

January 13, 2014

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING JANUARY 13, 2014

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, C. Bauer, B. Mayer, R. Roberson, W. Rzomp  
**Absent** – None

Also in attendance were Solicitor Gaskill, Chief Scully, B/C Mullen, B/C Taylor, FM Richardson, Captains Wargo, Peters, and Gyenge, Lieutenants Newell, Gates, and Wood, Firefighter J. Reilly, Chaplain Richardson, and Mayer Craig Wilkie.

**Minutes of the previous meetings:** (Open and Closed Sessions) – December 2, 2013 and December 23, 2013; Closed Session October 14, 2013, October 28, 2013, and November 11, 2013.

A motion was made by Commissioner Bauer, and seconded by Commissioner Rzomp to approve the minutes of the December 2, 2013 and December 23, 2013 open and closed meetings; and closed sessions October 14, 2013, October 28, 2013, and November 11, 2013. Motion carried unanimously.

**SWEARING IN OFFICERS & FIREGIGHTER**

1. It was decided to hold off the swearing in of officers until after the reports to give officers/members time to return from an emergency call.

**AUDITORS REPORT: (Rob Inverso)**

1. None.

**SOLICITOR:** Robert Gaskill

1. None.

**BATTALION CHIEF/BUSINESS MANAGER REPORT:** Kevin Mullen submitted report via email.

**BUREAU OF FIRE PREVENTION:** Brian Richardson submitted report via email.

**CHIEF REPORT:** Keith Scully submitted his report via email.

## **COMMITTEE REPORTS:**

### ***Personnel:***

1. Commissioner Rzomp reported they will be setting dates to review B/C Mullen's contract as well as FM Richardson's.

### ***5-Year Planning:***

1. Commissioner Mayer reported the December meeting was cancelled and they are waiting on a new date.

### ***Insurance:***

1. B/C Mullen reported that he attended a JIF meeting on Wednesday and that he sent a resolution out for a "Fund Commissioner" and the board needs to decide if there will be an alternate Fund Commissioner.

### ***Purchases:***

1. A list was emailed to the Board.

### ***Policy:***

1. None.

***Training:*** Marc Stranko submitted his report via email.

1. The yearly mandatories are currently being done.

***Truck/Equipment/Building & Grounds:*** Brian Richardson submitted his report via email.

### ***Fire Company Liaison:***

1. Commissioner Mayer reported the Company is opening an account for Wildwood to keep that as separate funds.
2. The Company contract was sent to the Board and was also sent to the new Company President for review. It will be discussed in closed session tonight. Commissioner Mayer is waiting to hear back from the Company President to set up a date to discuss.

***Information Technology Report:*** Todd Estelow submitted report via email.

### ***Financial:***

1. Both Commissioner Roberson and B/C Mullen reported "We're good".

### ***Radio:***

1. None.

**APPLICATIONS FOR MEMBERSHIP:**

1. None

**COMMUNICATIONS:**

1. Commissioner Mayer received and read aloud a thank you letter from Heather Scully for the beautiful arrangement of flowers and gift card.
2. B/C Mullen reported that we have a letter from Civil Service Commission that states the current Firefighter list has been extended for two years or when the new test comes out, whichever is sooner.
3. B/C Mullen reported we were reviewed by Safety Consultant Connor Strong from the JIF. There were no open suggestions for improvement.

**PRESENTATION OF BILLS**

- 1.

|  |                    |
|--|--------------------|
| Bills List dated <b>January 10, 2014</b> | <b>\$52,837.97</b> |
|  |                    |
| <b>Additional Bills</b>                  |                    |
|  |                    |
| Atlantic Tactical                        | \$1,062.43         |
| Adams Fire Protection Company            | \$32,400.00        |
| Burlington Cleaners                      | \$51.75            |
| Comcast Business                         | \$456.75           |
| Enforsys Fire Systems Inc.               | \$525.00           |
| Expert Pest Control                      | \$102.00           |
| Jottan, Inc                              | \$338.54           |
| NAPA Auto Parts                          | \$352.43           |
| R.W.Z. Electric                          | \$710.00           |
| Verizon                                  | \$77.66            |
| Vineland                                 | \$197.45           |
|  |                    |
| <b>Sub Total</b>                         | <b>\$36,274.01</b> |
|  |                    |
| <b>TOTAL</b>                             | <b>\$89,111.98</b> |

