

APRIL 9, 2012

The regular monthly meeting of the BOARD OF FIRE COMMISSIONERS of the FLORENCE TOWNSHIP FIRE DISTRICT NO. 1 was held on the above date at 18:30 with Commissioner Bauer presiding. We saluted the flag, the "Sunshine Statement" was read, and roll call was taken.

ROLL CALL: Present – S. Arnold, C. Bauer, A. Miller, C. Sklodowski
Absent – W. Rzomp

Minutes of the previous meetings (March 12, 2012)

A motion was made by Commissioner Arnold, seconded by Commissioner Sklodowski to approve the minutes of the March 12, 2012 meeting as printed and distributed. Motion carried.

AUDITORS REPORT: (Rob Inverso)

1. All is in order.

SOLICITOR: Robert Gaskill

1. Nothing for open session.

BATTALION CHIEF/BUSINESS MANAGER REPORT: B/C Mullen submitted report via email.

1. Commissioner Miller has a couple items for closed session.

BUREAU OF FIRE PREVENTION: FM Richardson's report submitted via email:

EMS REPORT: B/C Popso's submitted report via email:

1. Commissioner Arnold asked that there be a little more detail in his report because of an issue that came up last month during the open session. They would like to have response times for second rig calls and mutual aid included in the report.

COMMITTEE REPORTS:

Insurance: BC Mullen reported:

1. Carolyn Taylor submitted an equipment claim for reimbursement from the April 8th fire for equipment that was damaged. FM Richardson reported that an air pack, gear, some tools, and a lapel microphone were damaged.
2. A worker's compensation claim was also submitted.

Purchases:

- 1 3875 WB Mason (Office Supplies) - \$820.00
- 2 3876 Florence Medical (Physical) - \$250.00
- 3 3877 Henry Schein (EMS Supplies) - \$475.00
- 4 3878 A-2-Z Emblems (Station wear) - \$150.00
- 5 3879 Grainger (Supplies) - \$400.00
- 6 3880 Central Jersey Equipment (Saw) - \$1300.00
- 7 3881 Staples (Office Supplies) - \$250.00
- 8 3882 WB Mason (Office Supplies) - \$150.00
- 9 3883 Steinmanns (Repairs) - \$150.00
- 10 3884 Florence Medical (Physical) - \$250.00
- 11 3885 CDW Computer (Computer supplies) - \$450.00
- 12 3886 BCIT (Training) - \$80.00
- 13 3887 BCIT (Training) - \$80.00
- 14 3888 WB Mason (Office Supplies) - \$90.00
- 15 3889 Billows Electric (Supplies) - \$750.00
- 16 3890 Ferguson (Supplies) - \$
- 17 3891 Henry Schein (EMS Supplies) - \$700.00
- 18 3892 CDW Computer (Computer Supplies) - \$150.00

Policy:

1. In old Business, the second and final readings.

Training: Marc Stranko submitted his report via email.

Truck/Equipment/Building: Brian Richardson submitted report via email

Fire Company Liaison: Commissioner Arnold reported:

1. The fire company is working with Al Jacoby to put stone out back for better drainage. Mr. Jacoby submitted a quote for materials not to exceed \$900.00. The district will pay for the materials and the fire company will do the work. Stone will also be placed up against the building, around the air conditioner units on both sides in addition to the back of the building where it's difficult to mow the grass.
A motion was made by Commissioner Arnold and seconded by Commissioner Miller to approve Al A. Jacoby to purchase materials not to exceed \$900.00.
Motion carried.
2. Everything with the parade is moving forward very well.
3. The fire company purchased tickets for retired Police Chief Fazekas' dinner for the company officers, some of the trustees, and the fire department line officers to attend. Commissioner Arnold thanks the fire company for doing this.
4. The calendars were all distributed. Nice job!

Information Technology Report: Todd Estelow submitted report via email.

