

July 08, 2013

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING JULY 08, 2013

Board Chairman Scott Arnold 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, B. Mayer, W. Rzomp
Absent – C. Bauer (late), R. Roberson,

Also in attendance were Solicitor Gaskill, Chief Scully, B/C Taylor, and B/C Popsou.

Minutes of the previous meeting: (June 10, 2013)

A motion was made by Commissioner Rzomp, and seconded by Commissioner Mayer to approve the minutes of the June 10, 2013 meeting as printed and distributed. Motion carried unanimously.

AUDITORS REPORT: (Rob Inverso)

1. None.

SOLICITOR: Robert Gaskill

1. Nothing for open session.

BATTALION CHIEF/BUSINESS MANAGER REPORT:

1. Kevin Mullen submitted his report via email.
2. Commissioner Mayer reported that pending B/C Mullen’s diagnosis; she cannot be here on Wednesday, July 10th at 4pm to open up the bids and will need someone else to be here.

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

1. Chief Scully reported there was an injury at the fireworks display, not involving one of our members. He believes Marc is working with OSHA and the fireworks company about this.

Note: Commissioner Bauer arrived at 6:33 pm.

CHIEF REPORT: Keith Scully submitted his report via email.

COMMITTEE REPORTS:

Personnel: None

5-Year Planning:

1. Commissioner Mayer reported they are planning to meet on Thursday as well as the building reorganization committee. And there will also be a golf committee meeting on Wednesday around 6:30ish.

Insurance: None

Purchases: A list was emailed.

Policy:

1. Commissioner Arnold reported that past Chief Jacoby has forwarded B/C Mullen the updated policies who will review them, and present them to the Board at the next meeting.

Training: Marc Stranko submitted his report via email.

Truck/Equipment/Building: Chief Scully reported:

1. B/C Mullen had some items in his report.
2. 4012 had a charging issue and it was sent to Road Runner for repair. There may be a problem with the on-board charger.
3. 4012 & 4018 lights were repaired by the engineers; Parts for 4012's hose reel have been ordered; PM and tires has been completed on B/C Mullen's car; 4089 was checked for a noise and nothing was found; and 4085's PM was completed along with brakes; 4085 may be going back out tomorrow because it is dead. Don't know if it's the battery or not.

Fire Company Liaison:

1. Commissioners Arnold and Mayer were not able to attend the last meeting.
2. Commissioner Rzomp inquired about the electricians for the garage area. Toby Houseworth reported that after what happened with the lighting outside and the company having to pay \$940.00 which was half of the bill, the Trustees are reluctant to assist the commission to get contractors in here. Per the contract, the commission is responsible for the maintenance of the building. Commissioner Rzomp stated the commission should have paid the entire bill. The Trustees were just trying to facilitate any grounds or maintenance issues to help out the commission. Commissioner Arnold apologized for the confusion and misunderstanding. Mr. Houseworth will get quotes for the additional lighting in the bathrooms for the workshop meeting.

Information Technology Report: Todd Estelow submitted report via email.

1. Commissioner Mayer stated the fax line is still on Todd's report months after they gave him approval to have it fixed. It had been approved back in March. Commissioner Rzomp will follow up with Todd in the morning about the fax and also about the printer toner cartridges that are left in the office outside his door.

Financial: None

Radio: None

APPLICATIONS FOR MEMBERSHIP:

1. None

COMMUNICATIONS:

1. Civil Service – Fire Official UFD Results were received with 2 people eligible, both ranked number 1 with equal scores.
2. Certified Letter from Virtua dated June 24, 2013 – Commissioner Mayer read aloud. Virtua will not be permanently relocating Medic 34 here based on the data obtain in their feasibility study. This letter serves as their 60 day notice to terminate the housing contract. We are to submit a final billing invoice through September 1, 2013 via email or direct mail.
3. IRS 940 Update – Progress.
4. St. Stephen’s Episcopal Church on Second Street sent an invitation for October 13, 2013 as they will be having a blessing of the fire, EMS, and police vehicles, and a 09:00 worship service honoring emergency services with a brunch afterwards.
5. Florence Exempt Fireman’s Association – sent a thank you letter for the monetary contribution.
6. Daisy Troop 22254 – sent a thank you note to Rose Gyenge and Joe Parker for the tour of the Florence Fire Department.

PRESENTATION OF BILLS

- 1.

