

November 14, 2022

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING NOVEMBER 14, 2022

Meeting ID: 820 8514 7406

Passcode: 163102

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 (virtual), Jason Ryan, Robert Schoen, and Steven Taylor

**Absent:** None

Also in attendance: Administrator Robert Tharp, Jr., Battalion Chief A. Miller, Firefighters T. Estelow, K. Cunningham, W. Blackwell, Capt. Reillo, L. Valente, and S. Arnold.

**MINUTES:**

Minutes of the previous meeting October 24th, 2022, workshop meeting.

A motion was made by Commissioner Taylor and seconded by Commissioner Ryan to approve the minutes of the previous meeting October 24, 2022, workshop meeting. The motion carried unanimously.

**TREASURER REPORT:**

A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to approve the treasurer’s report. The motion carried unanimously.

**PRESENTATION OF BILLS:**

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

**MEMBERSHIP APPLICATIONS:**

1. Applicant for Fire Division Matthew Phillips sent to company for approval.
2. Applicant for Ladies Auxiliary Christine Belonis sent to company for approval.
3. Applicant for EMS Division Kyle McQueen medical phase.
4. Applicant for EMS Division Mary Phuangthong medical phase.

**FIRE DISTRICT ADMINISTRATOR REPORT – Robert Tharp**

1. Since the last meeting there have been 50 fire assignments.
2. We have had 99 EMS assignments since the last meeting.

3. EMS new employees are on their orientation and have had training with Captain Reillo and will finish up to be placed on the regular schedule. EMS applicants a total of six have been hired and on orientation.
4. The district has been awarded a \$ 29,000 reimbursement grant from DCA American Rescue Plan for firefighter's program, only 16 awards were granted in Burlington County in which Florence Twp was one of.
5. Lt Schoen attended the Township Staff meeting in my absence and reported on the current water issues and the township reported the water is safe.
6. Election and Budget prep has begun.
7. Budget will be introduced at the 12/12/22 meeting for adoption.
8. The budget document is due to DCA on 12/20/22.
9. A cap levy advertisement is due on 11/28/22.
10. Special election for the extrication and command vehicle is currently being performed for approval to add to the budget for capital projects.
11. Chief Richardson attend the JIF executive meeting in my absence, and we are expecting a 10% increase to our insurance premiums.
12. The district is hosting the statewide Fire Threat Task Force meeting on 11/18/22 this is a group that liaison with the law enforcement partners on the intel side with New Jerseys' fire service. There will be representatives from the NJSP, Division of fire safety and members of the task force attending. This assists the district in developing interagency relationships.
13. We have two EMS division hires in the medical process this brings the total to six new hires in the last two months.
14. The Fire Dept open house on 10/28 was very well attended by the community and our personnel did a great job with the demonstrations for the public.
15. On November 22<sup>nd</sup> Hose and ladder testing will be performed at the fire station and on November 23<sup>rd</sup> the pump test twill be performed. These tests are mandatory for NFPA compliance which must be done annually.
16. Meeting with the Florence Twp. Police Department to move forward with our Active Shooter Incident Mgmt. training all three organizations police, fire side and EMS side to develop a plan to respond to these incidents. This will enable us to manage together in a coordinated fashion with interagency cooperation.
17. I have inquired the requirements for cybersecurity by the JIF so the district can move up to the one of the recommended tiers to lower our deductible if we have a cyber incident.
18. The district's technology manager Todd Estelow has submitted the required information to county central for the new platform the items necessary for the data to be merged into the new first due program.
19. Members are finishing Firefighter 2 and take their state exam on 11/19/22

**OLD BUSINESS:**

1. Closed Session from October 24<sup>th</sup> personnel policies reviewed.

**NEW BUSINESS:**

1. Motion to approve \$ 7,608 to purchase of Holmatro SR-20 PC2 hydraulic power unit for 4011's rescue tools.
2. A motion was made by Commissioner Popso and seconded by Commissioner Taylor to approve \$ 7,608 to purchase of Holmatro SR-20 PC2 hydraulic power unit for 4011's rescue tools.

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 Christopher Parks as the Chief of the EMS Division.

A motion was made by Commissioner Taylor and seconded by Commissioner Ryan to approve Christopher Parks as the Chief of the EMS Division 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 EMT Andrew Tolstoy and EMT Daniel Meyers as per-diem EMT's for the EMS Division.

5. A motion was made by Commissioner Ryan and seconded by Commissioner Popso to approve EMT Andrew Tolstoy and EMT Daniel Meyers as per-diem EMT's for the EMS Division.

Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.

6. Adopt **RESOLUTION 2022-56 ESTABLISHING THE COMPENSATION FOR THE POSITION OF FULL TIME EMERGENCY MEDICAL TECHNICIAN, AND PRESCRIBING THE POWERS AND DUTIES OF FULL TIME EMERGENCY MEDICAL TECHNICIAN**

A motion was made by Commissioner Ryan and seconded by Commissioner Taylor to adopt **RESOLUTION 2022-56 ESTABLISHING THE COMPENSATION FOR THE POSITION OF FULL TIME EMERGENCY MEDICAL TECHNICIAN, AND PRESCRIBING THE POWERS AND DUTIES OF FULL TIME EMERGENCY MEDICAL TECHNICIAN**

Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.

7. Adopt **RESOLUTION 2022-58 ESTABLISHING THE STIPENDS AND FRINGE BENEFITS OF THE OFFICE OF COMMISSIONER OF FLORENCE TWP FIRE DISTRICT NO. 1.**

A motion was made by Commissioner Ryan and seconded by Commissioner Taylor to adopt **RESOLUTION 2022-58 ESTABLISHING THE STIPENDS AND FRINGE BENEFITS OF THE OFFICE OF COMMISSIONER OF FLORENCE TWP FIRE DISTRICT NO. 1.**

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:**

1. 1. Received the Certification of New Construction/Improvements/Partial Assessments at \$ 1,294,928,300 from the municipal tax office.
2. 2. DCA released a notice of grant recipients of the American Rescue Plan Grant to the district for \$ 29,000.

**MEETING OPEN TO THE PUBLIC:**

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

Hearing none,

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

**CLOSED SESSION:**

1. Adopt **RESOLUTION 2022-57 EXCLUSION OF THE PUBLIC FROM MEETING**

A motion was made by Commissioner Taylor and seconded by Commissioner Ryan to adopt **RESOLUTION 2022-57 EXCLUSION OF THE PUBLIC FROM MEETING** to discuss Personnel and Contracts. 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.

7:14 pm Closed session began.

8:00 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 Ryan and seconded by Commissioner Fratinardo to adjourn the meeting. Motion carried. The meeting adjourned at 8:00 pm.

Respectfully submitted,  
Robert Tharp  
Fire District Administrator