

**Board of Fire Commissioners  
GLOUCESTER TOWNSHIP FIRE DISTRICT 6  
Monthly Board Meeting Minutes**

**Meeting Held:** April 27, 2017  
**Meeting Place:** Board Office  
**Meeting Called to Order:** 6:40pm  
**Members of Board Present:** **Chairman** – George Brown  
**Vice Chairman** – Richard Annacone  
**Treasurer** – Brian Robinson  
**Secretary** – George Flinn, excused  
**Commissioner** – Steven Funkhouser  
**Administrative Clerk** – Jeanette Cottone  
**Solicitor** – David Carlamere

**Salute the Flag**

**The Sunshine Law** – George Brown: In accordance with the NJ Sunshine Law this meeting is open to the public. The public portion will follow the regular business of the Board.

**Roll call Commissioners:**

Comms. Robinson, Annacone, Funkhouser and Brown present. Comm. Flinn is excused.

**Minutes of the previous meeting** - Motion to accept the previous month's minutes as they are available to the public upon request.

Motion made by Comm. Annacone, seconded by Comm. Funkhouser. Roll call vote, all yes.

**Correspondence** – Jeanette Cottone

**Adm.Ci.Cottone:**

**Comm. Brown:** I'd like to add a note to that. I did speak to Comm. Funkhouser, we received a request from the Mayor's Office to respond to a resident about how to better use the Social Hall. I did speak to Comm. Funkhouser and he allowed me to answer that which I did. And I think I should pass that around in case anybody asks the other Commissioners why we don't rent out the Social Hall. It took me a couple days to really think through that, but I think it was honest.

**Comm. Funkhouser:** Real nice job.

**Comm. Brown:** Do you have that with you, did you all get it?

**Comm. Funkhouser:** Yes we did.

**Comm. Brown:** OK great. Thank you.

**Treasurer's Report** – Rich Annacone

Audubon General Account	1,631,641.16
Audubon Payroll Account	30,405.25
Expenditures: as of 04/27/17	121,829.26

TOTAL AMOUNT FOR APPROVAL      121,829.26

Motion made by Comm. Funkhouser, seconded by Comm. Robinson to approve the Treasurer's Report. Roll call vote, all yes.

**COMMITTEE REPORTS**

**Budget Co-Commissioner** – George Brown

No report.

**Computer Services** – George Brown

No report.

**Fire Prevention** – George Brown

No report.

**IAFF Contracts Co-Commissioner – George Brown**

No report.

**Legal Liaison – George Brown**

No report.

**Liaison to the District Volunteers – George Brown**

**Comm. Brown:** There are no new members tonight. Christopher Brown is not in State.

**Budget Co-Commissioner – Rich Annacone**

No report.

**IAFF Contracts Co-Commissioner – Rich Annacone**

**Comm. Annacone:** I'm waiting to hear back from the mediator, we haven't heard anything from him yet.

**Comm. Brown:** I did send a note off to Mr. Long this afternoon asking him if he had heard anything from our friends at PERC. He did not respond, I'm sure he was busy. But I should have done it earlier, but I tried.

**Personnel / Administration – Rich Annacone**

No report.

**Personnel / Operations – Rich Annacone**

**Comm. Annacone:** I'm working on a new policy for the medical insurance waiver.

**Apparatus – Brian Robinson**

**Comm. Robinson:** I would just refer to the Chief's email today of any truck issues. Everything seems to be good. The new vehicle seems to be moving along as far as training and equipment, I was just out looking at it. Other than that, status quo.

**Comm. Brown:** I have a thought if the Board agrees. I'd like to see some recognition for the people who put a lot of time into the new Squad. Whether it's a plaque for them individually or a plaque that goes in the Station. The apparatus is going to be here for 15 years, but I'd like them to be remembered for the time that they put into that. That's a magnificent piece of equipment, and I think it will serve the community well for a long time.

**Comm. Robinson:** A plaque with a picture and all the names on it. We discussed doing something like the hallway.

**Comm. Brown:** Do we all agree with that?

**Comm. Funkhouser:** Is that something that needs to be put into a motion?

**Comm. Annacone:** In the old days we'd have a parade for it.

**Comm. Brown:** Right, we're cutting down.

Motion made by Comm. Robinson, seconded by Comm. Funkhouser to approve a plaque and individually also to the people who participated in the time and effort spent on the new apparatus.

Roll call vote, all yes.

**Fire Department Equipment – Brian Robinson**

No report.

