

September 11, 2023

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING SEPTEMBER 11, 2023

Meeting ID: 858 6032 9668

Passcode: 144023

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 (in-person at 7:10 pm), Robert Schoen, Scott Arnold (virtual).

Also in attendance: Administrator Robert Tharp, EMS Division Chief Chris Parks, Firefighter Motta, Firefighter Taylor.

MINUTES:

Minutes of the previous meeting August 28, 2023, workshop meeting.

A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to approve the minutes of the previous meeting, August 28, 2023, workshop meeting. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Absent; Commissioner Schoen – Yes; Commissioner Arnold – Yes. 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 – Absent; Commissioner Schoen – Yes; Commissioner Arnold – Yes. The motion carried 4-0-1-0.

PRESENTATION OF BILLS:

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

MEMBERSHIP APPLICATIONS:

Fire Division Applicant Eric Pearson in background phase.

FIRE DISTRICT ADMINISTRATOR REPORT – Robert Tharp

1. Since the last meeting, we had 38 fire assignments for a total of 657 for the year and 82 EMS assignments for a total of 1,567 for the year; we are on pace to be at a total of 3,000 assignments for both divisions for the year.
2. After our vetting process, five job offers were made for the uniform fire division side and five were accepted.
3. Orientation for the new firefighters will be on September 15th.
4. Two of the new hires do not have Firefighter I and will report to Cherry Hill Fire Department's Fire Academy on September 25th.
5. EMS Chief Parks reports the following schedule for upcoming classes: Community CPR class - Tuesday, September 19th at 7:00 pm, Child and Babysitting Safety class - Sunday, September 17th at 2:00 pm and First Aid for the community - Tuesday, September 26th at 6:00 pm.
6. We are still looking to get three personnel certified as American Heart Association CPR Instructors; there is a class in October at the Burlington County Emergency Services Training Center.
7. We are in another vetting cycle and accepting resumes for a career EMT position and re-advertising per diem EMT positions.
8. I attended the township staff meeting and was introduced to the new administrator Mickey Muchowski.
9. I attended the First Due Command Summit on September 7th at the Camden County Fire Academy along with Firefighter Estelow; First Due is the software company we use for our NFIRS reporting thru the county dispatch and is also under the new software upgrade we did with the inspection program for Fire Marshal Ricardson.
10. Today we had a 9/11 reflection and memorial ceremony.
11. On September 5, the EMS and Fire Divisions reported to the Roebling Elementary School to welcome back the students.
12. We are currently working with the police department regarding the fire department operations so we can work better together at incidents.
13. On September 28th, we are going to have our kickoff meeting with Lexipol for the new policy manual we are developing.
14. Our new Holmatro tools that were included with the capital budget are scheduled for delivery on September 14th and ESI is fabricating tool brackets to be mounted in compartments in engine 4011; also in the process of scheduling training on the tools with ESI.
15. We received a letter and report on a fire department/EMS CPR save on September 3rd by on-duty department personnel.
16. The new delivery date for our generator project parts is September 23rd, which was pushed back a few days.
17. This concludes my report at this time.

OLD BUSINESS:

1. Closed Session from August 28, 2023, discussed candidate interview schedule.
2. Closed Session from August 28, 2023, discussed EMS staffing directives and personnel overtime.
3. Closed Session from August 28, 2023, Shop 40E representation.

NEW BUSINESS:

1. A motion was made by Commissioner Fratinardo and seconded by Commissioner Popso to approve the installment payment of \$44,843 to First Responder Joint Insurance Fund. Roll call vote: Commissioner Fratinardo Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Arnold – Yes. The motion carried 5-0-0-0.

GOOD OF THE BOARD:

Fire/EMS personnel participated in welcoming students back to school at Roebbling Elementary School.

MEETING OPEN TO THE PUBLIC:

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

Hearing none,

A motion was made by Commissioner Fratinardo and seconded by Commissioner Schoen to close the meeting to the public. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Arnold – Yes. The motion carried 5-0-0-0.

CLOSED SESSION:

1. Adopt **RESOLUTION 2023-33 EXCLUSION OF THE PUBLIC FROM MEETING**

A motion was made by Commissioner Fratinardo and seconded by Commissioner Arnold to adopt **RESOLUTION 2023-33 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 – Yes. The motion carried 5-0-0-0.

Note: Action may be taken after closed session.

7:10 pm Closed session began.

7:32 pm Closed session ended.

2. A motion was made by Commissioner Fratinardo and seconded by Commissioner Schoen to come out of closed session. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Yes; Commissioner Arnold – Yes. The motion carried 5-0-0-0.

ADJOURNMENT:

A motion was made by Commissioner Fratinardo and seconded by Commissioner Ryan to adjourn the meeting. Motion carried. The meeting adjourned at 7:32 pm.

Respectfully submitted,
Robert Tharp
Fire District Administrator