

May 14, 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, W. Rzomp, C. Sklodowski
Absent – None

Minutes of the previous meetings April 9 and April 23, 2012

A motion was made by Commissioner Rzomp, seconded by Commissioner Miller to approve the minutes of the April 9 and April 23, 2012 meetings as printed and distributed. Motion carried.

AUDITORS REPORT: (Rob Inverso)

1. B/C Mullen reported the audit has been published and sent to DCA as required by law. We are done for the year.

SOLICITOR: Robert Gaskill

2. Nothing for open session.

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

1. The grant amendment took 6 weeks for 3 paragraphs. He and Todd are working on quotes to get everything ordered. The electronics are all ordered. The items that have graphics they are getting 3 quotes and then order them as well. Everything is covered under the grant.

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

1. FM Richardson reported we have had 2 dwelling fires this past month and there has been a considerable amount of follow-up with both of them.
2. Ten inspections were completed.
3. He attended a few meetings.
4. We are planning to go to the Roebing School with the trucks because the event was rained out in the fall. Several attempts were made to reschedule but it just got washed out.
5. He is working on updating the ordinance for the Bureau of Fire Prevention. Once he has the recommended changes, he will bring them to the Board and then go to the Township to get them implemented.

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

COMMITTEE REPORTS:

Insurance: BC Mullen reported:

1. We did submit a claim for damaged equipment from the fire on Easter Sunday. Some of the purchase orders will have no amounts listed because we don't know what the amounts are as of yet. This claim is almost completed and the insurance company is cutting the check.
2. We also had a worker's compensation claim that has been approved. It is not closed yet, and we are now getting the bills in.

Purchases:

- 1 3893 WB Mason (Office Supplies) - \$132.25
- 2 3894 Mid-State (Radio Parts) - \$
- 3 3895 Continental Fire & Safety (Turn out gear) - \$2683.50
- 4 3896 CDW Computer (Computer supplies) - \$832.00
- 5 3897 Continental Fire & Safety (Supplies) - \$885.00
- 6 3898 Virtua Health EMS (Training) - \$130.00
- 7 3899 Florence Medical (Physical) - \$250.00
- 8 3900 Burlington County ESTC (Training) - \$55.00
- 9 3901 Burlington County ESTC (Training) - \$0.00
- 10 3902 Burlington County ESTC (Training) - \$80.00
- 11 3903 Burlington County ESTC (Training) - \$0.00
- 12 3904 Burlington County ESTC (Training) - \$175.00
- 13 3905 Burlington County ESTC (Training) - \$55.00
- 14 3906 Florence Medical (Physical) - \$250.00
- 15 3907 Florence Medical (Physical) - \$250.00
- 16 3908 Dell Marketing (Computer Supplies) - \$50.00
- 17 3909 Continental Fire & Safety (Supplies) - \$940.00
- 18 3910 Florence Medical (Physical) - \$250.00
- 19 3911 United Communications (Repair pagers) - \$540.00
- 20 3912 WB Mason (Office Supplies) - \$657.37
- 21 3913 State of New Jersey (Training) - \$45.00
- 22 3914 Carrot Top Industries (Flags) - \$450.20
- 23 3915 Northern Tool (Shelving) - \$900.00
- 24 3916 Ferguson (Plumbing supplies) - \$170.00
- 25 3917 Staples (Office Supplies) - \$72.00
- 26 3918 Central Jersey LLC (Supplies) - \$373.96
- 27 3919 Matts Window Tinting (Automotive) - \$200.00
- 28 3920 Virtua Health EMS (Training) - \$250.00
- 29 3921 Atlantic Tactical (Uniforms) - \$2500.00
- 30 3922 Florence Medical (Physical) - \$250.00
- 31 3923 Florence Medical (Physical) - \$250.00

- 32 3924 Florence Medical (Physical) - \$250.00
- 33 3925 Fire Fighters Equipment Company (Repair SCBA) - \$
- 34 3926 CDW Computer (Grant purchase) - \$7150.00

Policy:

- 1. None.

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 stone has been put down.
- 2. The trustees are re-evaluating the room rental policy due to some issues that recently came up.
- 3. Everything is moving forward with the parade.

Information Technology Report: Todd Estelow submitted report via email.

- 1. The phone line was down. FM Richardson reported Todd is getting quotes from Comcast to replace the phone, T1, and the internet. No one has come out that requires a site survey and it will probably be a couple of months to have that done.
- 2. Commissioner Arnold received the requested list of office supplies that were ordered over the last 9 months. He will review it and have more information for next month.

Radio:

- 1. Pager update – B/C Mullen reported we recently sent out 6-7 Minitor III's and IV's to get repaired and narrow banded. Originally we were told the III's and IV's were unable to be narrow banded, but apparently can be. We may order 4 more reconditioned ones if these come back fine. Then we will have a pool of pagers that have been narrow banded and it will be a lot cheaper than ordering new Minitor V pagers, because it's a little more than half the cost.