Bills List dated July 5, 2013	\$237,194.57
Additional Bills	
Atlantic Tactical Inv #SI-10454108	\$12.00
Burlington County Bicycle Center Inv #6426	\$119.96
Burlington County ESTC - Inv 3600	\$505.00
Burlington County ESTC - Inv 3601	\$30.00
Burlington County ESTC - Inv 3602	\$150.00
CDW Government, Inc. - Inv DC75186	\$814.00
D'Imperio Brother Landscaping, Inc. - Inv 32390	\$440.00
Falconio's Garage - Inv 983	\$1,045.32
Fire Fighters Equipment Co., Inc. - Inv 20132572	\$2,641.70
Florence Hardware - Inv 4480	\$39.91
Florence Volunteer Fire Co #1 - Payment per Contract	\$1,000.00
Grainger - Inv #9182859513	\$141.55
Hutchinson Mechanical - Inv 760219	\$99.00
Hutchinson Mechanical - Inv 762207	\$517.56
Hutchinson Mechanical - Inv 762210	\$436.00
MaryBridget Enterprises, Inc. - Inv 15908	\$0.00
Mercer County Community College - Inv 07090	\$409.00

Middlesex County Fire Academy - Inv D2-1001	\$341.00
Moore Medical, LLC - Inv 82165963 I	\$979.00
NAPA Auto Parts - Inv 529880 - Credit Invoice \$44.64	(\$89.28)
Roebing Bank Bond Payment	\$20.00
Roebing Bank Interest Payment	\$20.00
VCI Emergency Vehicle Specialists - Repair Order 0079439	\$427.50
Verizon Wireless - Inv 9707125246	\$120.03
Vineland Syrup - Inv 39053	\$40.00
Begley & Gaskill PC	\$2,016.59
Sub Total	\$12,275.84
TOTAL	\$249,470.41

A motion was made by Commissioner Mayer and seconded by Commissioner Rzomp to approve to pay the bills as presented as well as the PSE&G bill. Motion carried unanimously.

TREASURERS REPORT:

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

Treasurers Report – Period Ending June 30, 2013	
Beginning Cash Balance (6/1/13)	\$333,597.70
Cash Receipts	\$215,544.12
Cash Disbursements	\$241,926.07
Ending Cash Balance (6/30/13)	\$307,215.75

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

OLD BUSINESS:

1. Resolution 2013-22 RESOLUTION OF FLORENCE TOWNSHIP FIRE DISTRICT NO.1 ACCEPTING THE ENTRY OF A CONTRACT BETWEEN THE DISTRICT AND JOHN A. WOOD FOR THE REPAYMENT OF OUTSTANDING FUNDS DUE THE FIRE DISTRICT.

A motion was made by Commissioner Mayer and seconded by Commissioner Rzomp to adopt Resolution 2013-22 RESOLUTION OF FLORENCE TOWNSHIP FIRE DISTRICT NO.1 ACCEPTING THE ENTRY OF A CONTRACT BETWEEN THE DISTRICT AND JOHN A. WOOD FOR THE REPAYMENT OF OUTSTANDING FUNDS DUE THE FIRE DISTRICT. Roll call vote: Commissioner Arnold – Yes; Commissioner Bauer – Abstain; Commissioner Mayer – Yes; Commissioner Roberson – Absent; Commissioner Rzomp – Yes. Motion carried 3 yes, 1 abstain, and 0 no.

2. Ambulance 4082 Update – Chief Scully reported the ambulance is here, it will be inspected on Wednesday. There is a small punch list that was given to VCI.

3. Bid for EMS Billing and Collection Services – Returned bids will be opened on July 10th at 4pm. If B/C Mullen is unable to be here, Chief Scully and Commissioner Arnold will be here.
4. Fire Company Contract – Commissioner Mayer reported the contract has been updated and there are three additional bullets on the last page for general maintenance. Also Payment Schedule A has been updated removing the payment of \$6,000.00 in May that was for the parade last year. Payments will be \$1,000.00 every month except for January which will be \$13,000.00.
A motion was made by Commissioner Bauer and seconded by Commissioner Mayer to approve the Fire Company Contract. Motion carried unanimously.
5. Reimburse the Company for the outstanding balance of the electrician's bill.
A motion was made by Commissioner Mayer and seconded by Commissioner Rzomp to reimburse the Company for the outstanding balance of the electrician's bill. Motion carried unanimously.

NEW BUSINESS:

1. **Virtua Transport Agreement** – Annual Renewal. Commi
A motion was made by Commissioner Rzomp and seconded by Commissioner Mayer to table this agreement until the next meeting. Motion carried unanimously.

MEETING OPEN TO THE PUBLIC:

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

1. Hearing none,

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

CLOSED SESSION:

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

- Personnel

A motion was made by Commissioner Rzomp and seconded by Commissioner Mayer to go back into regular session. Motion carried unanimously.

RETURNING TO BILLS:

1. A motion was made by Commissioner Mayer and seconded by Commissioner Rzomp to approve to pay the bills as presented except for the MaryBridget Enterprises bill.

GOOD OF THE BOARD:

1. Commissioner Mayer thanked everyone who helped with the parade on Saturday. There was a good amount of help.

2. Commissioner Arnold thanked Chief Scully and his staff, everyone who worked on getting the ambulance here.
3. Commissioner Arnold commented on the parade that we were put back at the end where we belong.

ADJOURNMENT:

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

Respectfully submitted,
Carolyn Taylor