**Fire Department Operations – Brian Robinson**

No report.

**Training – Brian Robinson**

**Comm. Robinson:** Training is good.

**Insurance – George Flinn**

No report.

**Sign – George Flinn**

No report.

### Water – George Flinn

No report.

### Building Maintenance & Grounds – Steve Funkhouser

**Comm. Funkhouser:** We received a plaque from Texas for our donation of our fire apparatus which I'd like to pass on to the volunteer fire department. I thought it was very nice of them.

**Comm. Brown:** I'd like to see it be displayed for everybody who comes into the building. It's a great story.

**Comm. Robinson:** It is. You usually don't hear about the gear you donate and other stuff like that, but when the truck actually gets a home, that's pretty neat.

**Comm. Brown:** Maybe we can get them to send us a picture and somehow mount the picture to the plaque, I think that would be nice. This hall out here which the volunteers have promised they're going to build us something.

**Comm. Funkhouser:** In our Building Committee, we have a trophy case set up in one of the areas we put together, but that's gone down the wayside right now.

**Comm. Funkhouser:** The sprinkler system for the lawn has been turned on.

**Comm. Funkhouser:** The roof leak...we've had quite a few storms since we had the roof leak, and we've had no water since then. So what Mike and I were discussing is, it was the ice and snow that was up there that was backing up under some areas where the water was coming from. So we're just going to keep an eye on it for right now. I'd like to get all the ceiling tiles fixed, but that's down the line.

**Comm. Funkhouser:** My goal is to try and get the paid staff and whoever sleeps upstairs downstairs, somehow. The letter from the resident, it kind of bothers me, but we're going to have to sit down with the building committee and see what we can do. Again, get them downstairs. They are coming down steps and it is a hazard in my eyes. Other than that, that's all I got.

**Comm. Brown:** Maybe we should ask the Chief to ask the JIF, the Insurance Co., to give us an opinion on that, and use the opinion of the insurance company as the basis for why we want to do that work. I think it carries a lot more weight if it says that we have a safety issue, and not only did you recognize it but we wanted to do something about it. They come in I think and do a periodic building inspection. We should ask them to give us a letter on what they think about that and then follow that recommendation. I think it takes it out of the hands of the Board and takes it out of the hands of the career personnel. And we're trying to do the right thing in the long term.

**Comm. Funkhouser:** OK. We also had an issue with the lighting out in the Engine room. Mike's working on getting an electrician in here to replace the one section of lights that goes down along the gear area and the one that goes across the hall when all the other lights are out, to LED lights, because they're all burning out now, the transformers and things on them. So the LED light is probably the best way to go, so I'm going to check it and get back to you with a report on what we're going to do with that.

### Communications – Steve Funkhouser

No report.

### EMS / Supplies & Equipment – Steve Funkhouser

No report.

### Turn-Out Gear – Steve Funkhouser

No report.

### Uniforms – Steve Funkhouser

No report.

### Chief – Michael Brezee

**Comm. Brown:** The Chief is not here. He did submit his report.

Motion made by Comm. Funkhouser, seconded by Comm. Annacone to accept the Chief Report.

**Comm. Funkhouser:** I have a question on his report, and I know he's not here. Under the Chief's comments, I'm not really sure, has he discussed the issue in regards to the four Districts in Gloucester Township spending \$875 for the Training Trailer? I just wanted some more information on that. Is that

### Chief, continued

the burn trailer they were talking about?

**Comm. Robinson:** It's the trailer that we borrow from the County. It's to get our own because it's so hard to get, and obviously the County has to pick and choose over a 10-14 day period of time who gets it and for how long.

**Comm. Funkhouser:** My question about that is, I mean we didn't budget \$875 for a trailer. That wasn't put in our budget so that's something that would have to be put into next year's budget. And the second thing is, we've had problems with trailers, because Fire Prevention in Gloucester Township seems to be coming on the same nights, and who gets the trailer? How does the trailer get divided between 3 fire prevention nights.

**Comm. Brown:** My guess is that they plan that out. My concern was the two that don't want anything to do with it. One doesn't want anything to do with it, the other one doesn't do Fire Prevention was the answer I got back. First thing you know, it's 4 out of 6.

