

May 13, 2013

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING May 13, 2013

Board Chairman William Rzomp called the regular meeting of the Board of Fire Commissioners of Florence Township Fire District No. 1 to order at 6:30pm. After saluting the flag, the following statement of compliance with the New Jersey Open Public Meetings Act was read by the chairman:

“This meeting is being held in accordance with the New Jersey Open Public Meetings Act. Notice of this meeting has been sent to and published in the Burlington County Times and the Register News. It has also been posted at the township municipal building and on the fire district’s website.”

ROLL CALL: Present – S. Arnold, C. Bauer, B. Mayer, W. Rzomp
Absent – R. Roberson

Also in attendance were Solicitor Gaskill (arrived late), Chief Scully, B/C Taylor, and FM Richardson.

Minutes of the previous meetings: (April 8 and April 22, 2013)

A motion was made by Commissioner Arnold, and seconded by Commissioner Mayer to approve the minutes of the April 8th and the April 22, 2013 meetings as printed and distributed. Motion carried unanimously.

AUDITORS REPORT: (Rob Inverso)

1. Commissioner Rzomp reported we received the auditors report about two weeks ago, and under New Business we have a resolution to accept the auditors report for 2012.

SOLICITOR: Robert Gaskill

1. Resolutions for under New Business.

BATTALION CHIEF/BUSINESS MANAGER REPORT:

1. No report – on 3 week leave of absence.

BUREAU OF FIRE PREVENTION: Marc Stranko submitted report via email.

1. Commissioner Rzomp reported that Marc is up to date and doing very well with all the inspections; The state put their on-line inspection software (RIMS) on hold; and Firehouse Expo is coming up.
2. Commissioner Rzomp asked Chief Scully if he had any recommendations for them. People have been sent in the past. Last year it was approved, but nobody went. Chief Scully will post something out there for the Expo and see what happens.

CHIEF REPORT: Keith Scully submitted his report via email.

1. Commissioner Rzomp questioned Chief Scully the reason for being the EMS Duty Officer. Chief Scully will speak to him in private.

(Note: Solicitor Gaskill just arrived at 06:35 and we went back to the Solicitors report.)

COMMITTEE REPORTS:

Personnel:

5-Year Planning:

1. Commissioner Rzomp reported the next meeting is on May 23rd.

Insurance:

1. Carolyn Taylor reported there was one worker's compensation claim submitted and it was and opened and closed case.

Purchases: Commissioner Rzomp reported:

1. Carolyn Taylor sent list via email.
2. A revised bill list was also distributed.

Policy:

1. Sections 100 through 200 are still being reviewed. Commissioner Mayer reported that she spoke with Al Jacoby was unable to work on them for this meeting, and that he will work with Chief Scully and BC Mullen to get things together for the next meeting.

Training: Marc Stranko submitted his report via email.

1. The CPR for Instructors is waiting for some curriculum changes. BC Taylor reported the ESTC will be running an open enrollment instructor training program that is tentatively scheduled for the end of June. The department should be able to send more than enough people to more than meet our needs, and there is also some share services type things we can do with the training center to dramatically save the fire department cost.

Truck/Equipment/Building: Brian Richardson is on medical leave.

1. Commissioner Rzomp reported tires were purchased for the FM car. BC Taylor's car is next and then BC Mullen's car after that.
2. Chief Scully and Trustees Toby Houseworth and Stephen Fazekas met with an electrician to go through the building for a quote on needed items.
3. Chief Scully has quotes for 4012's muffler.
4. All PM's done on the trucks.

Fire Company Liaison: Commissioner Rzomp reported:

1. Commissioners Rzomp and Mayer met with the Executive Board and Trustees and they reviewed the company contract, and also discussed ways to more empower the company in

whole instead of everything funneling back through the Commissioners. They want the Trustees and the members of the Company to maintain the building using the Commission for financial items. They would like to Company to come to the Commissioners stating “This is broke, here are the quotes, and this is what we want to get done.” This will put it back into the hands of the Company, the way it should be, and hopefully this will boost the morale. It will define lines of who is taking care of the building.