1. Todd Estelow reported one change to the quote for the anti-virus software. It is \$832.00 instead of \$1,264.00. Commissioner Miller questioned if this software would stop all of the trash that is coming through. Todd explained it does not handle spam, and that he put a new firewall in the end of last week that will stop the spam from coming through.
2. Commissioner Bauer had a question on one of the quotes. Todd explained one is for the anti-spam and the other one is the quote for ESRI, the license for the arc map for GIS. It is a one-year contract. Solicitor Gaskill commented that the contract does not say what it is or explain what you are getting for your money.
3. Commissioner Arnold inquired about the server shut-down. Todd said it went ok but had some problems with the firewall going in.
4. Quickbooks still needs to be set up for multi-user session.

Radio:

1. Pager update – Chief Scully reported that he is working with B/C Mullen. They are communicating with a company out west that can reprogram pagers. There is a filter within the pager that has to be changed from wide band to narrow band. Lt. Wargo will be getting a list together of what needs to be repaired for B/C Mullen. Chief Scully asked B/C Mullen to purchase 3 or 4 revamped pagers that were around \$185.00 each to use while we are sending 4 or 5 pagers out at a time to be reprogrammed. The Minitor III's and IV's are supposedly able to be updated to narrow banding via a filter within the circuit board, in addition to the Minitor V's. There is no way to test the updated pagers until January 1st, 2013 when narrow banding goes live.

APPLICATIONS FOR MEMBERSHIP:

1. None.

COMMUNICATIONS:

1. Commissioner Arnold reported he received a letter from the Exempt Association inviting the Commissioners to the Exempt Firemen's Convention that will be held at the Florence High School on June 2, 2012. Commissioner Bauer also received a letter cordially inviting him to address the convention.
2. Commissioner Arnold reported he received a communication from the Chief requesting a waiver on the Vehicle Usage policy which will be brought up under new business.

PRESENTATION OF BILLS

1. A motion was made by Commissioner Miller, seconded by Commissioner Arnold that we approve to pay the bills as presented. Motion carried.

TREASURERS REPORT:

1. A motion was made by Commissioner Arnold, seconded by Commissioner Miller to approve the treasurer's report as printed and distributed. Motion carried.

OLD BUSINESS:

1. POL 320 Minimum Training for Officers – Second reading. Commissioner Bauer opened the meeting to the public for discussion. There were no comments and the meeting was closed to the public.
A motion was made by Commissioner Miller and seconded by Commissioner Arnold to adopt POL 320 Minimum Training for Officers. Roll call vote: Commissioner Arnold-Yes; Commissioner Bauer-Yes; Commissioner Miller-Yes; Commissioner Rzomp-absent; Commissioner Sklodowski-Yes. Motion carried 4-0.
2. POL 270 Incentive Plan – Second Reading. Commissioner Bauer opened the meeting to the public for discussion. Leon Hughes asked what the changes were. Commissioner Arnold explained Fire Police were not eligible for the incentive plan in the past because of no training attendance. The change gives Fire Police their own category and different training requirements that the Chief will address, so that all Fire Police are now eligible for the incentive plan.
A motion was made by Commissioner Miller and seconded by Commissioner Arnold to adopt POL 270 Incentive Plan. Roll call vote: Commissioner Arnold-Yes; Commissioner Bauer-Yes; Commissioner Miller-Yes; Commissioner Sklodowski-Yes. Motion carried 4-0.
3. POL 440 Medical and Wellness Program – Second Reading. Commissioner Bauer opened the meeting to the public for discussion.
A motion was made by Commissioner Miller and seconded by Commissioner Sklodowski to adopt POL 440 Medical and Wellness Program. Roll call vote: Commissioner Arnold-Yes; Commissioner Bauer-Yes; Commissioner Miller-Yes; Commissioner Sklodowski-Yes. Motion carried 4-0.
4. Mutual Aid Grid Change – Commissioner Arnold reported that he and Commissioner Rzomp met with Chief Scully, B/C Popso, and Captain Estelow to discuss and address the concerns that were brought up to the Board at the last meeting by Mr. Michael Maloney from Tall Pines concerning the change in mutual aid. Commissioners Arnold and Rzomp were satisfied with the reasoning for the mutual aid switch with the agreement that response times for mutual aid and 2nd rig calls be monitored very closely. If there is a problem, they will re-visit the grids. Commissioner Arnold will send a letter to Mr. Maloney letting him know that the Board has investigated his concern and it will be monitored closely. Commissioner Miller requested that a draft copy be reviewed by the Board prior to mailing.

