

October 10, 2022

FLORENCE TOWNSHIP FIRE DISTRICT NO. 1
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING OCTOBER 10, 2022

Meeting ID: 854 7460 8936

Passcode: 823971

Board Vice Chairman Jason Ryan 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, Robert Schoen (Arrived at 7:09pm), and Steven Taylor

Absent: None

Also in attendance: Administrator Robert Tharp, Jr., Battalion Chief A. Miller, Firefighters T. Estelow, E. Fyler, B. Blackwell, and EMT A. Earls

MINUTES:

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

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

TREASURER REPORT:

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

PRESENTATION OF BILLS:

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

MEMBERSHIP APPLICATIONS:

1. Applicant for EMS Division Andrew Tolstoy background completed.
2. Applicant for EMS Division Kyle McQueen background phase.

FIRE DISTRICT ADMINISTRATOR REPORT – Robert Tharp

1. Since the last meeting there have been 34 fire assignments. On the morning of October 9th we had a 2-alarm fire at 37 Tollgate Place. FF Fyler was on house watch when he saw the smoke and fire, which is when he notified Central and we responded. I got here around 8:30am. Companies did a great job; they held the fire to the apartment of origin. There was fire containment damage to adjoining apartments on the first floor. There were reports of

persons entrapped. The EMS crew that arrived on scene assisted the police in evacuating the lower floors and looked to see if anyone was left in the second-floor apartment. It is currently under investigation by the County Fire Marshal. It was a good response from both our department and mutual aid. We were able to get out engine 4012 and tower 4015. Both Chiefs were out of town. The initial Incident Commander was Deputy Chief Dubell from Mansfield, and then Lt. Schoen assumed command when the scene was turned over.

2. We have had 138 EMS assignments for the month of September, with 20 mutual aid calls. Currently ambulance 4082 is out of service, on 10/11/2022 it will be repaired. The bearing packing must be repaired; Lt. Schoen is working on that and has it scheduled.
3. 4011 had a few things going on in the past few weeks, Fire and Safety had replaced a DEF manifold on the apparatus, and in turn there was a crank shaft pressure light warning. Fire and Safety notified us of that that. We took it over to Bristol Cummings and found out that there was an issue with the engine that needed to be rebuilt. We are fortunate that the rebuild will be covered under warranty, and hopefully it won't happen again. That would have been a \$25,000-30,000 repair had we had to pay for it. With that series of engine, it is expensive no matter what the manufacturer – Sea Grave, KME, or Pierce – Cummings is aware of the issue.
4. Lt. Schoen and I attended a leadership seminar at the New Jersey City University on October 1st, which was sponsored by the New Jersey Deputy Chiefs Association.
5. I attended an electric vehicle fire seminar at Mercer County Fire Academy which was presented by the Delaware Valley. If you have been paying attention to what's occurring in Florida and the numerous car fires that have been occurring as the cars are drying out from Hurricane Ian.
6. We completed EMS Chief interviews on October 3rd and October 6th.
7. Orientation shifts have been scheduled for the new EMS hires and they have been working with our experienced crews and EMS command staff.
8. Fire prevention Open House is Friday October 14th at 1700 hours. FM Richardson has notified the company and has been preparing the events for that evening.
9. On October 11th and October 12th, there will be school presentations in the community.
10. The October training schedule has been published by Lt. Schoen. Wednesday evening on the 12th, we are having a Swift Water Awareness class here which was rescheduled from December of 2021, which was put together by Beverly for a training initiative. They asked to have the class here in exchange for our attendance for free. Unfortunately, last December that class was cancelled due to a 2-alarm fire. Notices have been sent out to participate in the training, and it is also on the schedule.
11. Lt. Schoen has been doing training on the new hydraulic forcible entry tool that we have.
12. We are meeting with the PD in regard to the Active Shooter Incident Management Basic Class with them to do interagency training between PD, EMS, and Fire.

OLD BUSINESS:

1. Closed Session from September 26, 2022, IAFF Local 3091 contact was ratified.
2. Closed session 9/26/2022 Policies 786, 787, 788 were reviewed.

NEW BUSINESS:1. Adopt **RESOLUTION 2022-41 ACCEPTING AUDIT REPORT FOR THE YEAR 2021**

A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to adopt the **RESOLUTION 2022-41 ACCEPTING AUDIT REPORT FOR THE YEAR 2021**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Absent; Commissioner Taylor – Yes. The motion carried 4-0-0.

2. Adopt **RESOLUTION 2022-42 APPROVING ADMINISTRATIVE POLICY 786 HEALTH CARE OPTION FOR FULL TIME EMPLOYEES**

A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to adopt **RESOLUTION 2022-42 APPROVING ADMINISTRATIVE POLICY 786 HEALTH CARE OPTION FOR FULL TIME EMPLOYEES**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Absent; Commissioner Taylor – Yes. The motion carried 4-0-0.

3. Adopt **RESOLUTION 2022-43 APPROVING ADMINISTRATIVE POLICY 787 INJURY REPORTING PROCEDURE**

A motion was made by Commissioner Taylor and seconded by Commissioner Fratinardo to adopt **RESOLUTION 2022-43 APPROVING ADMINISTRATIVE POLICY 787 INJURY REPORTING PROCEDURE**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Absent; Commissioner Taylor – Yes. The motion carried 4-0-0.

4. Adopt **RESOLUTION 2022-44 APPROVING ADMINISTRATIVE POLICY 788 UNIFORMED FIRE DEPARTMENT SICK LEAVE PROCEDURE**

A motion was made by Commissioner Fratinardo and seconded by Commissioner Taylor to adopt **RESOLUTION 2022-44 APPROVING ADMINISTRATIVE POLICY 788 UNIFORMED FIRE DEPARTMENT SICK LEAVE PROCEDURE**. Roll call vote: Commissioner Fratinardo – Yes; Commissioner Popso – Yes; Commissioner Ryan – Yes; Commissioner Schoen – Absent; Commissioner Taylor – Yes. The motion carried 4-0-0.

GOOD OF THE BOARD:

1. The Fire Company Annual Dinner is scheduled for November 19th, 2022 at Deerwood Country Club.

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 Schoen to close the meeting to the public. Motion carried unanimously.

CLOSED SESSION:1. Adopt **RESOLUTION 2022-45 EXCLUSION OF THE PUBLIC FROM MEETING**

A motion was made by Commissioner Schoen and seconded by Commissioner Fratinardo to adopt **RESOLUTION 2022-45 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.

7:10 pm Closed session began.

7:55 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 Taylor and seconded by Commissioner Ryan to adjourn the meeting. Motion carried. The meeting adjourned at 7:55 pm.

Respectfully submitted,
Taylor Borgstrom-VanDoren