

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

Meeting Held: July 24, 2014
Meeting Place: Board Office
Meeting Called to Order: 6:33 pm
Members of Board Present: **Chairman** – George Brown
Vice Chairman – Joseph Chew
Treasurer – Richard Annacone, excused
Secretary – George Flinn
Commissioner – Steven Funkhouser
Administrative Clerk – Jeanette Cottone, excused
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. Note that the Clerk is on vacation this week.

Roll call Commissioners:

Comms. Chew, Flinn, Funkhouser and Brown present. Comm. Annacone 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. Funkhouser, seconded by Comm. Chew. Roll call vote, all yes.

Correspondence – George Brown

Comm. Brown: A letter was sent from Sol.Carlamere to Mr. Belcher regarding the electric.

There was a letter from the Dep. Chief and the Chief to Dep. Chief Bonner of the Philadelphia Fire Dept., thanking him for the tour and hospitality they provided on their visit there.

The "Use of Social Media Policy" was formatted and distributed. I don't know if it has the required signatures on it or not yet, so we'll get that signed tonight.

Treasurer's Report – Joe Chew

Audubon General Account	1,011,478.94
Audubon Payroll Account	20,750.21
Expenditures:	111,281.16

TOTAL AMOUNT FOR APPROVAL 111,281.16

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

COMMITTEE REPORTS

Computer Services – George Brown

Comm. Brown: We did receive the part for the sign and it was repaired Sunday a week ago.

Fire Prevention – George Brown

Comm. Brown: I spoke with the new store manager at Lowes on June 30th and approved the use of the property for Fire Prevention night. The Chief and I will be going to see him for a pre-planning meeting in late August.

IAFF Contracts Co-Commissioner – George Brown

No report.

Legal Liaison – George Brown

Comm. Brown: I completed a draft of the Chief's contract. It was reviewed by Comm. Annacone, and I forwarded it to the Chief this afternoon. I would hope to have it approved by next meeting.

Liaison to the District Volunteers – George Brown

Comm. Brown: We received a request for renewal of and additional licenses for Active 911. We are currently at 22 users. The Dep. Chief would like to go to 30 users on this purchase. It costs \$11 per user. The total amount is \$330.00.

Motion made by Comm. Chew, seconded by Comm. Funkhouser to approve this request.
Roll call vote, all yes.

Apparatus – Joe Chew

Comm. Chew: 66 had to have the rear transmission seals repaired. It came in while Chief Brezee was on vacation and he came back up to handle the issue. So we're expecting to see that.

Budget Co-Commissioner – Joe Chew

No report.

Fire Department Equipment – Joe Chew

No report.

Fire Department Operations – Joe Chew

No report.

Training – Joe Chew

Comm. Chew: The Dep. Chief has auto extrication training coming up. Other than that, that's really all I have.

Budget Co-Commissioner – Rich Annacone

No report.

IAFF Contracts Co-Commissioner – Rich Annacone

No report.

Personnel / Administration – Rich Annacone

No report.

Personnel / Operations – Rich Annacone

No report.

Insurance – George Flinn

Comm. Flinn: We met with the Insurance Co. for our renewals last week, myself, the Chief and the Clerk.

Sign – George Flinn

No report.

Water – George Flinn

No report.

Photographer – George Flinn

No report.

Building Maintenance & Grounds – Steve Funkhouser

Comm. Funkhouser: I have the count for the gentleman who is going to be doing the lot. We just need final approval for him to do the lot. I'm going to schedule him to do the lot after August 5th due to the Chief being away, and they're going to be doing some extrication outside, so I confirmed the lot.

Building Maintenance & Grounds – continued

Comm. Funkhouser: I also have Don Washington, an electrician who is going to be doing repairs. The Solicitor had sent a letter to Belcher, and we never received a reply. The electrician is going to be repairing the lights and the asphalt guy is going to be repairing the asphalt where the hole is bored under the ground.

Comm. Flinn: Is that Washington out of Pine Hill...is that who you're using? He's got a Runnemedede mailing address.

Comm. Funkhouser: I was told he's out of Runnemedede, and he lives in our Township.

Comm. Flinn: It doesn't matter, he's a good guy.

Comm. Funkhouser: In regards to the Building Committee. We sent a letter to Connelly, today I received a letter back. I don't know if anybody saw the letter we received back. You can take a look at it now. The Committee will be having a meeting after everybody is back from vacation. We'll work out the situation that was discussed at the Board's Special Meeting.

Comm. Brown: OK, so the next steps will be, we'll get feedback from the Building Committee on the questions that were raised by the Board. We'll recalculate the space that we now think will be the revised space, and then try to figure out what our alternatives are in conjunction with whatever the Architect provided in the questions. So it's moving along at a good pace given everything else. Anything else?

Communications – Steve Funkhouser

Comm. Funkhouser: Chief Brezee is ordering 5 more pagers from this year's quota that we discussed last year in regards to ordering 5 a year. We're also ordering batteries and a programmer. A programmer programs the pagers instead of having to send them out to the County. That's all I have on my report.

EMS / Supplies & Equipment – Steve Funkhouser

No report.

Turn-Out Gear – Steve Funkhouser

No report.

Uniforms – Steve Funkhouser

No report.

Chief – Michael Brezee

Chief Brezee: A report was submitted. The only addition I have is on Fire Prevention that was last minute. I met with the vendor for Fire Prevention giveaways, all done there. The other one I briefed Comm. Chew on it. My vehicle is in the shop with some issues. We're waiting to find out the final diagnostic on it, then I'll forward that to you.

Motion made by Comm. Chew, seconded by Comm. Funkhouser to accept the Chief's Report.
Roll call vote, all yes.

Solicitor – David Carlamere

Sol. Carlamere: I just want to confirm the Commissioners report that Belcher did not respond to me by the July 11th date that I gave him, indicating that if he has not responded, we were disbursing the dollars on the remaining part. The contracts are completed. And also the Deputy handed me an authorization to review for lock-out assistance. Of course the language here is standard and OK. The only thing I would suggest is that you get proof of ID, driver's license or whatever, that somehow that's attached to their signature with their driver's license number.

Resolutions – Jeanette Cottone

No report.

Old Business – George Brown

Comm. Brown: I have two items. We mentioned the Social Policy has been complete and in affect as soon as we get it signed tonight. Secondly the letters to the State representatives regarding Resolution R-18-14 are in the mail. So that is done and we'll have to see what the response is. Any other Old Business? (hearing none)

New Business – George Brown

No report.

Public Portion – George Brown

Comm. Brown: If you'd to address the Board, state your name and address.

Ff. Schwegel: Steve Schwegel, career firefighter, District 6. In regards to the Building Committee, will the Career Staff have any input on this under a group or anything?

Comm. Brown: I don't know, I think that's the Chief's decision.

Ff. Schwegel: Okay.

Comm. Brown: Anything else? (hearing none)

Closed Session – George Brown

n/a

Adjourn – George Brown

Motion made by Comm. Chew, seconded by Comm. Flinn to adjourn the meeting at 6:43pm.

Roll call vote, all yes. Thank you everyone.