

TOWNSHIP OF PARSIPPANY-TROY HILLS
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 1
REGULAR MEETING
January 24th, 2024, 7:30 p.m.

1. CALL TO ORDER

The regular meeting of the Township of Parsippany-Troy Hills Board of Fire Commissioners, Fire District No.1 was called to order at 7:32 PM by Commissioner Berry at the Tarn Drive Firehouse at 909 Tabor Road, Morris Plains, New Jersey.

2. PLEDGE OF ALLEGIANCE

Commissioner Berry led the Pledge of Allegiance.

3. STATEMENT IN COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of January 24, 2024 was included in a list of meetings notice sent to The Daily Record and advertised in said newspaper on November 20, 2023, posted on the bulletin board in the Parsippany-Troy Hills Municipal Building, 1001 Parsippany Boulevard, Parsippany, New Jersey, and the Mount Tabor Firehouse, 909 Tarn Road on December 8th, 2023, and has remained continuously posted as the required notices under the statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Township Clerk and at the Mount Tabor Fire House.

4. ROLL CALL

Commissioners present: Berry, Ferdinandi, Hazel, Jamieson, Masker

Department representation: Chief Masker, Deputy Chief Crawford

5. AGENDA REVIEW

President Berry reviewed the agenda for this meeting.

6. MINUTES FOR APPROVAL

Minutes from the regular December meeting were distributed by Commissioner Hazel to all Commissioners to review prior to this meeting. Minutes from the regular December meeting were approved via a motion by Commissioner Ferdinandi, seconded by Commissioner Jamieson, and carried by unanimous vote.

7. COMMUNICATIONS RECEIVED

No communications have been received since the last meeting.

8. RESOLUTIONS:

RESOLUTION NO. 2024-1:

RESOLUTION TO AMEND THE 2024 BUDGET PURSUANT TO N.J.S.A. 40A: 14-78.3
FISCAL YEAR: FROM JANUARY 1, 2024 TO DECEMBER 31 2024.

The resolution was adopted by the following roll-call vote:

Aye: Berry, Ferdinandi, Jamieson, Hazel, Masker

Nay: --

RESOLUTION NO. 2024-2:

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES
– BOARD ATTORNEY TO PETER J. KING LLC OF KINC MOENCH & COLLINS, LLP.

The resolution was adopted by the following roll-call vote:

Aye: Berry, Ferdinandi, Jamieson, Hazel, Masker

Nay: --

9. REPORTS

i. Treasurer's Report

The Treasurer's monthly report for January 2024 declaring operating expenses of \$103,142.58 was read and distributed for all Commissioners to review.

Significant expenses included \$10,000.00 to the Mount Tabor CMA for Simpson Avenue Rent; \$9,583.88 to Deputy Chief Masker for reimbursements and incentive (including fire inspector training credits); and \$4,482.00 to Captain Roca for incentive (including fire inspector training credits).

Two deposits of \$16,666.67 for 2024 Quarter 1 EMS bay rent and \$6,693.80 from an insurance claim for damaged personal protective equipment and a damaged saw were received.

A motion to approve the Treasurer's report was made by Commissioner Jamieson, seconded by Commissioner Ferdinandi, and carried by unanimous vote.

ii. Truck Report

Tower 11 - New tower coming late July 2024.

Engine 12 - The exhaust has been repaired. Looking to spend approximately \$5,000 to expand capabilities in 2024 including more cribbing and Junkyard Dogs. Getting Quotes.

Rescue 14 - Air pump has been repaired for the 4th time. This repair seems to be holding. There is rust on all compartment doors. We will need to consider a repair quote. A quote for Engine 15's door rust was approximately \$40,000 several years ago. There is no flaking yet. Will be seeking \$1,000 for cribbing netting as part of the project for Engine 12.

Utility 16 - Would still like to pursue an \$1,800 lettering upgrade when funds are available. Also seeking to replace broken lights and faded covers as well as install a back-up camera and Auto Eject.