- 2. The Company contract will be discussed in closed session.

Information Technology Report: Todd Estelow submitted report via email.

- 1. Commissioner Rzomp report that Todd was working on the fax line issue again and getting it resolved.
- 2. He has been working on the web page. The trucks have been added to it.

Finance Committee:

- 1. Commissioner Rzomp reported the ambulance bid will be discussed in closed session.

Radio:

- 1. Chief Scully reported that nothing has been done with the second half of the radios. He has a quote but nothing has been done yet.
- 2. Chief Scully reported that all the pagers are in. They are being programmed and they should be completed by the middle of June as per B/C Taylor.
- 3. B/C Taylor and Captain Wargo are working on a policy for the dispatch for the storm policy that Central Communications put out, and programming criteria that the members want to pick from.

Incentive Committee:

- 1. Commissioner Arnold reported they are still trying to schedule their next meeting. It should be within the next two weeks.

APPLICATIONS FOR MEMBERSHIP:

- 1. None

COMMUNICATIONS:

- 1. Commissioner Mayer reported she received a thank you letter from Bob Gaskill and his family in which she read aloud.

PRESENTATION OF BILLS

- 1.

Bills List dated 05/10/2013	\$20,500.94
Additional Bills	
Adams Fire Protection (gas detectors)	\$3,226.65

Motorola Solutions, Inc. (paggers)	\$18,068.00
Verizon	\$4.82
W.B. Mason Co., Inc.	\$463.47
Sub Total	\$21,762.94
Total Payment	\$42,263.88

A motion was made by Commissioner Mayer and seconded by Commissioner Arnold to approve to pay the bills as received. Motion carried unanimously.

TREASURERS REPORT:

- The following report was submitted by the Treasurer for approval.

Treasurers Report – Period Ending April 30, 2013	
Beginning Cash Balance	\$ 222,364.48
Cash Receipts	\$ Unknown*
Cash Disbursements	\$ Unknown*
Ending Cash Balance	\$ Unknown*

* Numbers were not available due to B/C Mullen's medical leave.

A motion was made by Commissioner Arnold and seconded by Commissioner Mayer to accept the treasurer's report. Motion carried unanimously.

OLD BUSINESS:

- Authorization of Chief Scully for expenditures up to \$1,000.00 for emergency repairs in the event B/C Mullen is not available.

A motion was made by Commissioner Mayer and seconded by Commissioner Arnold to authorize Chief Scully for expenditures up to \$1,000.00 for emergency repairs in the event B/C Mullen is not available. Motion carried unanimously.

NEW BUSINESS:

- Surplus Equipment** – Chief Scully is updating the list for the Board. Some items they will be keeping such as rope and karabiners. They would like to make these items surplus and then donate the confined space equipment, rope, the high and low angle equipment that we no longer train with that was on the ladder truck to the County OEM, which in turn will give it to the Technical Rescue Team for the County. Chief Scully has spoken to both Chief King and Chief Schooley about the equipment.
- New 4082 Update** – Chief Scully reported he and Stephen Fazekas went down to VCI and met with Paul Hageman. He signed the Power of Attorney over them to do the titling, etc. Commissioner Mayer is going to handle the financing portion with Paul in the next day or two depending on what the Board decides tonight. It is in the paint shop and it will look as much as it can like 4081 does depending on how the box set-up is with the lettering. The

coloring scheme and the lettering will be the same. The chevron on the back will be slightly brighter but will still be the “U” shape. Chief Scully will be taking the old 4082 out of service in the next week or so to get all the radios removed and wired into the new ambulance. He will also be contacting Chief Ekelburg from Station 909 to make arrangements for coverage in case 4081 goes down while all this is being done. We should have delivery the first or second week in June.

