

January 23, 2023

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1  
BOARD OF FIRE COMMISSIONERS  
WORKSHOP MEETING JANUARY 23, 2023

Meeting ID: 815 8595 7829

Passcode: 498101

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, Steven Taylor and Andrew Popso Virtual.

Also in attendance: Administrator Robert Tharp, Jr., Firefighter T. Estelow (3091 Shop Steward), F/F Blackwell, F/F EMT Fyler.

**MINUTES:**

Approve minutes of the previous meeting, January 9th, 2023, regular meeting:  
A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to approve the minutes of the previous meeting January 9<sup>th</sup>,2023, 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. Fire Division Applicant Taylor Miliano forwarded to the company for approval.

**FIRE DISTRICT ADMINISTRATOR REPORT – Robert Tharp**

1. The Fire Division responded to 19 fire assignments from the last meeting on 1/9/23. Also, on of those nineteen assignments the department had a structure fire at 23 Sixth Ave
2. Structure Fire 23 Sixth Ave which was a room and contents fire. All companies did an excellent job. We were very fortunate, the response did come in after 3:00PM. However, Rescue-Engine 4011 was at a motor vehicle accident in front of the high school. When the crew returned to the station Lt. Schoen was still on duty. When the structure fire was dispatched 4011 was able to respond timely with three firefighters in the station and were able to make a great impact at the incident. The response had our regular mutual aid companies for that grid to respond and held the fire to the room of origin and no damage to the attached exposure.
3. EMS Division responded to 84 EMS assignments from the last meeting on 1/9/23.
4. The 2023 Election petitions have been received and forwarded to the County Clerk’s Office.

5. Commissioner Fratinardo returned his petition and will be unopposed for the three-year term.
6. Commissioner Taylor and Scott Arnold returned their petition to run for 1-year unexpired.
7. The inter-governmental transfer firefighter posting on the Civil Service Commission's Website has been extended until April.
8. Tower Ladder 4015 remains out of service we expect Penn Diesel to perform work this week at the station to perform the work the pats have been received to replace the turbo and elements of the exhaust system.
9. Rescue Engine 4011 will have new front tires installed on the 25<sup>th</sup> of January.
10. The District and members of the department are participating in the Riding Across America with the teachers from Roebling Elementary School, which is a great community event. It is an opportunity for the department to do our part for the community with the children from Roebling Elementary.
11. Administrator Tharp attended the township staff meeting.
12. The township has new media position has been filled Administrator Tharp is taking advantage of the township's media platforms to forward the district's information to the public. This gives the district the opportunity to have information on multiple platforms including the department's website, Facebook and including now the township's. We now have a point of contact for the township's media position.
13. Administrator Tharp attended the planning meeting for the Township Carnival, which starts on 5/31/23, we will be working with the township on the Incident Action Plan.
14. Administrator Tharp has several budget Presentations scheduled throughout the community. January 16<sup>th</sup> was for the Florence Township Vol. Fire Company, January 24<sup>th</sup> Florence Twp. Senior Citizen's group's meeting and the Greenbriar community group on January 26<sup>th</sup>.
15. Information on the District's election and budget have been advertised on the district's social media platforms.

#### **OLD BUSINESS:**

1. Closed Session from 1/9/23 updates on EMS Division Personnel Schedules
2. Closed Session from 1/9/23 discussed working out of title procedures.
3. Closed Session from 1/9/23 discussed contract fire division staffing.

#### **NEW BUSINESS:**

1. Motion to approve **RESOLUTION 2023-11 SETTING BILLING RATES FOR EMERGENCY MEDICAL SERVICES PROVIDED BY THE FIRE DISTRICT.** A motion was made by Commissioner Fratinardo and seconded by Commissioner Ryan to approve **RESOLUTION 2023-11 SETTING BILLING RATES FOR EMERGENCY MEDICAL SERVICES PROVIDED BY THE FIRE DISTRICT.** 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 **RESOLUTION 2023-12 SETTING BILLING RATES FOR NON-OPRA FIRE AND EMS REPORTS REQUEST FOR THE FIRE DISTRICT.** A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to approve **RESOLUTION 2023-12 SETTING BILLING RATES FOR NON-OPRA FIRE AND EMS REPORTS REQUEST FOR THE FIRE DISTRICT.** 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 **RESOLUTION 2022-68 AMENDING THE BUDGET FOR 2023**. A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to approve **RESOLUTION 2022-65 RESOLUTION 2022-68 AMENDING THE BUDGET FOR 2023**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Absent; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Absent. The motion carried 3-0-0.
4. Motion to approve **payment of \$ 8,285.51 to Public Service Electric and Gas**. A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to approve **payment of \$ 8,285.51 to Public Service Electric and Gas**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Taylor – Yes. The motion carried 5-0-0.
- 5.

**GOOD OF THE BOARD:**

**No Report**

**MEETING OPEN TO THE PUBLIC:**

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

Hearing none,

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

**CLOSED SESSION:**

1. Adopt **RESOLUTION 2023-13 EXCLUSION OF THE PUBLIC FROM MEETING**.

A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to adopt **RESOLUTION 2023-13 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.

7:08 pm Closed session began.

7:40 pm Closed session ended.

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

**ADJOURNMENT:**

A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to adjourn the meeting. Motion carried. The meeting adjourned at 7:40 pm.

Respectfully submitted,  
Robert Tharp  
Fire District Administrator