Preventative maintenance on all apparatus will be scheduled for February.

iii. Radio Report

Five G5 pagers were ordered. There are no other expenses planned for the 2024 radio budget. No assigned PPD Dispatch Supervisor yet. We will now see CAD alerts from PPD. ROVER and Pagers are still the official means of communication for dispatching and canceling.

The line office met and extensively reviewed and discussed dispatching options between sticking with Morris County vs switching to Parsippany PD, and at this time it was a 7-1 vote to remain on the county, regardless of the delay. We collectively feel that we are getting better service, better communication, better tracking of units, better accountability, better notes, and ultimately feel the safety of our members is in jeopardy if we switch to PPD. As a way to decrease the delay time, adding us to the PPD dispatch will give us a jump before the call is transferred to the county. That being said, we are constantly evaluating our needs and the capabilities of both dispatch centers, and if we feel that PPD rises to meet our needs, we will all happily discuss the switch again. This will remain an open discussion amongst the line officers. Other options to eliminate the delay all together are also being looked into and data is being collected to see if other dispatch options are possible to remove the delay in transferring. More info to follow as it becomes available.

iv. Insurance Report

The district covers all insurance for the association and commissioners. VFIS could split the insurance expenses between the two entities where the association pays the district back. We are told this is a common set-up. Our insurance covers the members if we're at a fire, other events happening on district property may be a concern. The question, "Is it part of a firefighting activity?" is important for understanding coverage. The board attorney will assist with determining what activities we engage in and should be covered by the Mount Tabor Volunteer Fire Department. Purchasing Report

v. Fire Prevention

There will be no open house this year. It will be replaced with the OcTABORfest event. We should have approximately \$1,000 in penalty money coming from fire prevention.

vi. Joint Board Meeting Report

No report.

vii. Chief's Report

27 Calls to date, of which approximately 30% has been mutual aid given. There was insufficient manpower for an automatic fire alarm on 1/23/24.

Upcoming Training and Events: 1/25 Mandatory Gear Check, Baselines, Fit Testing, SCBA review, and Uniform Review, 2/1 Fire Alarms Familiarization. 2/15 CEVO Video and PPT. 2/22 Mandatory RTK, Bloodborne, HazCom, Sexual Harassment Refresher.

There have been approximately 42 hours of administrative work between the Chief and Deputy Chief.

Powder Mill: \$4,350.00 quote to have the bays painted has been submitted. Rear wall seriously leaking during large rainstorms; will need repair. Need to formally contact DPW and ask them to stop salting near the concrete.

It is noted that roof repair is pending. Ceiling tile replacement should await completion of roof repairs.

Tarn: EMS bay is leaking. Heat is not working in the rear stairwell. There are several water damaged ceiling tiles. The crack in the foyer has been repaired. Need to formally contact DPW and ask them to stop salting near the concrete.

Old business: Chiefs have been actively working on updating SOP's. Shifts have been officially stopped because we didn't get consistent results of having an adequately staffed apparatus and it was too costly. Hose ordered 18 months ago finally arrived. Reporting transition to ESO is in process. Deputy Chief Crawford has taken this on with lots of headaches, setbacks, red tape, and unanswered emails.

New Business: Looking for approval to spend truck/non chiefs budget money to purchase policy management software. After the changing of Chiefs, a deeper review of policies has been done and the focus of Q1 and Q2 is to fix and add polices as needed. Purchasing software will make this easier and will store all policies in one location, they will be searchable for all members while in the field, they will allow us to have better record keeping and make sure every policy, memo, and consent form is signed by members, tracking and logging signatures. We have researched the leading service providers as well as talked to mutual aid who have them and have 2 suggestions: Lexipol (\$5,700 annually) and the PowerDMS (being \$6300 annually). This will be discussed more in person. (Timeline ASAP)

Looking for approval to spend truck/non chiefs budget money to purchase MDTs for all vehicles eventually, but starting with E12, E13, and R14. This would be the same Dell tablet in both chiefs cars, and widely used in town. This will be compatible with both CAD systems should needs change. The need for these is to have more information at the officers fingertips including preplans, addresses, maps, hazards, call info, caller info, utility mapping, report writing, vehicle info, EV vehicle info, hydrant mapping, ISO points for GPS tracking, etc. The tablets are \$2,600 and the installation (including docking station, antenna, mount) is \$2,200 as quoted in October.

