

October 10, 2016

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING OCTOBER 10, 2016

Board Chairman Robert Schoen called the regular meeting of the Board of Fire Commissioners of Florence Township Fire District No. 1 to order at 7:03 pm. 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 Trenton Times. It has also been posted at the township municipal building and on the fire district’s website.”

**ROLL CALL: Present** – C. Bauer, A. Popso, R. Schoen

**Absent** – W. Berry, J. Fratinardo

Also in attendance were Chief Mullen, B/C S. Taylor, EMS Chief Taylor, Captain Wargo, Lt. Reillo, T/O Stranko, FF Fyler, FF Leach, Trustee Blackwell, FP Ryan, and Solicitor Gaskill.

**MINUTES**

1. Minutes of previous meeting – Open Session September 12, 2016  
A motion was made by Commissioner Bauer and seconded by Commissioner Popso to approve the minutes of open session September 12, 2016 meeting. Motion carried unanimously.

**AUDITORS REPORT: (Rob Inverso)**

1. None.

**SOLICITOR: Robert Gaskill**

1. Solicitor Gaskill reported he did an analysis of the financing of the truck providing an attorney opinion letter to the finance company.
2. He completed a decision with regard to discipline
3. He also responded to a number of subpoenas to document

**CHIEF’S REPORT:** Chief Mullen submitted his report to the Board via email.

**BUREAU OF FIRE PREVENTION/MAINTENANCE:** FM Richardson submitted his report via email.

**COMMITTEE REPORTS:**

**Personnel:** None.

**5-Year Planning:**

1. A meeting will be held in the fall.

**Building and Grounds:**

1. None.

***Insurance:***

1. There was one worker's compensation claim submitted.

***Purchases:***

1. A list was emailed to the Board.

***Policy:***

1. Policies are on the member's only section of the website. Section 1100 EMS is still under review by EMS Chief Taylor.

***Fire Company Liaison:***

1. No report.

***Radio:***

1. Progress

**APPLICATIONS FOR MEMBERSHIP:**

1. None.

**COMMUNICATIONS:**

1. None.

**PRESENTATION OF BILLS**

1. A motion was made by Commissioner Bauer and seconded by Commissioner Popso to pay all the bills with the exception of PSE&G and Verizon bills. Motion carried unanimously.
2. A motion was made by Commissioner Popso and seconded by Commissioner Schoen to pay the PSE&G bill. Commissioner Bauer abstains. Motion carried 2-0-1.
3. A motion was made by Commissioner Popso and seconded by Commissioner Bauer to pay the Verizon bill. Motion carried unanimously.

**TREASURERS REPORT:**

1. A motion was made by Commissioner Bauer and seconded by Commissioner Popso to approve the treasurer's report as received. Motion carried unanimously.

**OLD BUSINESS:**

1. Updated Policies – Second reading. First reading was done last month.

**PUBLIC HEARING FOR UPDATED POLICIES**

1. A motion was made by Commissioner Bauer and seconded by Commissioner Popso to open the meeting to the public to comment on the updated policies. Motion carried unanimously.

**Solicitor Gaskill:** "The policies are amended and they have been up on the website for I believe..."

**Chief Mullen:** "Since July."

**Solicitor Gaskill:** "...three or four months. And um, as far as I know the way they've been presented, we have received no objections. They were passed on first reading. So now if anyone has a comment, question, whatever, now is the time to raise that."

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

### **BACK TO OLD BUSINESS:**

2. Adopt Updated Policies – Chief Mullen suggested that all policies be adopted with the exception of the 1100 series because Carol Taylor is still reviewing, and she will be sending them to the State as well. Solicitor Gaskill added that was the first reading as well, all policies with the exception of the 1100 series.

A motion was made by Commissioner Bauer and seconded by Commissioner Popso to adopt all of the policies with the exception of the 1100 series. Roll call vote: Commissioner Bauer – Yes; Commissioner Berry – Absent; Commissioner Fratinardo – Absent; Commissioner Popso – Yes; Commissioner Schoen – Yes. Motion carried 3-0.

### **NEW BUSINESS:**

1. Approve quarterly payment for volunteer incentive plan per policy.

A motion was made by Commissioner Bauer and seconded by Commissioner Popso to approve the quarterly payment for the volunteer incentive plan per policy. Motion carried unanimously.

2. Purchase office furniture – not to exceed \$2500.00

Commissioner Popso asked to hold off on this until they could meet with Chief Mullen to discuss some options. Commissioner Schoen reported that he already had met with the chief prior to this meeting and he is voting in favor of it. Commissioner Popso was then in agreement with the purchase.

A motion was made by Commissioner Bauer and seconded by Commissioner Schoen to approve the purchase of office furniture not to exceed the amount of \$2500.00. Motion carried unanimously.

3. Approve to write the 2016 Assistance to Firefighter Grant – PPE

A motion was made by Commissioner Bauer and seconded by Commissioner Popso to approve Chief Mullen to write the 2016 Assistance to Firefighter Grant for PPE. Motion carried unanimously.

4. Purchase AED's – 5 not to exceed \$10,000.00

A motion was made by Commissioner Popso and seconded by Commissioner Bauer to approve the purchase of 5 AED not to exceed \$10,000.00. Motion carried unanimously.

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

1. Commissioner Popso gave an update for the memorial – He spoke with BORAL, who are the individuals we are looking at per the union to purchase the cultured stone. They are considering donating the materials and they will be getting back to him on that.

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

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

Hearing none,

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

**ADJOURNMENT:**

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

The meeting was adjourned at 19:15 pm.

Respectfully submitted,  
Carolyn Taylor