3. **RESOLUTION 2013-17 RESOLUTION OF THE FLORENCE TOWNSHIP FIRE DISTRICT NO. 1 FOR THE AUDIT DATED DECEMBER 31, 2012**

Commissioner Mayer read aloud Resolution 2013-17 accepting the Auditor’s report for 2012. A motion was made by Commissioner Arnold and seconded by Commissioner Mayer to approve Resolution 2013-17 Resolution of the Florence Township Fire District No. 1 for the Audit Dated December 31, 2012. Roll call vote: Commissioner Arnold – Yes; Commissioner Bauer – Yes; Commissioner Mayer – Yes; Commissioner Rzomp – Yes. Motion carried unanimously.

MEETING OPEN TO THE PUBLIC:

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

1. Mr. Albert A. Jacoby stated “that he was only the messenger here. At the last Relief/Exempt meeting on April 16th, they had received a letter from the Commission about the person who was terminated from the department. There was quite a discussion on the floor whether he is allowed to come to our meetings, the Exempt and the Relief, or not. We are asking for a qualification from the Commissioners not speaking of just the individual, but anyone who is terminated. Some people compared it to ‘What if this former member was a member of the Florence Senior Citizens? They have a meeting here twice a month.’ ”
 Commissioner Rzomp replied “It did say in the letter that anything open to the public, voting, stuff like that, he would be permitted in the building to do.”
 Commissioner Mayer questioned “Are those meetings open to the public?”
 Mr. Jacoby replied “These meetings are not open to the public.”
 Commissioner Arnold stated “The Relief Association is an independent organization separate from the Fire District and the Exempt Association.”
 Solicitor Gaskill stated “I don’t think it would be bad from a Relief Association, if it has nothing to do with the Fire District or the Fire Company.”
 Commissioner Rzomp stated “The Relief does and the Exempt doesn’t.”
 Mr. Jacoby stated “It is somewhat connected, as far as someone put their seven years active duty in. At that time their paperwork is all approved to become members of the Exempt, stating that they were serving time to become a member of the Relief Association, eligible for all of the benefits, etc., etc, etc.”
 Solicitor Gaskill stated “They put all that time in and certainly, leaving the department for whatever reason doesn’t undo that.
 Mr. Mike Stranko replied “Correct.”
 Solicitor Gaskill continued “Nor would involuntary leaving the department have anything to do with that.”
 Mr. Jacoby questioned “So you are saying that former person is allowed to come to the meeting?”
 Solicitor Gaskill replied “Based on the answers that you gave, yes, because certainly being either quitting, or leaving, or being asked to leave, does not undo your membership of that organization, so it would have no effect on that organization. If that organization had a

meeting here, then I would think that person would be allowed. Just like a public meeting a person would have the ability to be here. It's not having to do with the Fire District itself or the Fire Company."

Commission Arnold stated "And just so I'm clear, I'm trying to remember, but if a member who wasn't a member of this department anymore however joined another department in New Jersey, they can transfer their line number to that department."

Mr. Jacoby replied "Yes. Absolutely."

Commissioner Arnold continued "Because we have done that for several people."

Mr. Stranko stated "They have to reapply for their exempt status at their new department."

B/C Taylor stated "They don't have a transfer provision. You resign and re-apply."

Commissioner Arnold stated "Right, but I wouldn't want to do anything that if he wanted to join another department, I wouldn't want to do anything that would" (interrupted)

Solicitor Gaskill stated "Oh absolutely, nothing with his time. So it's not even an issue."

Mr. Jacoby inquired "So with that, will the Commission write a letter to both organizations?"

Commissioner Arnold replied "We will send you a letter, to both organizations."

2. Mr. Albert Jacoby stated "Under the Exempt, Kevin had mentioned about in the budget there was \$500.00 put aside for the Exempt Association for flags, grave markers, etc. I haven't been able to catch up with him because he's been out."