**Comm. Annacone:** Where does the money for that come from to buy the trailer?

**Comm. Brown:** I would like to suggest that we're thinking trading here. And it seems like we've got pretty much a good trading relationship with Red Cross who provided the trailer last year. I would suggest that we contact them and see if we can lock them into our date for this year, and that way it will give us some time to figure out what we're going to do. I think as long as we are trading our building twice a year at this point, maybe three times a year, I think they're going to make us a priority there. And if that's the case, I think we're covered. Not that I am not concerned about the other Districts, but Momma said take care of yourself first.

**Comm. Funkhouser:** I'll talk to the Chief about the entire thing, what all the other Chiefs have decided.

**Comm. Annacone:** Are we going to table this matter?

**Comm. Funkhouser:** We might as well table it for now.

**Comm. Robinson:** I don't think we have a choice. He's out of town, I just for some reason assumed that he'd be able to explain at least a little bit. I think the two of them have been going to some of these meetings together which is good. Chris maybe even more so.

**Comm. Funkhouser:** I don't have a problem with a trailer other than, where is it going to be stored and the items that I brought up.

**Comm. Annacone:** Quite frankly I'd rather buy a trailer for \$2,000 rather than having to share it with other departments and what's going to happen to it.

**Comm. Brown:** The other thing too is, I can contact the Red Cross if you so desire, or you because that's your responsibility, and ask them if they would lock us into a promise for the trailer for the next three years on certain dates and just be done with it. Not spend the money if we don't have to. I think spending money for a piece of equipment we use one day a year, I've got issues with that.

**Comm. Funkhouser:** What happens after the next few years, are we going to start budgeting and putting money aside for...

**Comm. Annacone:** If you're talking about one day a year, you can rent a trailer.

**Comm. Brown:** It's the smoke trailer. And we only use it one day a year. In the past we got one from some place, then it wasn't available...

**Comm. Funkhouser:** It was Cherry Hill.

**Comm. Brown:** And we worked with the Red Cross in terms of blood drives, and they asked if there was anything they could do for us and we said yeah, we'd like to have the smoke trailer. So I don't want to give that relationship up as long as we're going to continue to do for them. Quite frankly Steve, that's your decision if we're going to continue to have blood drives here. And if we are, I think that exchange for giving them the building and all the other work that goes into doing that, I think it's a fair exchange.

**Comm. Funkhouser:** OK. I'll get ahold of them. That's all I have.

### Solicitor – David Carlamere

**Sol.Carlamere:** Nothing to report.

### Resolutions – Jeanette Cottone

**Adm.Ci.Cottone:** Nothing this evening.

### Old Business – George Brown

**Comm. Brown:** Last month we talked about changes to the Volunteer contract and there was a little confusion and I said I would make sure that we cleaned up our language and I would review that again this month. In the document that I just handed back to you, and based on a call with the Solicitor, the

## **Old Business – continued**

additional items that we approved last month are shown as 8, 9, 10, 11, 12, 13 & 14 in the prior agreement. And it was the Solicitor's suggestion that we just use the existing contract and show amended March 23, 2017.

**Sol.Carlamere:** The only thing I would say is that this is the amended part. So if anybody is looking for how to develop...because later on, let's say next year you might amend again, so you usually see where there is something added in, it's right at the section where it's added in – amended with the date. So that shows that this section is the amended date, this is the original.

**Comm. Brown:** When I placed a follow up call to you yesterday, I couldn't quite understand what you wanted to do. Also I have a question about that approach, and that is in the prior contract, it says basically to the person who signs it, that they agree to the contract on this month and year. Whereas I think we want the contract to be, we'll have people with different months and years of agreement.

**Sol.Carlamere:** Correct, you are.

**Comm. Brown:** OK, so that's the way we're going to do it.

**Sol.Carlamere:** Each new member that comes in is signing in as an independent.

**Comm. Brown:** So the people who signed it three years ago will have the three year old date on it?

**Sol.Carlamere:** They'll have their contract date.

**Comm. Brown:** OK.

**Sol.Carlamere:** So you would always have running...I would tend to think you would have a volunteer independent service agreement. So let's say I'm coming in and I'm going to sign this agreement as of this date. That's how I envision it.

**Comm. Brown:** My envision is, if we're giving them a new three year contract, everybody should be covered by the new contract date and month, just like they do in the waiver. You wouldn't say a firefighter signed an agreement 15 years ago on this date and this amended, you'd say you have a new contract.

**Adm.Ci.Cottone:** As long as we keep the records of their initial intake.

**Comm. Brown:** Well we don't even need that under this agreement. If they're here, they have an agreement for three years, we can go dig those copies out just like you would...

