

OCTOBER 23, 2023

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

Meeting ID: 845 4713 6475

Passcode: 835048

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; **Absent** - Scott Arnold

Also in attendance: Administrator Tharp, EMS Chief Parks, Firefighter W. Blackwell.

MINUTES:

A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to approve the minutes of the previous meeting, October 9, 2023, regular 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.

PRESENTATION OF BILLS:

A motion was made by Commissioner Fratinardo and seconded by Commissioner Schoen 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:

Fire Department Auxiliary Applicant Chris Barella has been forwarded to the Fire Company. Fire Department Applicant Eric Pearson is in the medical phase.

FIRE DISTRICT ADMINISTRATOR REPORT – Robert Tharp

1. Since the last meeting, we had 35 fire assignments and we’re at a total of 768 for the year and our EMS assignments were 77 for a total of 1,808 for the year.
2. Rescue Engine 4011 has been repaired; the transfer solenoid and the gauge on the bumper discharge were replaced.
3. The plan is to get the rescue tools on 4011 Friday morning before the extrication training.

4. I want to give compliments to members of B Platoon and Captain Fyler; they met up with an individual named Nicholas with special needs in the Mallard Creek development; they really made his day.
5. We've been monitoring the Middle East situation and informational dissemination reports coming out of Iraq for threats to Jewish communities.
6. Hose testing is scheduled for November 30, 2023 and pump and ladder testing is scheduled for December 12, 2023.
7. The department training held on October 18th on vehicle fires and LPGs went well.
8. We scheduled a class A structure burn for November 15th and 22nd.
9. We have a walk through of National Gypsum scheduled for Wednesday, October 25th.
10. We received good reviews regarding our recruit at the Burlington County Firefighter Two class in Westampton and our Uniform Fire Department recruit who is in the Firefighter One class in Cherry Hill.
11. Chief Schoen and I went to the Burlington County Fire Academy to observe live burns recruit Brown was participating in; we will be providing apparatus for one of the practical classes for the Firefighter One class at the academy.
12. Chief Parks reports that the Community CPR class held on October 17th was a full class and we received a lot of positive feedback.
13. The American Red Cross blood drive held on October 13th was very successful and we met our goal for the event.
14. The applications for the full time EMT position are due today, October 23rd.
15. 4081 went out to ESS to have the rear heater valve replaced.
16. 4081 has an issue with the ignition switch and we are working on getting that repaired at a Ford dealership.
17. We are currently working on new methods for recruitment and retention of our per diem EMS members.
18. Under public education, the Fire Prevention Bureau's open house was a great success; we estimate approximately 250 people attended.
19. Fire Marshal Richardson is closing out his annual inspections for the year and has also been doing numerous fire pump tests.
20. We attended a trunk or treat event on October 21st at the Riverfront Charter School; we will be attending another one on October 26th at the high school.
21. Unfortunately, due to the rain, the Florence Fall Festival and Touch a Truck events have been postponed.
22. Fire Marshal Richardson has sent out a hazard of a structure notice where the property has an illegal bedroom in the basement.
23. We made a request to the civil service to confirm that we are included in the February 2024 captain's exam announcement which will be February 1, 2024.
24. We received confirmation on the payoff of Rescue Engine 4011 and will now apply to get the title.

25. The automatic transfer switch for the generator has arrived and we are now coordinating an installment date and power connections with Penn Power Supply.
26. The 2022 audit has been published in the newspaper.
27. The reports were submitted for the DCA grant for reimbursement of turnout gear that was purchased.
28. We will be hosting the general election polling on November 7th for three wards.
29. We have been moving forward with Lexipol on several policies.
30. The third quarter incentive payments went out to the volunteers.
31. Winter service was performed on all the heating units in the building last week.
32. Todd is finishing up the new website; it's completed but some information needs to be merged over from the DCA.
33. We are working with a company called D2 Cyber Protection to increase our protection against hacks or breaches that may happen.
34. The EMS Chief's report is in your packets.

OLD BUSINESS:

1. Closed Session from October 9,2023 discussed Administrative Personnel.
2. Closed Session from October 9,2023 discussed EMS personnel staffing.

NEW BUSINESS:

1. A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to approve the payment of \$3,877.15 to Public Service for October utilities. 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.
2. A motion was made by Commissioner Schoen and seconded by Commissioner Popso to approve the payment of \$57,440.17 to Florence Township for the 4th Quarter Health and Dental Plan cost. 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.
3. A motion was made by Commissioner Schoen and seconded by Commissioner Popso to pay \$5,424.98 to Florence Township for fuel usage 6/21/23 thru 9/30/23. 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:

The fire department received a thank you letter from Darlene Taylor of 50 Abrams Drive for the professionalism the members of the department displayed in assisting her with her smoke and CO detectors.

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 4-0-1-0.

Hearing none,

A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to close the meeting to the public. Motion carried 4-0-1-0.

CLOSED SESSION:

1. Adopt **RESOLUTION 2023-38 EXCLUSION OF THE PUBLIC FROM MEETING**

A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to adopt **RESOLUTION 2023-38 EXCLUSION OF THE PUBLIC FROM MEETING** to discuss personnel, contract, and personnel administrative policies. 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 the closed session.

7:11 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. The motion carried 4-0-1-0.

ADJOURNMENT:

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

Respectfully submitted,
Robert Tharp
Fire District Administrator