

January 9, 2023

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING JANUARY 9, 2023

Meeting ID: 89728179536

Passcode: 946995

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.

Absent: None

Also in attendance: Mayor Craig Wilkie, Administrator Robert Tharp, Battalion Chief Arnold Miller, EMS Division Chief Chris Parks, Firefighters D. Motta, S. Moran, W. Blackwell, S. Arnold

MINUTES:

Minutes of the previous meeting December 26, 2022, workshop meeting.

A motion was made by Commissioner Popso and seconded by Commissioner Fratinardo to approve the minutes of the previous meeting December 26, 2022, workshop meeting. The motion carried unanimously.

TREASURER REPORT:

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

PRESENTATION OF BILLS:

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

MEMBERSHIP APPLICATIONS:

1. Applicant for EMS Division Marissa Therien background phase
2. Applicant for Fire Division Ziya Nuri Oflu completed medical phase.

FIRE DISTRICT ADMINISTRATOR REPORT – Robert Tharp

1. Reported the Fire Division responded to 868 fire assignments in 2023.
2. Reported the EMS Division responded to 2195 EMS assignments in 2023.
3. The 2023 Budget is conditionally approved by DCA.

4. Tonight, is the 2023 budget hearing, I want to comment that the budget we have worked on and have put together is a responsible budget. The budget meets the needs of the taxpayers and residents of Florence Township. The budget addresses the shortages of the staffing of our volunteers, we have seen in the last three years a 67% reduction of volunteer staffing. The budget also addresses the National and Local shortage of EMT's within our EMS Division. The budget addresses the department's ability to respond with an incident commander and officer on the apparatus 24 hours, seven days a week, 365 days. Florence Township Fire District No 1 in comparison to other fire districts we deliver EMS response and transport and fire suppression. In comparison other fire districts budgets reflect on fire department operations.
5. Currently Tower Ladder 4015 remain out of service. We are expecting parts within the week. The parts are for replacing the Engine Turbo and parts for the emission system. All Florence Township Firefighters enrolled in the Firefighter 2 program have passed their state exam, the district was one of the largest groups in the class.
6. The February election preparation is in place for the 18th of February.
7. On Wednesday January 11th two sessions of training will be provided at 1:00PM -5:00PM and 6:00PM-10:00 PM for active shooter incident management. The training is cooperative with our department and the police department. This enables us to have an integrated training with all departments who would respond to these incidents in Florence Township
8. We have implemented a new payroll schedule to include 26 pay periods. This has gone relatively seamlessly.
9. The Aladtec scheduling platform is fully live, we are using the clock in and clock out features. We are in discussion with Prime point payroll our payroll company to address issues and make sure payroll is established and requirements are done properly.
10. Probationary Firefighter Terrill Harris's graduation for Firefighter 1 is scheduled for January 31st.
11. Administrator Tharp meet with the Township Administrator to review the budget.
12. The Fire Department training schedule is set for January and February, the training division and Lt Schoen has published the dates to all members.
13. The district's Fire Station Security Project door lock change is completed on exterior station doors and admin office doors.
14. Several of the EMS new hires have been approved as crew members.
15. Chief Parks scheduling initiatives working very well.

OLD BUSINESS:

1. No Closed Session from December 26th meeting.

NEW BUSINESS:

1. Mayor Craig Wilkie performed the swearing in of EMS Division Chief Chris Parks, Chief Parks took the oath of office with his family holding the bible.
2. The meeting was paused for light refreshments for Chief Parks swearing in.
3. A Motion was made by Commissioner Popso and seconded by Commissioner Taylor to approve \$ 44,840 for the first installment payment to The First Responder Joint Insurance Fund for 1/2023. The motion carried unanimously.

4. A Motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to approve \$ 26,990.63 for the 2023 bond interest payment to the Depository Trust Company. The motion carried unanimously.

