

September 26, 2022

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
WORKSHOP MEETING SEPTEMBER 26, 2022

Meeting ID: 873 8252 8498

Passcode: 260856

Board Chairman Robert Schoen called the regular meeting of the Board of Fire Commissioners of Florence Township Fire District No. 1 to order at 7:00 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 placed on the department’s website, Facebook account, the Township calendar, and the Township website. Furthermore, it has been published in the Burlington County Times and the Trenton Times.”

**ROLL CALL: Present** – John Fratinardo, Andrew Popso, Jason Ryan, Robert Schoen, and Steven Taylor. Commissioner Ryan virtual on Zoom

**Absent:** None

Also in attendance: Administrator Robert Tharp, Jr., B/C A. Miller, EMS Capt. R Reillo, Firefighters T. Estelow (3091 Shop Steward), G. Swanson (3091 Vice-Pres.), Firefighters Motta, Moran and EMT R. Gyenge.

**MINUTES:**

Minutes of the previous meeting September 12, 2022, Regular meeting.

A motion was made by Commissioner Taylor and seconded by Commissioner Popso to approve the minutes of the previous meeting September 12, 2022, regular meeting. The motion carried unanimously.

**PRESENTATION OF BILLS:**

A motion was made by Commissioner Fratinardo and seconded by Commissioner Ryan to pay all the bills as presented. The motion carried unanimously.

**MEMBERSHIP APPLICATIONS:**

1. Applicant for EMS employment JD Taylor medical phase.

**FIRE DISTRICT ADMINISTRATOR REPORT – Robert Tharp**

1. There has been 35 fire assignments sine our last meeting:
  - a. A significant incident involving an electric mobility device we had a electric bicycle catch fire inside a home on sixth street, in which the home had multiple electric bikes inside dwelling and have become an issue throughout the country with fires involving this equipment. Fortunately, we spoke about EV fires at our Fire Officer’s meeting and discussing the development of an SOP to respond to these fires. This is an example these incidents will occur in Florence Twp. and happening in other regions, so we need to be prepared for those incidents.

2. The new EMS schedule will begin on October 1<sup>st</sup> which is 12-hour shifts Captain Reillo did a good job of getting the schedule done.
3. We had a Fire Officer's meeting on the September 19<sup>th</sup>. We will be meeting every third Monday of the month. In attendance was Chief Rzomp, B/C Miller, Chief Richardson and Lt. Schoen. We discussed operations, SOP's and moving forward setting goals for the remaining quarter of the year.
4. We will be having the EMS Chief Interviews on October 3<sup>rd</sup> and 6<sup>th</sup>.
5. Our new Holmatro cutter has been received, Lt Schoen starting to put together the training schedule and working on the mounting the tool and moving equipment around on 4011 to accommodate that.
6. Mr. Tharp attended the JIF executive committee meeting at Mt Laurel Fire Department. Florence Fire District will host the JIF meeting on November 30<sup>th</sup>.
7. Tonight, during closed session, we will be introducing administrative policies having to do with personnel:
  - a. Policy 786 regarding the health care coverage opt out for employees.
  - b. Policy 787 referencing reporting and documentation of injuries.
  - c. Policy 788 discussing the sick leave policy for our uniformed fire department members.
8. Mr. Tharp had a meeting with F/F Estelow, regarding moving forward the project for website development with Firehouse Solutions. A contract has been forwarded and we will move forward on the project. The project was pending when I was brought on in May and we are moving it forward.
9. We are continuing our implementation of the Fire Rescue 1 training platform we had a meeting with their company's personnel last week with Lt Schoen and we have a good idea with documentation and data transfer from Target Solutions.
10. Our implementation with Aladtec is running parallel with ESO. We are developing policies Lt Schoen, chief Richardson and myself working with the scheduling and personnel to solve any issues as they come up. Hopefully, full implementation as of the first of the year.
11. Items regarding legislation in NJ passed bill 2743 into law regarding Career F/F cancer screenings for those not in the state health care benefits. Our employees under the original bill were not eligible for the cancer screenings every three years. Under this bill career firefighters throughout the state not in state health benefits will be able to participate. Still waiting on direction on employer responsibilities.
12. Mr. Tharp discussed bills pending regarding recreational cannabis. The bills will prohibit first responders from using recreational cannabis making it illegal for first responders and law enforcement. Bills A3868, A3914. Gathering information on a reasonable suspicion report for members who may present as under the influence. We will develop a policy for our supervisors.
13. Mr. Tharp attended the township staff meeting many roadway projects are currently being performed and may cause response issues with traffic patterns changed. We have good communication with public works who keep us updated in the work being performed.
14. Mr. Tharp had a meeting with Police Department discussing active shooter incident management to develop a working group procedure for these type incidents. The goal is to have a plan when these incidents occur in Florence.

15. Fire Marshal Richardson has reported the building at 18<sup>th</sup> Front Street is an unsafe building and has notified all members of the issues with the structure.

**OLD BUSINESS:**

1. Closed Session from September 12, 2022, IAFF Local 3091 contact reviewed.

**NEW BUSINESS:**

1. Motion to approve payment to Florence Township in the amount \$45,470.04 for 4<sup>th</sup> quarter health and dental benefits plans. A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to approve payment to Florence Township in the amount of \$ 45,470.04 for 4<sup>th</sup> quarter health and dental benefits. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.
2. Motion to approve payment to Florence Township in the amount \$7,082.47 for gasoline and diesel usage from 5/1/22-8/31/22. A motion was made by Commissioner Popso and seconded by Commissioner Fratinardo to approve payment to Florence Township in the amount of \$ 7,082.474 for gasoline and diesel use from 5/1/22-8/31/22. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.
3. Motion to approve IAFF Local 3091 contract with the firefighters of shop 40 for the period of 1/1/2022-12/31/2024. A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to approve IAFF Local 3091 contract with the firefighters of shop 40 for the period of 1/1/2022-12/31/2024. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.
4. Motion to approve employment of Bianca Cheverez and JD Taylor to Florence Township Fire District No. 1 EMS Division as a per-diem EMT's.  
A motion was made by Commissioner Popso and seconded by Commissioner Fratinardo to approve employment of Bianca Cheverez and JD Taylor to Florence Township Fire District No. 1 as per-diem EMT'. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.

**GOOD OF THE BOARD:**

**MEETING OPEN TO THE PUBLIC:**

A motion was made by Commissioner Popso and seconded by Commissioner Fratinardo to open the meeting to the public. The motion carried unanimously.

**Commissioner Schoen:** “The meeting is open to the public”

**Mr. Greg Swanson:** “XXX Juniper Street, VP Local 3091 I just want to thank you guys and Administrator Tharp for your hard work and working with us in getting the contract done”

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

**CLOSED SESSION:**

1. Adopt **RESOLUTION 2022-40 EXCLUSION OF THE PUBLIC FROM MEETING**

A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to adopt **RESOLUTION 2022-40 EXCLUSION OF THE PUBLIC FROM MEETING** to discuss Personnel and Contract and personnel administrative policies. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.

Note: Action may be taken after closed session.

7:12 pm Closed session began.

7:55 pm Closed session ended.

2. A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to come out of closed session. The motion carried unanimously.

**ADJOURNMENT:**

A motion was made by Commissioner Popso and seconded by Commissioner Fratinardo to adjourn the meeting. Motion carried. The meeting adjourned at 7:57 pm.

Respectfully submitted,  
Robert Tharp  
District Administrator