APPLICATIONS FOR MEMBERSHIP:

- 1. Justin Buffington for active membership and Justin Riley for explorer. B/C Mullen reported both Larry and Justin Buffington will be attending fire school in the fall.
A motion was made by Commissioner Arnold and seconded by Commissioner Miller for the applications to take their usual course. Motion carried.

COMMUNICATIONS:

1. Commissioner Arnold read aloud a letter he received that was addressed to the Mayor and then passed down to us commending FM Richardson and the department on their commitment on fire safety in reference to the smoke detector and battery replacement program. Brian has gone well above and beyond the required duties of the program and needs to be recognized for the special care he takes for the residents of Florence Township. The letter was written by Bernard S. Rosenberg. Kudos to FM Brian Richardson.

PRESENTATION OF BILLS

1. A motion was made by Commissioner Arnold and seconded by Commissioner Rzomp to approve to pay the bills as presented. Motion carried.

TREASURERS REPORT:

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

OLD BUSINESS:

1. B/C Mullen reported the FEMA Fire Prevention Grant for an updated Sparky has been submitted.
2. B/C Mullen reported the FEMA SAFER Grant amendment has been approved and are in the process of ordering all of the items in the amendment.
3. Purchase of Class A uniforms – Chief Scully reported that Atlantic Tactical, the same company who is doing the career staff uniforms, priced the Class A uniforms at \$300 to \$350.00 per uniform which is \$150.00 less than Samzie's, where we usually got them. This includes the bell cap, jacket, shirt, pants, shoes, and belt. B/C Mullen reported the turn-around time is about a month and that they are stock items. Chief Scully reported the chest badges are \$34.00 and we still have 4 left in stock; and the hat badges are \$15.00 each. They take about 2-3 weeks to come in and he does not know how many badges he needs to order at this time. He reported 10 peoples have committed to the parade and need Class A uniforms.

A motion was made by Commissioner Arnold and seconded by Commissioner Miller to approve the purchase of 10 Class A uniforms for the Member's Committee to the parade. Motion carried.

NEW BUSINESS:

1. Purchase of vent saw not to exceed \$1,400.00. B/C Mullen reported it is the identical saw we previously purchased and has the identical specs so that we will have 2 reliable vent saws.
A motion was made by Commissioner Miller and seconded by Commissioner Sklodowski to approve Brian to purchase of a vent saw, identical to the one we have now, not to exceed \$1,400.00. Motion carried.
2. Approval to send 4 members to the Baltimore Firehouse Expo for training not to

exceed \$4500.00. B/C Mullen reported in the past few years the chiefs have selected 4 individuals to go down for valuable training. It is pretty cost effective in comparison to sending them to FDIC. There has been positive feedback in the past and there is interest from the membership inquiring if we were doing this again this year.

A motion was made by Commissioner Rzomp and seconded by Commissioner Miller to approve the \$4,500.00 and the chief to select 4 members to attend the Firehouse Expo in Baltimore. Motion carried.

3. Approval for EMS Charts – download of times from CAD. Costs are \$250.00 set-up fee plus \$32.00 per month. B/C Mullen reported this will take the times from Central and automatically put them into their charts. Chief Scully reported we currently do this with the Firehouse software for the fire reports. There was a short discussion on the accuracy of the CAD download times and the benefits. A motion was made by Commissioner Rzomp and seconded by Commissioner Arnold to approve \$250.00 for the initial set-up and \$32.00 per month for the CAD system for EMS Charts. Motion carried 4-1.
4. Approval for phone reimbursement for B/C Taylor and Lt. Wood. B/C Mullen reported instead of getting department phones, the officers receive a phone stipend which is much cheaper. The chief's and the EMS officers receive the \$30.00 a month stipend and this fell through the cracks when Captain Taylor moved to B/C, and Lt. Wood became an EMS officer. Solicitor Gaskill mentioned to keep in mind that all their phone records can be subject to be subpoenaed. This was discussed at length last year.
A motion was made by Commissioner Arnold and seconded by Commissioner Miller to approve B/C Taylor and Lt. Wood to receive the \$30.00 per month phone stipend. Motion carried.