NEW BUSINESS:

1. Contract with ESRI – Holmatro rescue tools service agreement. FM Richardson reported this is the annual contract that covers servicing and testing of the equipment, and covers the equipment for call-out. If a tool breaks while on a call,

they repair the tool vs. us paying a lot of money to repair the tool.

A motion was made by Commissioner Miller and seconded by Commissioner Arnold to approve the contract with ESRI. Motion carried.

2. Contract with Continental Fire & Safety service agreement for cascade system – PEOSHA requirement. FM Richardson reported that covers the servicing of the air compressor and the quarterly air samples.
A motion was made by Commissioner Arnold and seconded by Commissioner Miller to accept the contract with Continental Fire & Safety. Motion carried.
3. FEMA Fire Prevention Grant – Updated/new Sparky. FM Richardson reported the new grant is open and we need permission from the Board to pursue the grant.
A motion was made by Commissioner Arnold and seconded by Commissioner Miller to pursue the FEMA grant to upgrade Sparky. Motion carried.
4. Florence Township Boat Ramp – Acquire old boat ramp from the Township for free. Commissioner Bauer reported that an informal request was made and that we send a letter to the Township requesting one of the old ramp/floats giving us more space to utilize our rescue boat and any training that occurs down their. It will be tied in with the Yacht club ramp(s) and they will maintain it. Solicitor Gaskill recommends that B/C Mullen check with our insurance company about liability. A discussion ensued on insurance liability and ownership. It was decided to put this on HOLD for now.
5. Commissioner Arnold reported that he and Commissioner Bauer are the only two going to Chief Fazekas’s dinner and both declined reimbursement. Commissioner Arnold would like to offer five tickets to Chief Scully to select some members that may be interested in attending.
A motion was made by Commissioner Arnold and seconded by Commissioner Sklodowski to allow Chief Scully to purchase five tickets to Chief Fazekas’s dinner. Motion carried.

MEETING OPEN TO THE PUBLIC:

A motion was made by Commissioner Arnold, and seconded by Commissioner Sklodowski to open the meeting to the public. Motion carried.

Mr. Michael Stranko questioned if we are entering into the contract for the software license that did not make any sense. Solicitor Gaskill replied, yes. It is a contract for a license that we have entered into year in and year out, since 2004. It’s a renewal for the license for the GIS. We have the service, we have the software. Next year we will ask them to add a sentence or two to make it state what it is for.

A motion was made by Commissioner Sklodowski, and seconded by Commissioner Arnold to close the public portion of the meeting. Motion carried.

CLOSED SESSION:

A motion was made by Commissioner Miller and seconded by Commissioner Arnold that the closed session portion of our meeting be carried over to the workshop meeting being held on the 23rd of this month. Motion carried.

GOOD OF THE BOARD:

1. Commissioner Arnold stated that he was extremely proud of Chief Scully, B/C Taylor, B/C Popso, and everybody that was involved with the fire the other night. He is extremely proud not only to be a member, but as a commissioner, and as a resident of Florence Township. With what you were faced with, you all were outstanding. A special thank you went out to Chief Scully.
2. We had a moment of silence for our fallen firefighters from Philadelphia, and the people we lost the other night.

ADJOURNMENT:

A motion was made by Commissioner Arnold seconded by Commissioner Miller to adjourn the meeting. Motion carried.

Respectfully submitted,
Carolyn Taylor