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

**TREASURERS REPORT:**

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

| <b>Treasurers Report – Period Ending December 31, 2013</b> |              |
|--|--------------|
| Beginning Cash Balance (12/1/13)                           | \$321,348.13 |
| Cash Receipts  | \$161,731.74 |
| Cash Disbursements   | \$150,684.74 |
| Ending Cash Balance (12/31/13)                             | \$332,395.13 |

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

#### **2014 BUDGET HEARING:**

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

There were no questions or comments from the public.

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

2. Adopt RESOLUTION 2014-1 ADOPT BUDGET RESOLUTION

A motion was made by Commissioner Roberson and seconded by Commissioner Rzomp to adopt Resolution 2014-1 ADOPT BUDGET RESOLUTION. Roll call vote: Commissioner Arnold – Yes; Commissioner Bauer – Yes; Commissioner Mayer – Yes; Commissioner Roberson – Yes; and Commissioner Rzomp – Yes. Motion carried unanimously.

#### **HEARING – RESOLUTION 2013-25 Paid Lieutenant**

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

Commissioner Mayer stated that she knows there were some questions from members who exited for the emergency call. Commissioner Arnold asked if anyone had issues with holding this until after closed session.

A motion was made by Commissioner Roberson, and seconded by Commissioner Rzomp to move Resolution 2013-25 to after closed session. Motion carried unanimously.

#### **OLD BUSINESS:**

1. 2013 AFG Update – Thermal Imaging Cameras – B/C Mullen reported the cameras came in last week and we have already received our reimbursement. They have not been placed on the trucks yet. Training Officer Stranko is working on a training program for them.
2. FM Car Repair – (FM Richardson on the call) Commissioner Arnold reported that he had a long conversation with Brian and he feels that he has done all he can with the car and feels that a rebuilt transmission is much more economically feasible than a new transmission. He believes the rest of the car is sturdy and will give us many more years of service. Commissioner Mayer reported that one of the police cars just had the same issue and had the transmission rebuilt. Commissioner Arnold reported this is the same company and recommended them to us. It comes with a 1 year, 12,000 mile warranty. A motion was made by Commissioner Rzomp, and seconded by Commissioner Roberson to

authorize Brian Richardson to proceed with getting the transmission rebuilt for the amount of \$2,150.00. Motion carried unanimously.

### **NEW BUSINESS:**

1. Adopt RESOLUTION 2014-02 2014 TEMPORARY BUDGET.  
A motion was made by Commissioner Mayer and seconded by Commissioner Bauer to adopt RESOLUTION 2014 TEMPORARY BUDGET. Roll call vote: Commissioner Arnold – Yes; Commissioner Bauer – Yes; Commissioner Mayer – Yes; Commissioner Roberson – Yes; and Commissioner Rzomp – Yes. Motion carried unanimously.
2. Adopt RESOLUTION 2014-03 Fund Commissioners for the JIF – B/C Mullen will be the Primary and Commissioner Bauer accepted as an alternate.  
A motion was made by Commissioner Rzomp and seconded by Commissioner Roberson to appoint B/C Mullen as the primary and Commissioner Bauer as the secondary Fund Commissioners for the JIF. Motion carried unanimously. Roll call vote: Commissioner Arnold – Yes; Commissioner Bauer – Yes; Commissioner Mayer – Yes; Commissioner Roberson – Yes; and Commissioner Rzomp – Yes. Motion carried unanimously.
3. Poll Workers for the Election and Compensation.  
A motion was made by Commissioner Bauer and seconded by Commissioner Rzomp to use the same people we have been using at the same compensation. Motion carried 4 yes and 1 abstain.

