-86 to enter into executive session. Commissioner Keyser made a motion to introduce the resolution, seconded by Commissioner Dugan Jr. All were in favor. Commissioner DeSimone was absent.

**The Board went into closed session at 7:19 p.m.**

Personnel matters were discussed, and action will be taken.

**The Board came out of closed session at 8:02 p.m.**

Commissioner Dugan Sr. made a motion to close the Firefighter/EMT application process, seconded by Commissioner Dugan Jr. All were in favor. Commissioner DeSimone was absent.

Commissioner Keyser made a motion to move forward with the application process for the Gary Sinise Foundation grant, seconded by Commissioner Dugan Sr. All were in favor. Commissioner DeSimone was absent.

**Commissioner Keyser made a motion to un-table Consolidation talks with District 2, seconded by Commissioner Dugan Sr. Commissioners Cornine, Dugan Sr. and Keyser were in favor. Commissioner Dugan Jr. was against. Commissioner DeSimone was absent.**

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

The meeting was adjourned at 8:04 p.m.

Respectfully submitted by

---

Mary Lou DeSimone, Secretary