

August 14, 2023

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING AUGUST 14, 2023

Meeting ID: 896 2148 6346

Passcode: 814362

Board Chairman Jason Ryan 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

Absent: Scott Arnold

Also in attendance: Administrator Robert Tharp, EMS Division Chief Chris Parks, Firefighter Fyler, Firefighter Blackwell, Firefighter Estelow, EMT Reillo.

MINUTES:

Minutes of the previous meeting July 24, 2023, workshop meeting.

A motion was made by Commissioner Schoen and seconded by Commissioner Popso to approve the minutes of the previous meeting, July 24, 2023, workshop meeting. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Arnold – Absent. The motion carried 4-0-1-0.

TREASURER’S REPORT:

A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to approve the Treasurer’s report. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Arnold – Absent. The motion carried 4-0-1-0.

PRESENTATION OF BILLS:

A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to pay all the bills as presented. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Arnold – Absent. The motion carried 4-0-1-0.

MEMBERSHIP APPLICATIONS:

EMS Division Per-Diem EMT James Otis began orientation.

FIRE DISTRICT ADMINISTRATOR REPORT – Robert Tharp

1. Since the last meeting, we had 73 fire assignments and we're at a total of 587 for the year.
2. We had a burn victim at the Duffy School Apartments on August 5th, 2023; the victim set himself on fire by smoking; Fire Marshal Richardson followed up regarding the no smoking part of the ordinance.
3. Since the last meeting we have had 151 EMS assignments for a total of 1404 for the year.
4. Currently coordinating with Lexipol for the updating of policies for the Fire District.
5. We are working with the Division of Fire Safety about our training report to ensure we are doing the training that every firefighter is required to have; have removed inactive members; held an administrative night and put together an application to make sure everyone has the proper certifications.
6. There are several addresses we are concerned about, such as vacant houses with squatters and buildings with hazards; Fire Marshal Richardson is keeping us updated.
7. Currently vetting applications of potential hires for the uniform Fire Division; held an orientation and nine applicants attended, two applicants have withdrawn from the process and we are now in the medical, fingerprinting, and background check stage.
8. The Fire Division and EMS participated in the National Night Out on August 1st which was well attended by the public.
9. CPR classes are going well and attendance is good.
10. The next Child and Babysitting Safety class is scheduled for September 17th.
11. Chief Parks is working with the EMS staff to redesign the social medial advertising for the CPR and babysitting classes.
12. The full-time EMTs are now working on shift and we are looking for a very productive last quarter of 2023.
13. Currently 4081 and 4082 are both in their normal rotations as some mechanical issues have been worked out.
14. Burlington County Central will be having some IT updates on August 27th so there will be radio only communication, no active 911 or first due.
15. Readvertised Per Diem EMS positions and have had a few applications submitted to Chief Parks.
16. HVAC unit number 6 has been replaced with no issues.
17. We are assisting a high school student with his community service hours.
18. On September 13th we are having All Hands come in to do a demonstration of personal escape systems and to give us an overview of the training they offer.
19. We completed our summer youth camps.
20. Have a meeting scheduled with our insurance representative, Steve Walsh, to review the JIF renewal process.
21. We've been notified by the county clerk that there are three candidates for the two fire commissioner positions – Andrew Popso, William Rzomp, and Scott Daley.
22. This concludes my report at this time.

OLD BUSINESS:

1. Close Session from July 24th, 2023, EMS Division personnel assignments.
2. Close Session from July 24th, 2023, discussed Fire Division applicants.
3. Close Session from July 24th, 2023, discussed Administration personnel.

NEW BUSINESS:

1. Motion made by Commissioner Schoen and seconded by Commissioner Popso for \$50,546.90 contract payment for Rescue Engine 4011 to US Bancorp. Roll call vote: Commissioner Fratinardo Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Arnold – Absent. The motion carried 4-0-1-0.

GOOD OF THE BOARD:

MEETING OPEN TO THE PUBLIC:

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

Hearing none,

A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to close the meeting to the public. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Arnold – Absent. The motion carried 4-0-1-0.

CLOSED SESSION:

1. Adopt **RESOLUTION 2023-30 EXCLUSION OF THE PUBLIC FROM MEETING**

A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to adopt **RESOLUTION 2023-30 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 Arnold – Absent. The motion carried 4-0-1-0.

Note: Action may be taken after closed session.

7:10 pm Closed session began.

7:45 pm Closed session ended.

2. A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to come out of closed session. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Arnold – Absent. The motion carried 4-0-1-0.

ADJOURNMENT:

A motion was made by Commissioner Schoen and seconded by Commissioner Popso to adjourn the meeting. Motion carried. The meeting adjourned at 7:45 pm.

Respectfully submitted,
Robert Tharp
Fire District Administrator