

June 9, 2014

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING JUNE 9, 2014

Board Chairman Charles Bauer 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 – C. Bauer, B. Mayer, A. Popso, W. Rzomp
Absent – S. Arnold

Also in attendance were Solicitor Gaskill, Chief Scully, B/C Mullen, FM Richardson, Captain Gyenge, and EMS Supervisor Taylor.

Minutes of the previous meeting: (Open Sessions) – May 12 and May 27, 2014

A motion was made by Commissioner Mayer, and seconded by Commissioner Popso to approve the minutes of the May 12, 2014 and May 27, 2014 meetings open session as distributed. Motion carried unanimously.

AUDITORS REPORT: (Rob Inverso)

1. B/C Mullen reported everything was mailed to the DCA.

SOLICITOR: Robert Gaskill

1. Solicitor Gaskill reported 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 Popso thanked Brian Richardson for coming in yesterday (on Sunday) to repair the steering wheel/column on 4013.

CHIEF REPORT: Keith Scully submitted his report via email.

COMMITTEE REPORTS:

Personnel:

1. Commissioner Rzomp reported that B/C Mullen emailed him and Commissioner Popso the rough draft of the contract to start moving forward. He has emails trying to set up some

dates. Progress.

2. Solicitor Gaskill reported that he has some things for closed session regarding the contract.

5-Year Planning:

1. B/C Mullen reported that he has started to take the 5-year plan and actually input it into the budget, the budget format that we currently use. He has a 2015 budget, and is going to start on the 2016 budget to get an idea of the financial impact of the 5-year plan. He hopes to have something by July or August for the Board.

Insurance:

1. Commissioner Bauer received updates from our insurance broker.

Purchases:

1. A list was emailed to the Board.

Policy:

1. Policy 223 Non-Member Participation EMS – will be discussed under new business.

Training: Marc Stranko submitted his report via email.

1. Commissioner Bauer inquired about a Water Rescue training class being held in Delran for CEU's (continuing education units) for our EMT's.

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

1. FM Richardson reported that one AC unit is down. The company that was recently doing work noted it, and it is not covered under our warrantee. We have a quote for \$1,200.00 to fix it. FM Richardson states it's electrical, a motor, and he can fix it.

Fire Company Liaison:

1. Commissioner Mayer reported they were supposed to meet last Thursday night and she had to cancel due to a family emergency. They were attempting to meet this evening but unable to, so she is waiting for Mr. Houseworth's reply on some dates.
2. At the meeting, she received a couple items about the building and she reached out to Brian. He gave her answers to all of them and she will report back to them.

Information Technology Report: Todd Estelow submitted report via email.

Financial:

1. B/C Mullen sent Commissioner Popso today the 2014 estimate. It's a little early, but it will give us an idea where we are, and where we are heading. They will be meeting in the next couple of weeks getting into more detail.

Radio:

- Chief Scully reported most of the radios are in. FM Richardson reported he has three more radios to install that are narrow banded VHF. The county came out and re-flashed all of the portables and mobiles (changed their programming). He installed another UHF radio in B/C Mullen’s car similar to Chief Scully’s Tahoe. He has two radios that are capable of talking to Central Communications on the digital system.

APPLICATIONS FOR MEMBERSHIP:

- Anthony Davis – Fire Police. B/C Mullen reported the Fire Company has already approved. A motion was made by Commissioner Rzomp and seconded by Commissioner Mayer to accept Anthony Davis as Fire Police.

COMMUNICATIONS:

- Commissioner Rzomp reported that he received the NJ State Association of Fire Districts March 2014 Quarterly meeting minutes.
- B/C Mullen reported that EMS Charts will no longer be providing service as of October 2014. We currently use them for electronic charting for EMS. There is a big push at the State, there is a big meeting up there on Wednesday. We have also been invited to meeting down in Gloucester County that will have two other electronic charting companies on the 18th of June. He contacted DM Billings to get some input and they are on point with that.

PRESENTATION OF BILLS

- | | |
|--------------------------------------|--------------------|
| Bills List dated June 6, 2014 | \$49,463.66 |
| | |
| Additional Bills | |
| (None) | \$0.00 |
| | |
| Sub Total | \$0.00 |
| | |
| TOTAL | \$49,463.66 |

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

TREASURERS REPORT:

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

Treasurers Report – Period Ending May 31, 2014	
Beginning Cash Balance (5/1/2014)	\$296,373.40
Cash Receipts	\$156,383.41
Cash Disbursements	\$117,392.22
Ending Cash Balance (5/31/2014)	\$335,364.59

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

OLD BUSINESS:

1. Hiring EMS Per-Diems – B/C reported that the two Per-diems that were hired are currently in their training program. He put another flyer out and received 14 applications so far. Commissioner Rzomp commented they had approved six to be hired.

NEW BUSINESS:

1. Adopt Policy 223 Non-Member Observer EMS.
B/C Mullen reported he had Solicitor Gaskill, Chief Scully, and EMS Captain Gyenge review the Policy. Solicitor Gaskill reported that it looks good to him and he recommended the Board adopt it. Commissioner Rzomp inquired who the Field Training Officer is. Captain Gyenge reported it is all the officers – Lt. Gates, Lt. Wood, and herself; also Mike Tomaszewski, Jason Peters, Mike Ondy, Carolyn Taylor, Chief Scully and B/C Taylor. A motion was made by Commissioner Mayer and seconded by Commissioner Rzomp to adopt Policy 223 Non-Member Observer EMS. Roll call vote: Commissioner Arnold – Excused Absence; Commissioner Bauer – Yes; Commissioner Mayer – Yes; Commissioner Popso – Yes; and Commissioner Rzomp – Yes. Motion carried unanimously.
2. Authorization for B/C Mullen to make Bond Payment due July 15, 2014 - \$145,000.00 Principal and \$85,177.50 interest.
A motion was made by Commissioner Rzomp and seconded by Commissioner Popso to authorize B/C Mullen to make the Bond Payment of \$145,000.00 Principal and \$85,177.50 interest. Motion carried unanimously.
3. Contract with Fitness Central (preventative maintenance on fitness equipment) \$200.00 per visit – 2 visits per year. B/C Mullen reported this is the same company we used last year. A motion was made by Commissioner Rzomp and seconded by Commissioner Mayer to accept the contract with Fitness Central. Motion carried unanimously.

GOOD OF THE BOARD:

1. None.

MEETING OPEN TO THE PUBLIC:

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

Commissioner Bauer: “Seeing no one...”

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

CLOSED SESSION:

A motion was made by Commissioner Mayer, and seconded by Commissioner Rzomp to go into the closed session for Personnel and Contracts. Motion carried unanimously at 18:45.

A motion was made by Commissioner Rzomp and seconded by Commissioner Popso to return to open session. Motion carried unanimously at 19:29 hours.

(Note: Commissioner Mayer did not return from closed session.)

ADJOURNMENT:

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

The meeting was adjourned at 19:30 hours.

Respectfully submitted,
Carolyn Taylor