### **GOOD OF THE BOARD:**

1. Commissioner Arnold reported there was an accident in Tabernacle on Friday involving fire apparatus and a firefighter was ejected from the truck. He reminded everyone that it is our obligation to come home safely and to wear seat belts. Commissioner Arnold offered them whatever assistance our department can give them.
2. Commissioner Mayer thanked everyone who stayed overnight for the storm on January 2<sup>nd</sup> and kept the shoveling and snow plowing going throughout the night. They did a very good job and it is well appreciated.

### **MEETING OPEN TO THE PUBLIC:**

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

1. Chaplain Richardson stated that he appreciates being our fire department Chaplain and that if anyone we know is in the hospital or ill to please let him know by email or a phone call and he will go do visits and he is available to us as needed.  
Commissioner Arnold, on behalf of the Board, thanked Chaplain Richardson for being there for us when we need you. It is appreciated.  
A motion was made by Commissioner Bauer, and seconded by Commissioner Rzomp to close the public portion of the meeting. Motion carried unanimously.

### **CLOSED SESSION:**

A motion was made by Commissioner Mayer, and seconded by Commissioner Roberson to go into the closed session to discuss personnel and contracts. Motion carried unanimously.  
Members returned from the emergency call and the meeting was re-opened to the public.

## HEARING – RESOLUTION 2013-25 Paid Lieutenant

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

1. **Lt. Joe Wargo:** “It is 2014 and we have been in this building since 2006. Why all of a sudden do we need a paid lieutenant when we’ve done without a paid lieutenant all these years? And why?”

**Commissioner Arnold:** “Several reasons. One, in 2012 we lost two people for a very long time. The chief of the department, his hands were tied in certain situations in dealing with the career staff because of his own employment. That’s one. Another thing that we saw in this is when Kevin didn’t come back, with all his responsibilities in addition to try to manage the career staff, it became overwhelming. Because he does have a lot of responsibilities, it became overwhelming. So what we wanted to do was move that responsibility to somebody. The other is that we have put in for a SAFER grant to hire additional career personnel. And when we do that, we want to have a supervisor position already in place. Some of the things we are looking for, for this position is we are hoping it is going to take a lot of the weight off of the volunteer officers. Things like all the safety stuff we have to do. This person will be responsible for all of the OSHA safety stuff that we have to take care of – gear replacement, things like that. Things that we don’t always have the time to take care of in a timely manner, there will be someone whose responsibility will be to take care of that on a daily basis. As it is right now, we have a training officer whose job is basically to schedule training and sign people up for school. But there is no responsibility in that position after that. We have people going to school that aren’t passing. If we had a dedicated lieutenant, part of his job will be training. And his job will be to work with the kids and people going to school and making sure that if they are having trouble, to help them through.”

**Lt. Wargo:** “Now is he going to do the training a far as the junior members, the explorers, people that are going to Fire I class, all the firefighters that do the mandatories, and also EMS? Because as long as I have been in the department, I haven’t seen any training for EMS come from said person.”

**Comm. Arnold:** “That is why we are looking to create this position to make it so that it is that way. So that a lot of the things that we try to do and fall by the wayside, this will take care of.

**Comm. Bauer:** “Joe, we really don’t know exactly what the duties are going to be. We are going to have to work a contract out and put the duties in there. It’s going to be what we list and that’s going to be the job and what the guy is going to have to do, if somebody passes and gets the job. Understandable?”

**Lt. Wargo:** “Alright. I just figured I’d ask.”

**Comm. Bauer:** “And I know that you did say something about how long we’ve been in this building and haven’t had one. I’ve been noticing in the last five or six years just how this town has grown. I bet you there are some streets that I couldn’t find if I had to; big buildings that are going up on the highway. The whole face of this town has changed. It’s not like Roebing, Florence, and Florence station, now it’s a big town. I think we are going to have to look to the future in what we talked about, and whatever is going to happen in the future, we want to be prepared. Ok? That’s all I have to say.”

