

November 28, 2022

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
WORKSHOP MEETING NOVEMBER 28, 2022

Meeting ID: 89624498116

Passcode: 149041

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, Jason Ryan, Robert Schoen, and Steven Taylor.

**Absent:** Andrew Popso

Also in attendance: Administrator Robert Tharp, Jr., Firefighter T. Estelow (3091 Shop Steward).

**MINUTES:**

Approve minutes of the previous meeting, November 14, 2022, regular meeting:

A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to approve the minutes of the previous meeting November 14, 2022, regular meeting. The motion carried unanimously.

**PRESENTATION OF BILLS:**

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

**MEMBERSHIP APPLICATIONS:**

1. Applicant for EMS Division: Taylor Miliano background phase.

**FIRE DISTRICT ADMINISTRATOR REPORT – Robert Tharp**

1. Since our last meeting, there have been 34 fire assignments:
2. Since our last meeting, there have been 86 EMS assignments.
3. The district received a thank you from Captain Michael Smith regarding the care that was provided to his father during a cardiac incident he sent the email in which I forwarded to the Board, it described how happy he was with the professionalism the crew displayed. The crew was Lt Schoen, Firefighter Fyler, EMT Tomaszewski, Firefighter/EMT Dainis. It was great for us to be acknowledged for the work we did, unfortunately his father did pass. However, he was greatly appreciative.
4. Our new employees in the EMS Division some are coming off their orientation in will be placed in the regular schedule rotation.

5. Mr. Tharp is in the process of making sure we are in track for the February election and meet our obligations with DCA for the budget.
6. The plan is to introduce our budget at the December 12<sup>th</sup>, 2022, regular meeting and for the budget to be submitted to DCA on 12/20/22 so we can schedule a budget hearing in early 2023.
7. Tonight, you will see the required cap levy resolution, we had a meeting with DCA to ensure we are doing the correct requirements for budget submission.
8. On November 22 and 23<sup>rd</sup> the hose, ladder and pump tests were completed no significant issue we discovered during the testing.
9. The special meeting election to put together our capital budgets for 2023 budget. Question one regarding the fire department extrication equipment there was 37 yes votes and 12 no votes of the 49 votes that were cast. On question two regarding our command staff vehicle there was 38 yes votes and 11 no votes from the 49 residents who voted.
10. On Wednesday November 30<sup>th</sup>, 2022, the district is hosting the Joint Insurance Fund Executive, hopefully we will have all our premium cost for 2023.
11. Rescue Engine 4011 over the weekend had to have its batteries replaced, the batteries overheated crews reported an odor of sulfur in the building investigated and discovered the battery issue on 4011. We had an issue with 4015 we have not been able to recreate the incident its an issue in the placement of the electrical box on the officer side dashboard we will keep and eye on this situation 4015 is running properly now.
12. The tires on Ambulance 4081 and 4082 have been replaced.
13. While investigating the odor the on-duty crew discovered an natural gas leak from the overhead heaters on the apparatus floor crews repaired the fitting that was leaking.
14. The department has mandatory live fire training scheduled starting this Wednesday the November 30<sup>th</sup> and several dates in December the training division is coordinating the training.
15. Mr. Tharp participated in the monthly fire department officer meeting on November 21<sup>st</sup> with B/C Miller and Lt. Schoen.
16. There are several community events the department will be participating in:  
Township Tree Lighting 12/2, Roebing Tree Lighting 12/10, Operation Santa 12/17, and the Rabbi from the Chabad of Florence for a Hanukah celebration.

#### **OLD BUSINESS:**

1. Closed Session from November 14, 2022, personnel assignments discussed.

#### **NEW BUSINESS:**

1. Motion to approve **the hiring of Kyle McQueen and Mary Phuangthong as per-diem EMT's for the EMS Division**. A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to approve **the hiring of Kyle McQueen and Mary Phuangthong as per-diem EMT's for the EMS Division**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Absent; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 4-0-0.

2. Motion to approve **RESOLUTION 2022-59 AUTHORIZING PROPERTY TAX CAP LEVY ON FEBRUARY 18<sup>TH</sup>, 2023 FIRE DISTRICT ELECTION.** A motion was made by Commissioner Ryan and seconded by Commissioner Fratinaro to approve **RESOLUTION 2022-59 AUTHORIZING PROPERTY TAX CAP LEVY ON FEBRUARY 18<sup>TH</sup>, 2023 FIRE DISTRICT ELECTION.** Roll call vote: Commissioner Fratinaro – Yes; Commissioner Popso – Absent; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 4-0-0.

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

Received a letter of appreciation from Captain Michael Smith of the NJSP thanking the EMS and Fire crews who responded and treated his father on November 22, 2022

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

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

Hearing none,

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

#### **CLOSED SESSION:**

1. Adopt **RESOLUTION 2022-60 DISCUSS PERSONNEL, CONTRACT, AND PERSONNEL ADMINISTRATIVE POLICIES.**

A motion was made by Commissioner Taylor and seconded by Commissioner Fratinaro to adopt **RESOLUTION 2022-55 DISCUSS PERSONNEL, CONTRACT, AND PERSONNEL ADMINISTRATIVE POLICIES.** Roll call vote: Commissioner Fratinaro – Yes; Commissioner Popso – Absent; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 4-0-0.

Note: Action may be taken after closed session.

7:09 pm Closed session began.

7:44 pm Closed session ended.

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

#### **ADJOURNMENT:**

A motion was made by Commissioner Fratinaro and seconded by Commissioner Ryan to adjourn the meeting. Motion carried. The meeting adjourned at 7:44 pm.

Respectfully submitted,  
Robert Tharp  
Fire District Administrator