

July 12, 2014

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING JULY 12, 2014

Board Vice 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, A. Popso
Absent – C. Bauer, W. Rzomp

Also in attendance were Solicitor Gaskill, Chief Scully, FM Richardson, IT Estelow, Captain Wargo, Captain Gyenge, and EMS Supervisor Taylor.

Minutes of the previous meeting: (Open Sessions) – June 9 and June 23, 2014

A motion was made by Commissioner Mayer, and seconded by Commissioner Popso to approve the minutes of the June 9 and June 23, 2014 meetings open session as distributed. Motion carried unanimously.

PRESENTATION: Website Update

1. IT Estelow gave a short presentation to the Board of the layout of the new website.

AUDITORS REPORT: (Rob Inverso)

1. None

SOLICITOR: Robert Gaskill

1. None

BATTALION CHIEF/BUSINESS MANAGER REPORT: Kevin Mullen submitted report via email. B/C Mullen on vacation.

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

1. Commissioner Arnold commended Brian for the fireworks.

CHIEF REPORT: Keith Scully submitted his report via email.

COMMITTEE REPORTS:

Personnel: None.

5-Year Planning:

1. Commissioner Arnold reported they received Chief Scully and B/C Mullen report on the operation.

Insurance:

1. None.

Purchases:

1. A list was emailed to the Board.

Policy:

1. Chief Scully reported B/C Mullen was working on the Physical policy and had made some changes. Solicitor Gaskill reported he has reviewed the changes and they look fine.

Training: Marc Stranko submitted his report via email.

1. Commission Arnold commented that it's good to see some other members stepping up and helping out with the training.

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

1. Commissioner Arnold inquired about LEDs for 4012. FM Richardson reported they have not been purchased as of yet, but will be within the next two months when it will be taken out of service for its preventative maintenance.
2. The strobe on 4013 was out again, and it is fixed now.
3. The driveway is getting sealed this Saturday and Sunday. They are heat-sealing the cracks and top-coating the entire driveway. Sunday they will come back and do the striping. The parking lot will be closed until Monday. Temporary parking will be set up on the Cedar Lane side of the left driveway. He will send an email out to the general membership.

Fire Company Liaison:

1. Commissioner Mayer reported she met with the Trustees and Executive Officers in the end of June. We discussed the contract and sent them the changes. They accepted all of the changes except for one. She is currently working on the wording of two items on the contract and will send it back to them once that is complete.

Information Technology Report: Todd Estelow submitted report via email.

1. IT Estelow explained the spam problem that occurred was due to Solicitor Gaskill was having problems sending emails to us and he had to lower down the spam. In that short period of time, we got that much spam. The problem has been corrected and everything is back up to where it should be.

Financial:

1. Commissioner Popso reported everything looks good.

Radio:

1. Chief Scully reported all of the radios are done and have been reprogrammed by the county.

APPLICATIONS FOR MEMBERSHIP:

1. James Cenor – Fire Police. (Correction from last month – Anthony Davis).
A motion was made by Commissioner Mayer and seconded by Commissioner Popso to correct the name from last month to James Cenor as Fire Police. Motion carried unanimously.

COMMUNICATIONS:

1. None.

PRESENTATION OF BILLS

1. Commissioner Mayer questioned the Florence Medical bill that included six physicals from the end of 2013. Carolyn Taylor will check the December 2013 voucher that was paid to be sure we were not already billed for those individuals.
2. Commissioner Mayer requested the bill from the Florence Fire Company for \$751.53 be held until after closed session because it ties into the contract.

Bills List dated JULY 11, 2014	\$51,344.86
Additional Bills	
Continental Fire & Safety, Inc. - Invoice D3309	\$428.00
Verizon July 2014 Statement	\$79.92
Sub Total	\$507.92
TOTAL	\$51,852.78

A motion was made by Commissioner Mayer to pay the bills except for the reimbursement check for the Fire Company, including the PSE&G bill for this month. The motion did not receive a second. All bills will be held until after closed session.

TREASURERS REPORT:

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

Treasurers Report – Period Ending June 30, 2014	
Beginning Cash Balance (6/1/2014)	\$335,364.59
Cash Receipts	\$165,466.56
Cash Disbursements	\$129,704.15
Ending Cash Balance (6/30/2014)	\$371,127.00

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

OLD BUSINESS:

1. Hiring EMS Per-Diems – Chief Scully requested to hire up to eight (8) additional EMT per-diems. Two have already been hired. Commissioner Popso requested that this be held until after closed session because he has a question.

A motion was made by Commissioner Popso and seconded by Commissioner Mayer to hold this request until after closed session. Motion carried unanimously.

NEW BUSINESS:

1. Fire Company Contract Approval – Commissioner Mayer reported we are waiting on this and may have it ready for the Workshop meeting at the end of the month.
2. Virtua Agreement

A motion was made by Commissioner Popso and seconded by Commissioner Mayer to accept the Virtua Agreement. Motion carried unanimously.

3. Pay Incentive Plan 2014Q2 (April through June)

A motion was made by Commissioner Mayer and seconded by Commissioner Popso to pay the incentive plan. Motion carried unanimously.

GOOD OF THE BOARD:

1. Commissioner Mayer thanked everyone who helped in the parade on Saturday, whether it was registration, line-up, or fireworks. Everything went off quite well. There were a couple of glitches in the line-up area that were worked out.
2. Commissioner Mayer would like to thank the group of kids who worked on the upstairs room hanging all the pictures and plaques. They did an excellent job and it was great to see them work on that very hard. All last week, they were in here every night doing things and making sure that all three previous companies were represented equally. It looks very nice and they did a great job! Commissioner Arnold added that it is very nice, and it's good to see that they are taking ownership in their building. It is a very big step for them to claim part of the building as theirs. It's good to see, it looks good, and it shows a lot of pride.

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.

A motion was made by Commissioner Mayer, 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 Popso to go into the closed session for Personnel and Contracts. Motion carried unanimously at 18:55.

A motion was made by Commissioner Mayer and seconded by Commissioner Popso to return to open session. Motion carried unanimously at 20:10 hours.

BACK TO OLD BUSINESS:

1. Pay the Bills

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

2. Hiring EMS Per-Diems – update to hire up to eight.

A motion was made by Commissioner Mayer and seconded by Commissioner Popso to hire up to eight (8) EMS Per-diems. Motion carried unanimously.

ADJOURNMENT:

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

The meeting was adjourned at 20:11 hours.

Respectfully submitted,
Carolyn Taylor