5. Adopt **RESOLUTION 2023-01 APPROVING TRUIST BANK AS THE DISTRICT'S DEPOSITORY.** A motion was made by Commissioner Popso and seconded by Commissioner Taylor to adopt **RESOLUTION 2022-01 APPROVING TRUIST BANK AS THE DISTRICT'S DEPOSITORY** 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 2023-02 DESIGNATING THE NEWSPAPERS FOR PUBLIC NOTICES FOR THE FLORENCE TWP FIRE DISTRICT NO. 1.**

A motion was made by Commissioner Popso and seconded by Commissioner Fratinardo to adopt **RESOLUTION 2023-02 DESIGNATING THE NEWSPAPERS FOR PUBLIC NOTICES FOR THE 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.

7. Adopt **RESOLUTION 2023-03 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1'S PHYSICIAN.** A motion was made by Commissioner Taylor and seconded by Commissioner Taylor to adopt **RESOLUTION 2023-03 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1'S PHYSICIAN.**

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

8. Adopt **RESOLUTION 2023-04 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1'S FINANCIAL ADVISOR.** A motion was made by Commissioner Ryan and seconded by Commissioner Popso to adopt **RESOLUTION 2023-04 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1'S FINANCIAL ADVISOR.**

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

9. Adopt **RESOLUTION 2023-05 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1'S AUDITOR.** A motion was made by Commissioner Popso and seconded by Commissioner Fratinardo to adopt **RESOLUTION 2023-05 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1'S AUDITOR.**

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

10. Adopt **RESOLUTION 2023-06 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1'S SOLICITOR.** A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to adopt **RESOLUTION 2023-06 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1'S SOLICITOR.**

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

11. Adopt **RESOLUTION 2023-07 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1'S TO MOVE THE FEBRUARY ELECTION TO THE NOVEMBER GENERAL ELECTION.** A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to adopt **RESOLUTION 2023-07 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1'S TO MOVE THE FEBRUARY ELECTION TO THE NOVEMBER GENERAL ELECTION.**

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

12. Adopt **RESOLUTION 2023-09 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1 TO APPROVE TO CHANGE THE TITLE OF FIRST LEVEL FIRE LIEUTENANT CIVIL SERVICE TITLE 01843 TO FIRST LEVEL FIRE CAPTAIN CIVIL SERVICE TITLE 01836.** A motion was made by Commissioner Ryan and seconded by Commissioner Fratinardo to adopt **RESOLUTION 2023-09 APPROVING THE FLORENCE TWP. FIRE DISTRICT NO. 1 TO APPROVE TO CHANGE THE TITLE OF FIRST LEVEL FIRE LIEUTENANT CIVIL SERVICE TITLE 01843 TO FIRST LEVEL FIRE CAPTAIN CIVIL SERVICE TITLE 01836.**

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. Probationary Firefighter Terrill Harris has passed his State Firefighter 1 exam, graduation is scheduled for January 31st, 2023.

MEETING OPEN TO THE PUBLIC:

A motion was made by Commissioner Taylor and seconded by Commissioner Popso to open the meeting to the public to discuss the 2023 Florence Township Fire District No. 1 budget as approved by the NJ Department of Community Affairs. The motion carried unanimously.

Hearing none,

A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso close the meeting to the public to discuss the 2023 Florence Township Fire District No. 1 budget as approved by the NJ Department of Community Affairs. Motion carried unanimously.

1. Adopt **RESOLUTION 2023-08 ADOPTING THE 2023 BUDGET OF THE FLORENCE TWP. FIRE DISTRICT NO. 1.** A motion was made by Commissioner Ryan and seconded by Commissioner Taylor to adopt **RESOLUTION 2023-08 ADOPTING THE 2023 BUDGET OF THE 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

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 Fratinardo and seconded by Commissioner Popso close the meeting to the public. Motion carried unanimously.

CLOSED SESSION:

1. Adopt **RESOLUTION 2023-10 EXCLUSION OF THE PUBLIC FROM MEETING**

A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to adopt **RESOLUTION 2023-10 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.

7:26 pm Closed session began.

8:18 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 Fratinardo and seconded by Commissioner Popso to adjourn the meeting. Motion carried. The meeting adjourned at 8:18 pm.

Respectfully submitted,
Robert Tharp
Fire District Administrator