Looking for approval to spend truck/non-chiefs budget money to purchase 3 new AEDs for Car18, Car 19, and R14. We realized these first arriving units are not equipped for

what they will potentially roll up on or be first at a scene for. The one for R14 is specifically for RIC purposes should we beat the ambulance. We also need replacement pads for the in-service units on the engines for \$800 as well as a waterproof case for the one for R14 for \$200, for a Grand total of \$4600, including a \$900 discount on the AEDs because they are on sale. The sale ends 1/31/24.

Increased FDIC cost for more training, \$2500 years past to now \$3800

Policy Questions and Clarification: Backing Apparatus, Pulling MVC records, Motor Vehicle Release Form, HIPPA release for medical information and yearly physical requirements?

The commissioners expressed support for the Chief's office to create apparatus driving policies as well as maintain adequate records and controls with respect to motor vehicle and medical information with Commissioner's attorney support as needed.

The commissioners expressed support to continue to offer an annual physical to existing members as well as have members go to their personal physician for annual checkups if they prefer.

Billing for fire calls proposal would include: \$500 or more per MVC, \$500 or more for all commercial AFAs. \$5,000 or more for all fires. There would be no fee for all residential calls except fires and calls with large expenses. The intent would be to have insurance cover these fees. If not, residents would not be rebilled, similar to EMS.

"Sufficient manpower" for 2024 will be defined as a minimum of 1 driver, 1 officer, and 2 interior fire fighters on 1 engine. Anything less than that will be documented as an insufficient crew. This excludes mutual aid and chief officers.

Powder Mill heights is facing financial penalties for not maintaining life safety systems.

10. INVITATION FOR PUBLIC COMMENT

A member of the Mount Tabor Volunteer Fire Department will attend commissioner meetings. Larry Zeh is the department representative.

11. APPROVAL OF BILLS PAYABLE

A motion to pay pending bills was made by Commissioner Ferdinandi, seconded by Commissioner Jamieson, and carried by unanimous vote.

12. EXECUTIVE SESSION

No executive session took place at this meeting.

13. OLD BUSINESS

A member of the Mount Tabor Volunteer Fire Department will attend commissioner meetings. Larry Zeh is the department representative.

14. NEW BUSINESS

Motion to approve up to \$6,600 to modify Engine 12 to include more cribbing and Junkyard Dogs as well as modify the cribbing netting on 14 is made by Commissioner Hazel, seconded by commissioner Jamieson seconds, and carried by unanimous vote.

A motion to approve up to \$4,100 for improvements to Utility 16, including warning lights upgrades, charging auto-eject system installation, reverse warning and graphics was made by Commissioner Jamieson, Seconded by Commissioner Masker, and carried with the support of President Berry. Commissioners Ferdinandi and Hazel voted against this motion.

A motion to approve up to \$5,000 to paint the bays at Powder Mill was made by Commissioner Jamieson, Seconded by Commissioner Hazel and carried by unanimous vote.

\$800 has been spent on roof testing to address the EMS bay leak and stained ceiling tiles. A quote on repairs will follow.

It is noted that MDTs may improve our ISO rating given their GPS tracking capabilities.

Motion to purchase and install MDTs for 12 and 13 as described in the Chief's report is made by Commissioner Jamieson, seconded by Commissioner Masker. A vote on this was tabled.

A motion to procure AEDs for 18, 19 and 14 as described in the Chief's report was made by Commissioner Jamieson, seconded by Commissioner Ferdinandi and carried by unanimous vote.

A motion to evenly split the costs of purchasing uniform boots and sneakers for the 42 member roster at an expected total per member cost of \$250-300 with the Mount Tabor Volunteer Fire Department is made by Commissioner Masker, seconded by Commissioner Jamieson and carried by the support of Commissioners Berry and Hazel. Commissioner Ferdinandi voted against this motion.

A motion to adjourn at 9:59 PM was made by Commissioner Hazel, seconded by Commissioner Berry and carried by unanimous vote.

Respectfully Submitted,

Gerard Hazel

Commissioner