

February 10, 2014

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING FEBRUARY 10, 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, IT Specialist Estelow, Captains Wargo, Peters, and Gyenge, and Lt. Motta.

**Minutes of the previous meetings:** (Open and Closed Sessions) – January 13 and January 27

A motion was made by Commissioner Bauer, and seconded by Commissioner Roberson to approve the minutes of the open and closed sessions of the January 13<sup>th</sup> and January 27<sup>th</sup>, 2014 meetings. Motion carried unanimously.

**SWEARING IN OFFICER & FIREGIGHTERS**

1. Solicitor Gaskill swore in firefighters Barbara Mayer and Justin Peters.
2. Solicitor Gaskill swore in Lieutenant David Motta.

There was a brief adjournment for refreshments.

**AUDITORS REPORT: (Rob Inverso)**

1. None.

**SOLICITOR:** Robert Gaskill

1. Nothing for open session.

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

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

1. Commissioner Bauer inquired about a leaky valve on the Tender 4016. FM Richardson explained there is a heat exchanger on the bottom of the pump that you have to crawl under the truck to open and close the valve. With the really cold weather, the valve is left open so it won’t freeze. That particular part has frozen twice on that truck.

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

**COMMITTEE REPORTS:**

***Personnel:***

1. Commissioner Rzomp reported that he and Commissioner Bauer met with Chief Scully and B/C Mullen on Saturday and reviewed B/C Mullen's contract which will be discussed in closed session tonight, and also discussed the planning regarding the 24/7's and the officers.

***5-Year Planning:***

1. Commissioner Mayer reported had not met yet

***Insurance:***

1. There is one open worker's compensation claim.

***Purchases:***

1. A list was emailed to the Board.

***Policy:***

1. Chief Scully reported he has been reviewing them and there is progress.

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

1. Commissioner Arnold reported that with speaking with B/C Taylor, some gear has been taken down because some people did not complete their mandatory training. B/C Mullen reported the line officer's met on that tonight and there will be something coming forward in the near future.

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

1. FM Richardson reported 4018 should be back in service tomorrow. It was due to go out to RMR today to have the compressor rebuilt, but unfortunately, their mechanic was sick.

***Fire Company Liaison:***

1. Commissioner Mayer reported the contract was sent out with the changes they proposed. There are a couple of questions that will be discussed in closed session. Also, the President has been out of town and will be back this weekend.

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

1. Commissioner Arnold reported there was an addendum that FM Richardson had sent in his report regarding Todd's computer that will be discussed under new business.

- 2. Commissioner Arnold asked IT Specialist Estelow once his computer issue is fixed, and after the next committee meeting to have a target date for the website changes. The items for the website on Todd’s computer are lost and will have to be redone.

**Financial:**

- 1. B/C Mullen reported that he will be doing a public presentation for the budget tomorrow night. Commissioner Arnold asks that everybody come out, invite you family and friends. The more people who know about this, the better our chances are making of sure the budget passes. If anyone has questions on the budget, have them call B/C Mullen or any of the commissioners, or have them come to the presentation tomorrow night.

**Radio:**

- 1. Chief Scully reported that he is working on getting prices for the radios that we need this year.

**APPLICATIONS FOR MEMBERSHIP:**

- 1. None

**COMMUNICATIONS:**

- 1. None

**PRESENTATION OF BILLS**

- 1.

Bills List dated <b>February 7, 2014</b>	<b>\$77,458.86</b>
<b>Additional Bills</b>	
None	\$0.00
<b>Sub Total</b>	<b>\$77,458.86</b>
<b>TOTAL</b>	<b>\$77,458.86</b>

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

**OLD BUSINESS:**

- 1. 2014 Election Update – B/C Mullen reported everything is good to go. Everything has been published. The voters list will be picked up tomorrow, and the voting machine was picked up on Friday. We have a new poll worker, Julia Lubrano. Voting hours are from 2pm to 9 pm.

2. B/C Mullen will have the checks for the poll workers.

### **NEW BUSINESS:**

1. Approval for Uniforms for Career Staff – Not to exceed \$3,750.00 per contract.  
A motion was made by Commissioner Mayer and seconded by Commissioner Rzomp to approve the purchase of uniforms for the career staff not to exceed \$3,750.00. Motion carried unanimously.
2. Hiring of additional EMT's – Chief Scully spoke with B/C Mullen and they put a flyer out and have received five or six applications. They would like the ok to start the background checks and to speak with the two personnel commissioners.

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

1. Commissioner Arnold commended the Chiefs for another great job Saturday night. Chief Scully reported that “All of the crews did a hell of a job.” Between 12's crew and 25's crew being 2<sup>nd</sup> due, they knocked the fire down very quickly under some adverse conditions. We had to wait for manpower to get there because most of them were still in Burlington Township at their incident.

### **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.

Hearing none,

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 Bauer, and seconded by Commissioner Rzomp to go into the closed session to discuss personnel and Fire Company contract. Motion carried unanimously. The Board went into closed session at 19:02 hours.

A motion was made by Commissioner Bauer and seconded by Commissioner Rzomp to return to open session. Motion carried unanimously at 20:25 hours.

### **BACK TO NEW BUSINESS:**

1. The Board received a request From Brian Richardson to purchase a new computer for the IT Division. He reported Todd's computer went down and Todd worked with tech support at Dell to troubleshoot the problem. Todd took the steps they told him and unfortunately the computer is at a point where individual suppliers of the parts are no longer supporting their individual parts. He has spent a little less than \$350.00 in attempt to fix the computer as recommended by calls to tech support. Now we are at the point the hard drive is so old, there are no drivers. The money is in the IT budget for this purchase.  
A motion was made by Commissioner Roberson and seconded by Commissioner Rzomp to approve Todd to use up to \$3,000.00 for purchase of a new computer for his job. Motion carried unanimously.

2. A motion was made by Commissioner Bauer and seconded by Commissioner Roberson to enter into contract with B/C Kevin Mullen. Motion carried unanimously.

**ADJOURNMENT:**

A motion was made by Commissioner Bauer and seconded by Commissioner Roberson to adjourn the meeting. Motion carried unanimously. The meeting was adjourned at 20:34 hours.

Respectfully submitted,  
Carolyn Taylor