MEETING OPEN TO THE PUBLIC:

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

1. Mr. Michael Stranko questioned if the request from the Exempt Association for \$500.00 for the grave markers was ever approved, and was a check ever issued? B/C Mullen reported yes, it was approved at the April workshop meeting and has already been paid.
2. Ms. Sharon Feldstein stated she requested to be sent to a Fire Officer I class and requested to go out of state because of her work schedule. She was unable to find a summer or a weekend class at any academy in New Jersey. She reported she was denied and she understood that it was very costly. She then had requested if the company would pay for a portion of it, even if it is what it costs to take the comparable course in New Jersey. Commissioner Miller asked what the out of state cost was opposed to the New Jersey cost. Ms. Feldstein replied it is very expensive, it's \$640.00 compared to \$55.00 at Burlington County. She stated at first she was told that maybe she may get reimbursed what Burlington County charges, and then she was told she would not get reimbursed at all. Ms. Feldstein stated she then met with Chief Scully and B/C Mullen and was told they would

think about it over the weekend. Today she emailed B/C Mullen asking if a decision had been made and was told they would meet this evening. Ms. Feldstein stated she then asked B/C Mullen if she could at least have a decision if the paperwork would be signed if she paid for the course out of her own pocket, and to let her know before this Commissioner's meeting because if she had to wait to bring it up at the next Commissioner's meeting, she would miss the registration date for the course. With the registration fee, the hotel fee, plus the travel, she is putting out at least \$1,000.00 out of her pocket to further her education. Commissioner Miller asked what the hotel fee was for. Ms. Feldstein said to stay there, it's in South Carolina. Commissioner Miller asked why you are going down to South Carolina to take the class. Ms. Feldstein explained that she gets up at 04:00 in the morning to go to work and all of the academies in New Jersey are night classes. So she is asking that at least the company will sign off on the registration so that she can pay for the course out of her own pocket and go. Commission Bauer suggested they hold this for closed session. Commissioner Miller asked what the curriculum is. Is it the same identical stuff that Burlington County provides? Ms. Feldstein stated it is actually a little longer. It is 56 hours. Commissioner Miller stated his only concern is, if the curriculum that South Carolina is providing accepted in the state of New Jersey. Ms. Feldstein stated she spoke to Greg Kirkham at the state and advised her that the training will be accepted, that she will just have to take the New Jersey test when she gets back. It will qualify her to certify in New Jersey, and South Carolina is an IFSAC state so it will certify her in 41 other states. Commissioner Miller asked if she was just going down to take this class on your own time. Ms. Feldstein replied yes. Commissioner Miller asked because New Jersey or close, or surrounding areas is not being (cut off). Ms. Feldstein answered yes, and that she checked Bucks County and they are not offering it in the summer, and besides that, they won't take her New Jersey certification as prerequisites. Commissioner Miller asked if this is because class isn't at night or just the expansion of the class. Ms. Feldstein replied it's because she was looking for weekend or summer because the classes at night go till 11:00 pm, and she gets up at 04:00 am to go to work. Commissioner Miller stated it doesn't matter where you go, Middlesex, Mercer, or Burlington, they are (cut short). Ms. Feldstein added for Fire II she went up to Morris County and took it in the summer so that she could avoid that problem. Commissioner Miller asked what the registration cost. Ms. Feldstein replied, down there, \$640.00. Commissioner Miller asked what she was going to pay out of her pocket and what she was asking the District to pay for. Ms. Feldstein said she would pay whatever the difference is from whatever the District would cover. And if she had to pay the whole thing, she would but she still needs a signature from a chief or representative in order to register for the class. Commissioner Miller stated he understands at Burlington County its \$55.00 because it's a resident's requirement. Commissioner Bauer confirmed that she would be willing the pay the difference between \$55.00 and whatever the cost is down there out of her own pocket. Ms. Feldstein stated yes. The Commissioners stated that they would further discuss this in closed session and requested Ms. Feldstein to stay for the end of the meeting.

A motion was made by Commissioner Arnold, and seconded by Commissioner

Sklodowski to close the public portion of the meeting. Motion carried.

CLOSED SESSION:

A motion was made by Commissioner Sklodowski and seconded by Commissioner Arnold to go into the closed session portion of the meeting. Motion carried.

OPEN SESSION:

A motion was made by Commissioner Sklodowski and seconded by Commissioner Miller to go back into regular session. Motion carried.

A motion was made by Commissioner Miller and seconded by Commissioner Sklodowski to authorize the Chief to send Sharon Feldstein out of state for a Fire Officer's program in South Carolina on the agreement her expenditures will be covered not to exceed the amount of \$210.00, which is the out of county registration fee for the state of New Jersey. Ms. Feldstein is to pay all other expenditures on her own, and with no reimbursement. Motion carried.

GOOD OF THE BOARD:

1. B/C Mullen reported that he did the resolution for the workshop and inadvertently made it for next Monday which is the Fire Company Meeting, because the following Monday would be Memorial Day. Commissioner Bauer there won't be a Workshop meeting this month. B/C Mullen will cancel the Workshop meeting.

ADJOURNMENT:

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

Respectfully submitted,
Carolyn Taylor