

# *Fire District No. 3*

Township of Hanover, County of Morris

## Minutes of March 21, 2013 Work Session

Meeting Called to Order 19:00; Chairman Quirk presiding.

Pledge of Allegiance

Notice of Compliance

Roll Call –	Callas – Present	Florio - Absent
	De Nigris – Present	Quirk - Present
	Dugan - Present	

Also Present -	Chief Davidson	Pres. John O'Brien
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### Correspondence:

Comm. Quirk read into the record a letter recognizing the efforts of department members in Hurricane Sandy relief

Discussion that the efforts continue and collections are still going on

### Chief's Report:

No report

### Finance:

Comm. De Nigris reports that all materials at the auditors and it should be a few weeks before the report is done.

### Apparatus Maintenance

Chief reports that the two SUVs have been ordered, a question remains on the paint code, and delivery should be within 60 days. Boxes and light work continues to remain within budget. A valve was repaired on Truck 33 along with an electrical issue (primer)

Comm. Dugan requested status of Truck to Norman Gayle, Chief reports that it has been scheduled.

## Labor Relations

Comm. Quirk and Callas met with Chief Davidson, which they will do monthly. The meeting was productive. Discussions included performance evaluations and the BFC will evaluate the Chiefs.

## Buildings/Grounds

Commissioner Dugan reports that the stair treads should be in within the next couple of days. The lighting project requires some information then it will be ready to go. Next Tuesday work will start on the Cupola cleaning and asbestos testing.

Comm. Quirk requests that the door to the Truck bay be repaired so that it closes properly. Comm. Dugan will also have the door at the end of the hallway also will be looked at.

## Master Planning Committee:

Commissioner Callas reports that he and Comm. Dugan met with the Chief to discuss facilities and staffing. The Hazard Mitigation Plan has been submitted. Different options regarding building projects and financing were discussed. The committee feels that now would be a time to bring in Jack Purvis for a meeting.

Discussion of previous plans and that Comm. Callas will have him contacted. Comm. Quirk requests to know if there would be a consulting fee.

Comm. Callas reports that matters regarding staffing, current and future issues were discussed. At the next meeting discussions will include a membership overview and prospects for the future. The committee is in agreement in matters concerning recruitment and retention, a letter was read into the record that will go to the 2<sup>nd</sup> floor concerning this.

President O'Brien requests that the letter be forwarded as soon as possible. The Board concurs that the letter be sent right away.

Comm. Quirk reports that the letter of intent LOI for mitigation funding has been forwarded to the County.

## Inspection Night:

Commissioner De Nigris reports that the contract for inspection night was changed according to previous discussions. The contract and a check were sent in. There will be a competition this year, as last, over rig cleanliness.

## Discussion

## By-Laws:

Comm. Florio presented a by-laws change that was proposed at the last meeting concerning Article XVI, concerning appointment of officers. The suggested

changes were read into the record. Consistent with the By-Laws the proposal will be voted on at two meetings.

Insurance:

Comm. De Nigris spoke to Mr. Sino concerning current insurance plans. Mr. Sino will develop alternatives and will contact the Chief.

Discussion of previous issues concerning insurance.

EMS Billing:

Commissioner De Nigris reports that he and the Chief had spoken to Revenue Guard concerning collections, and procedures for those. Chief reports that 100 accounts were inadvertently sent to collections.

Discussion that there is a need for a policy regarding this. A sample concept has been forwarded to the Board.

Comm. Quirk reports that the Township's attorney has some concerns about the billing policy, and a case out of New York which overturned a similar policy.

Discussion

Comm. Florio questioned whether we had delinquencies. Chief reports that there are \$150K in self-pay outstanding.

Discussion on balance billing

Comm. Quirk further reports that the Mayor asserted that he knows there will be questions on the letter, not only billing but also the consolidation issue.

Discussion of calls received concerning the letter. Comm. Dugan reports on conversations that he has had with the Chief concerning this. The Chief reports on the nature of some calls concerning Medicare.

Hanover Township Day:

Comm. Quirk spoke with the Recreation commissioners and the Fire Dept. will be involved. They were provided with Lt. John Fehir's number. Pres. O'Brien reports that there are committees established concerning this matter. Comm. Quirk further reports that Recreation will be the lead agency on the day. Comm. Quirk wanted to know whether the Engine (34) would be at the day itself, or if there will be an event back here that evening. Pres. O'Brien was not certain what the plans were at this juncture.

Old Business:

Comm. Callas reports that he received a memo from the Chief concerning a delay in the website. A mission statement was read into the record that will appear on the website.

President O'Brien reports that the company's committee concerning the ownership is still in process and that the company is desirous of the Board taking ownership of the ambulances.

A/Chief O'Hare commented that the decision is beneficial for budgetary matters.

Pres. O'Brien will have a letter memorializing this decision sent to the Board.

Discussion.

New Business:

Commissioner Quirk reports that members met with representatives at Bayer today. A list of capital items was developed at Bayer's request and will be presented to Bayer once it has been prioritized. While the project is in Dist. 2, any proposal should be mutually beneficial to both districts and/or EMS.

Discussion of the list and potential dollar amounts that might be available, and how to approach the matter.

The Chief reports that he met with Chief Cortright earlier today, and that they discussed communications matters. There are fixes for the new system that are needed, which will be required at approximately \$60K, which might be an issue to approach Bayer with.

Discussion that this should be presented as a joint venture. Comm. Florio also questioned the number of radios that are proposed, and that these should also be included in the proposal.

Comm. De Nigris discussed options that they might be presented with. Further he asked the Chief to prioritize the requests which the Chief did.

Comm. Florio suggested formatting for requests. Comm. De Nigris recommended the Chief write the letter and have Comm. Florio review it. The Chief will consult with A/Chief O'Hare regarding other potential purchases.

Comm. Quirk requested A/Chief O'Hare to comment on the upcoming fundraiser (mind reader) upstairs on April 19<sup>th</sup>. The Chief will contact VFIS to see if any riders will be needed. Comm. Quirk also requests that the question of non-members on sports teams regarding insurance coverage.

Comm. Callas reports that the quarterly Fire Prevention meeting was held. A tentative schedule has been developed. There is a concept of holding a number of the meetings prior to each Board meeting on an alternating basis. There was

also a discussion of what needs to be included on the website for Fire Prevention. Comm. De Nigris will contact Vince Montanini to audit their finances.

Discussion

Public Participation

None

Resolution 13-03-21-25 a Resolution to go into executive session to discuss personnel matters.

> Out of Executive Session

Motion to Adjourn

Maker: Commissioner De Nigris  
Second: Commissioner Florio

Callas – Aye  
De Nigris – Aye  
Dugan – Aye  
Florio – Absent  
Quirk - Aye