**Comm. Arnold:** “And Joe. Once those job requirements and the Chief and the Battalion Chief sit down with the Board and we’ll work out that job description. They are going to be held accountable. And when something falls by the wayside, they will be held accountable. And that’s just how that’s going to work. We have worked real hard with Chief Mullen over

the last two years on accountability. And he has worked very hard on that with the entire staff. The Chief has worked real hard with the line officers for accountability. And this position that person will be just as accountable, just as we are up here, we are accountable to you guys. And that's how it will be."

**Comm. Bauer:** "The article in the paper was quite a shock to a lot of people in the town. I won't say a lot, but a few think we're creating another position and we're going to have to pay salary out. I wish they realized just what's going on. I got it today 'You've been cutting taxes, now all of a sudden you are going to hire somebody new.' And that's not the way that it is. This position is forming and there's not going to be extra personnel until we get the rest of this stuff straightened out. I believe I'm correct on that."

**Comm. Arnold:** "We are still waiting on the SAFER grant. But that budget that we have, that's for the additional career. Now, we start rolling trucks out the door with four or five people every single time. We don't have the Battalion Chief who stopped in to fill out some paperwork hop into the truck with one probationary firefighter, then maybe we won't have to hire. That just the time limit we live in. Not all of us have the time to do that. I am a prime example, I have no time. So we are all struggling here. The duty crew program at this point is working, but is it going to be working in June, July, and August when we are all rolling down to the shore and going camping, and going on vacation and heading to Disney, whatever we are doing you know? Going to the Poconos, whatever we are doing. Are we going to be able to get that truck out every time with four or five people? We get days where we roll that truck out, you here three trucks sign on for an alarm system. Then you get a day where second tap, third tap, you know? We've been lucky. That's just the reality. This is what we're...if we are going to do it, we are going to do it right. We are not just going to have a bunch of guys on shift with nothing to do and no supervision. It's a move towards the future. Hopefully, it's the right move. Anybody else?"

A motion was made by Commissioner Bauer and seconded by Commissioner Roberson to close the public portion of the meeting. Motion carried unanimously.

2. Adopt Resolution 2013-25 RESOLUTION OF THE FLORENCE TOWNSHIP FIRE DISTRICT NO. 1 ESTABLISHING THE POSITION OF PAID LIEUTENANT AND FIXING THE COMPENSATION FOR AND PRESCRIBING THE POWERS, FUNCTIONS AND DUTIES OF SAID POSITION.

A motion was made by Commissioner Mayer to hold the vote until at least the February meeting after the January work session to discuss the organizational chart and finish everything out. There was no second on the motion and the motion failed.

A motion was made by Commissioner Bauer and seconded by Commissioner Rzomp to adopt Resolution 2013-25 RESOLUTION OF THE FLORENCE TOWNSHIP FIRE DISTRICT NO. 1 ESTABLISHING THE POSITION OF PAID LIEUTENANT AND FIXING THE COMPENSATION FOR AND PRESCRIBING THE POWERS, FUNCTIONS AND DUTIES OF SAID POSITION. Roll call vote: Commissioner Arnold – Yes; Commissioner Bauer – Yes; Commissioner Mayer – Abstain; Commissioner Roberson – Yes; and Commissioner Rzomp – Yes. Motion carried 4 yes, 1 abstain.

## **SWEARING IN OF 2014 OFFICERS & FIREGIGHTER**

1. Captains Joe Wargo and Rose Gyenge were sworn in by Mayer Wilkie.
2. Lieutenants Mike Newell, Scott Gates, and John Wood were sworn in by Mayer Wilkie.
3. Firefighter Justin Reilly was sworn in by Mayer Wilkie.

**CLOSED SESSION:** (again)

A motion was made by Commissioner Mayer, and seconded by Commissioner Roberson to go into the closed session to discuss personnel and contracts. Motion carried unanimously.

Also at this time refreshments were served.

A motion was made by Commissioner Bauer and seconded by Commissioner Rzomp to return to open session. Motion carried unanimously.

Captain Jason Peters who returned from an emergency call was sworn in at this time by Solicitor Gaskill.

**ADJOURNMENT:**

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

Respectfully submitted,  
Carolyn Taylor