Commissioner Arnold stated "We will make a motion on that at the 'Good of the Board' to move that forward, and you can see Carol about that. We'll make sure we get that taken care of. I know that's in there, so. \$500.00."

3. Mike Stranko stated "I have a couple of questions. It is sort of related/unrelated to what Al was speaking of. I didn't know if he was going to bring this up. Is the Commission aware of the provisions in the By-laws of the Fire Company in dealing with personnel issues and dealing with punishment type issues?"

Commissioner Arnold replied "Yes."

Mr. Stranko stated "Ok. You are aware of it?"

Commissioner Arnold again replied "Yes."

Mr. Stranko continued "Ok. That's the first question. Second question. Do you, when you go into Closed Session take minutes? And that being the case, should those minutes be published as part of the Sunshine?"

Solicitor Gaskill replied "The answer is there are minutes taken. And minutes that can be made public will be made public."

Mr. Stranko questioned "Are they?"

Solicitor Gaskill replied "That I don't know. That is beyond me. Let me just finish. However, the vast majority of things that takes place in the closed session are things that can't be made public because they involve personnel, contracts, litigation, etc."

Commissioner Rzomp stated "Really, that's why we go into closed session."

Mr. Stranko stated "Those are my questions. My comment then at the end, is I had a chance to look at the budget, and dismayed at the debt service that we have. And I just wish that this Commission does not increase that debt service. That's it."

Commissioners Rzomp and Arnold replied "We are trying Mike."

4. Chief Keith Scully reported "After the 295 incident last year that involved Brian, toward the end of the year, I nominated the department for a couple of awards through the DOH (Dept. of Health). We were nominated through all their interviews for two awards, The Outstanding First Responder, and Outstanding EMS Call, for our members and stuff they did for Brian to save his life. That dinner is Monday night. It was supposed to be in November, but it was cancelled due to the hurricane. Robert Wood Johnson University up in New Brunswick has graciously allowed them to hold the dinner up there. The tickets are free. I have some tickets, we weren't going to get them, but I got them. Only the nominees were going to get tickets to

go up. So at this point, Barb is going, I'm going, and I asked them at the union dinner if they can go. They are more than welcome to take two of the tickets to go up because it evolved around Brian. I have a few more tickets to ask people and we'll go from there."

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

CLOSED SESSION:

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

- Terms and conditions of employment/personnel matters
- Purchase/lease/acquisition of real property

A motion was made by Commissioner Arnold and seconded by Commissioner Mayer to go back into regular session. Motion carried 4/0.

UNFINISHED BUSINESS:

1. **RESOLUTION 2013-18 FINANCING OF THE AMBULANCE** – Commissioner Mayer read the resolution aloud.

A motion was made by Commissioner Arnold and seconded by Commissioner Mayer to accept Resolution 2013-18 Financing of the Ambulance. Roll call vote: Commissioner Arnold – Yes; Commissioner Bauer – Yes; Commissioner Mayer – Yes; Commissioner Rzomp – Yes. Motion carried unanimously.

2. **RESOLUTION 2013-19 INSURANCE/SALARY** regarding Mr. Richardson.

A motion was made by Commissioner Bauer and seconded by Commissioner Mayer to table until the next meeting. Motion carried unanimously.

GOOD OF THE BOARD:

1. A motion was made by Commissioner Arnold and seconded by Commissioner Mayer to give the previously budgeted \$500.00 to the Exempt Association for grave markers and flags. Motion carried unanimously.
2. Commissioner Rzomp personally thanked Commissioner Mayer and Carolyn Taylor for all that was done since Kevin's been out. It's very much appreciated what you guys have done. Commissioner Mayer also thanked Carolyn Taylor for her help the past two weeks.
3. B/C Taylor gave a short power point presentation on the newly composed platoon style duty crew program.

ADJOURNMENT:

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

The meeting was adjourned at 9:08 pm.

Respectfully submitted,
Carolyn Taylor