**Adm.Ci.Cottone:** For Life Membership, because we want to make sure we...

**Comm. Annacone:** You have to have something listing the year their membership...

**Comm. Brown:** We'll do that I think separately. We can take this off line, but the mechanics of it are again, I always try to think about doing this so that it's simple for the Clerk when we're not here or the next Board is in here to make this easy to do. Otherwise you're going to have to go back to do this.

**Comm. Robinson:** And not cleaning it up three years from now.

**Comm. Brown:** Exactly, right. It's the mail merge that goes on here that would have to have the prior date for each of the volunteers and I'm not sure...we'll take it up off line.

**Sol.Carlamere:** Yeah, because if you're still bringing someone in...so what are you doing physically, are you renewing this contract every three years?

**Comm. Brown:** Yeah, that's what the contract says.

**Sol.Carlamere:** Then each firefighter that's in force at that time is going to sign the renewal?

**Comm. Brown:** Correct.

**Sol.Carlamere:** And if someone is coming in the last year of the three years?

**Comm. Brown:** You'd put that month and year in there.

**Sol.Carlamere:** OK, I agree with that. Then when they all sign, they're all signing on for three years. As new people come in their renewing with everyone else. OK, I agree.

**Comm. Robinson:** Is it as simple as typing it up with initial one copy and one copy says renewal?

**Comm. Brown:** No, it's much easier to do it, like we have to do 25 of these right now. It's much easier to put March 23, 2017 for all existing people on the mail merge. What they had prior to that we don't care about because the new agreement goes into effect, just like a labor agreement. Somebody comes in the door two months from now, he wasn't here when March 23<sup>rd</sup> was here, so we don't give him a May 23<sup>rd</sup> date that that's the date he comes in. When the next renewal comes up, he'll be included in everybody who's getting the date of the new contract, say it's March 23, 2017 for everybody who's already here. Because otherwise we'd have to carry over years when the first date was, and that's...

**Comm. Annacone:** Wouldn't it be that whenever they come in, they sign on till this expired, whether they came in today or next year. They just sign on till it expires.

**Sol.Carlamere:** I'm going through it real quick, and where in here does it say this is a three year contract?

**Comm. Brown:** It's in there on the last page, I think three. It was the question that took me a while to look up last night, but it's in there. I think there is a three year term in there.

**Sol.Carlamere:** Is it in the procedural maybe?

**Old Business – continued**

**Comm. Brown:** We'll review that and work out the details, but there is a question of what date is in there and I want to make sure it's done right.

**Sol. Carlamere:** Maybe we need to keep that a little...and draft something of that nature.

**Comm. Brown:** So if the Board will authorize me to tweak, if that needs to be tweaked. I want to get that out and signed. We've got the basics of what we promised to give them here clearly, so the motion would say that the Board agrees with what's in 8 through 14 that we discussed last month so we can go ahead and get the final document done.

Motion made by Comm. Robinson, seconded by Comm. Robinson. Roll call vote, all yes.

**Comm. Brown:** The policy for the Firefighter Relief Association was included in this. It's going to be an Addendum, I spoke with the Chief. We'll get the list of those people who are going to get the medicals as provided for in this agreement, there are only a few of them. That's item 14, that's now covered and closed as far as I'm concerned.

**Comm. Brown:** The last item is the Social Media policy from last month. Did you get a chance, Mr. Solicitor, to look at that?

**Sol. Carlamere:** No, I have not had a chance to look at it.

**Comm. Brown:** So we'll leave that as an Old Business item for next month.

**Comm. Brown:** Lastly, I received an email following the Board's approval to give Mr. Allen a raise retroactive for three years. He asked me was the increase going to be for the years going forward. I checked the minutes and I failed to ask the Board's approval to do that. So I'm asking to amend the approval for Mr. Allen's increase for 2% for 5 years, retroactive for 3 years. I can get back to him on that. That's the same deal that we have in front of the Firefighters at this point.

Motion made by Comm. Robinson, seconded by Comm. Annacone. Roll call vote, all yes.

**New Business – George Brown**

**Comm. Brown:** New Business? (hearing none)

**Public Portion – George Brown**

**Comm. Brown:** Public Portion? (hearing none)

**Closed Session – George Brown**

n/a

**Adjourn – George Brown**

Motion made by Comm. Robinson, seconded by Comm. Annacone to adjourn the meeting at 7:02pm. Roll call vote, all yes.