

SEPTEMBER 25, 2023

**FLORENCE TOWNSHIP FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
WORKSHOP MEETING SEPTEMBER 25, 2023**

Meeting ID: 885 1384 1685

Passcode: 809725

Board Chairman Jason Ryan called the workshop 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, Scott Arnold
Also in attendance: Administrator Tharp, Captain Motta, Firefighter Taylor, Firefighter W. Blackwell, Firefighter Fyler, Firefighter Arbaugh.

MINUTES:

A motion was made by Commissioner Fratinardo and seconded by Commissioner Schoen to approve the minutes of the previous meeting, September 11, 2023, regular meeting. The motion carried unanimously.

PRESENTATION OF BILLS:

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

MEMBERSHIP APPLICATIONS:

Received an application for Fire Department Auxiliary from Christopher Barrella.

FIRE DISTRICT ADMINISTRATOR REPORT – Robert Tharp

1. Since the last meeting, we had 42 fire assignments and we’re at a total of 708 for the year and our EMS assignments were 88 for a total of 1,650 for the year.
2. On September 15, 2023, we brought uniform fire division new members in for an administrative day and orientation week was September 18th through the 22nd and included physical training and orientation to our operations and apparatus.
3. Probationary Firefighter Brown is now assigned to the Cherry Hill Fire Academy for training.
4. I was invited down to the academy today to give a brief overview of our department’s history.
5. Our certification disposition for the firefighter list has been sent to the civil service commission and has been accepted.

6. We are going to perform foam training on Wednesday, September 27th using our new equipment.
7. The department participated in the George Lengel remembrance memorial in Roebing Park.
8. The next community CPR class is scheduled for October 17th at 7:00pm.
9. The next babysitting safety class has been cancelled due to low attendance; future classes will be announced at a later date.
10. The EMS division is sponsoring a blood drive with the American Red Cross on October 13, 2023, from noon to 5:00pm here at the fire station.
11. Today is the last day we are accepting resumes for the full-time EMT position that was created with the hiring of Firefighter Matt. Taylor.
12. We have received one application for a per diem EMT and are still actively recruiting.
13. 4081 was sent out for some repairs, along with scheduled maintenance; 4082 is out for scheduled maintenance and should be back in service on Tuesday, September 26th.
14. We received a request to cover Endeavor Emergency Squad on September 23rd for two hours as they were out of service and we were able to successfully cover for them.
15. On October 22nd, we were on standby for the high school football game and responded to a few incidents during that time.
16. EMT Alice Earls has been nominated for EMT of the year; the winner will be announced at the EMS conference in November, which Chief Parks will be attending.
17. I attended the JIF executive meeting on zoom.
18. Firefighter Estelow attended the cyber JIF meeting which reviewed cyber recommendations for protection; JIF did an RFP and brought in a company to assist with some cyber training.
19. We are ahead of the game for cyber security on the fire end as all of our fire reports are through the county.
20. We have been working with First Due, which is the county program; I do see us moving to First Due once our contract with Active 9-1-1 is up.
21. The first of the year, something will go out asking members to use both Active and First Due apps so they can become familiar with First Due.
22. We should be rolling out the new website in the next few days.
23. October 13, 2023, will be the department's open house for fire prevention week.
24. Next week, we will be meeting with school superintendent to discuss initiatives and ideas for recruitment of the junior and senior students to see if there is any interest in becoming a career firefighter or EMT.
25. We had a drill with representatives from All Hands to review the personal escape systems.
26. We had a fire officers meeting on September 21st and it was well attended.
27. On September 28th we will have a kickoff meeting with Lexipol and the administrative staff.
28. We are hosting the Fire Threat Task Force meeting for the south portion of the state on September 29th.
29. The Holmatro rescue tools that were approved with the capital budget have been delivered; waiting for ESI to come in to mount them.

OLD BUSINESS:

1. Close Session from September 11th, 2023, discussed personnel hiring and orientation.
2. Close Session from September 11th, 2023, discussed EMS personnel staffing.
3. Close Session from September 11th, 2023, discussed contract with Cherry Hill Fire Academy for new hire.

NEW BUSINESS:

1. A motion was made by Commissioner Fratinardo and seconded by Commissioner Schoen was made to approve the payment of \$ 86,973.36 to ESI Equipment Inc. for Holmatro Hydraulic Rescue Tools approved in the 2023 Capital Budget. 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.
2. A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to approve the payment of \$5,975.44 to Public Service Gas & Electric for August utilities. 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:

1. Don Camus thanked the Fire Department for attendance at the remembrance tree planting and memorial for George Lengel by the Roebling Museum Society.

MEETING OPEN TO THE PUBLIC:

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

Hearing none,

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

CLOSED SESSION:

1. Adopt **RESOLUTION 2023-34 EXCLUSION OF THE PUBLIC FROM MEETING**

A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to adopt **RESOLUTION 2023-34 EXCLUSION OF THE PUBLIC FROM MEETING** to discuss personnel, contract, and personnel administrative policies. The motion carried unanimously.

Note: Action may be taken after the closed session.

7:12 pm Closed session began.

7:53 pm Closed session ended.

2. A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo 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 7:53pm.

Respectfully submitted,
Robert Tharp
Fire District Administrator