

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

**Meeting Held:** September 22, 2016  
**Meeting Place:** Board Office  
**Meeting Called to Order:** 6:32 pm  
**Members of Board Present:** **Chairman** – George Brown  
**Vice Chairman** – Richard Annacone, absent  
**Treasurer** – Brian Robinson  
**Secretary** – George Flinn  
**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, Flinn, Funkhouser & Brown present. We haven't heard from Comm. Annacone as of yet.

**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. Flinn, seconded by Comm. Funkhouser. Roll call vote, all yes.

**Correspondence** – Jeanette Cottone

**Adm.Ci.Cottone:** The Board and District received a nice thank you from the family of Andy Braig. "Thank you for the beautiful flowers in memory of Andy and for all you did for him through the years. Our family appreciates your thoughtfulness. Love, Roxanne" (his wife)

**Comm. Brown:** Very nice.

**Treasurer's Report** – Jeanette Cottone

For 09/22/16:

Audubon General Account	2,139,891.81
Audubon Payroll Account	38,832.50
Expenditures:	56,068.21

TOTAL AMOUNT FOR APPROVAL      56,068.21

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

**COMMITTEE REPORTS**

**Fire Prevention** – George Brown

**Comm. Brown:** I had the plan for Fire Prevention night planning which I'd like to pass out. It's been moved from Monday to Thursday of the week. This is the same task list we use every year, but we're going to need all hands this year since we're going to be on our own.

**Adm.Ci.Cottone:** That will be Thursday the 13<sup>th</sup>, correct?

**Comm. Brown:** Thursday, the 13<sup>th</sup>.

**Budget Co-Commissioner** – George Brown

**Comm. Brown:** The budget will start on the next day, Friday the 14<sup>th</sup>.

**Adm.Ci.Cottone:** And the budget came today from DCA, I was just showing Mr. Carlamere.

**Computer Services – 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:** No one is here from the District Volunteers. I don't know what their membership status is.

**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.

**Apparatus – Brian Robinson**

**Comm. Robinson:** Chief Brezee sent out an email covering some maintenance that was done on the vehicles. There was a flat on the VC truck, it's been repaired. I think he was pretty thorough. It seems to be going well from what I understand from him with the new company.

**Fire Department Equipment – Brian Robinson**

**Comm. Robinson:** Progress.

**Fire Department Operations – Brian Robinson**

**Comm. Robinson:** Progress. Dep. Chief Brown was coming tonight, he must have gotten diverted.

**Training – Brian Robinson**

**Comm. Robinson:** There was some training in Chief Brezee's email as far as qualifications, so progress.

**Insurance – George Flinn**

No report.

**Sign – George Flinn**

No report.

**Water – George Flinn**

No report.

**Building Maintenance & Grounds – Steve Funkhouser**

**Comm. Funkhouser:** I'm waiting to speak to Comm. Flinn in regards to the heating and air conditioning. I spoke to Mr. Henry the other day stating that he's going to write a letter stating the 2 air conditioner units over the hall were affected by a hail storm that tore up the coils on them and made them overheat. So this may be an insurance...you're shaking your head no, you can go up and look at the air conditioner.

**Comm. Flinn:** I'm agreeing with you, I'm just saying I don't know if we want to put another claim in.

**Comm. Brown:** Why not?

**Comm. Funkhouser:** If it was caused by a hail storm...

**Comm. Flinn:** Put another claim in. If we make too many claims in we're going to get dropped.

**Adm.Ci.Cottone:** From JIF?

**Comm. Flinn:** No, I guess we can have them come out and check it out.

### **Building Maintenance & Grounds – cont'd.**

**Comm. Funkhouser:** He's going to be sending a letter to the department. He's also working on quotes.

**Comm. Flinn:** Are they part of our heating system too?

**Comm. Funkhouser:** Yes they are.

**Comm. Flinn:** So before the insurance company even comes out, we need to start the process to get them fixed because winter's coming. It might take him 6-8 weeks to get them coming in.

**Comm. Funkhouser:** The heat should work on them.

**Comm. Flinn:** Should...it's all done by compressor and those coils, it just runs in reverse.

**Comm. Funkhouser:** Like I said, I've been staying away from it, like he mentioned something to me the other day. I'm bringing it back to you so .....

**Comm. Flinn:** I thought I discussed with Chief Brezee that we were going to have them replaced. He asked me where are we getting the money from, and I said just take it out of the budget.

**Comm. Funkhouser:** This is something new, I just said I had to talk to you about it. He's working on quotes for air conditions, for whatever Chief Brezee and him have talked about.

**Comm. Flinn:** If he's going to give us a letter, we'll send it off to the insurance company and let them do an investigation on it. It takes them 2 minutes to climb up on the roof and look.

**Comm. Funkhouser:** Right. And it's noticeable as you walk out the door and look at those units. You don't see the coils all banged up like they are. Looks like somebody took a baseball and hit them. They've been damaged and that overheats the air conditioning units.

**Comm. Funkhouser:** I want to be getting quotes for a fence out here at the retention pond. The fence out there now is in deplorable shape. Chief Brezee has been talking about getting one of those white fences, the privacy fences, I think a post fence for the front area, the rest of it will be the privacy around the entire thing.

**Comm. Flinn:** Vinyl.

**Comm. Funkhouser:** So we're getting quotes on that and see where that takes us.

### **Communications – Steve Funkhouser**

No report.

### **EMS / Supplies & Equipment – Steve Funkhouser**

No report.

### **Turn-Out Gear – Steve Funkhouser**

**Comm. Funkhouser:** The gear is in that they ordered. I was asked today by the Chief to get ahold of Angel, the guy that took all of our equipment that time down to Texas in regards to 863. I called him today and he's more than willing to take our fire apparatus. According to Chief Brezee, the apparatus is probably not going to be worth a \$1,000 or so. I'm not sure if the insurance company has checked it out.

**Comm. Flinn:** I'm sure it's not. I just got a quote on our two old pieces. One is worth \$5,000 and one is worth \$10,000 and that's even older.

**Comm. Funkhouser:** Speaking to Angel today, he said there is a company down in Texas, and he's getting ready to send stuff down now, because they're using stuff from the 40's. I told him about the apparatus and a lot of equipment and all, so we'll have to work on that.

**Comm. Brown:** What's the legal approach for billing something like that?

**Sol.Carlamere:** Well, it's obviously not Jersey. If it were Jersey it would be an easier process. So you're donating, no cost?

**Comm. Brown:** I think that's the plan.

**Sol.Carlamere:** You have to have the value. If it's \$1,000 I don't think your Auditor's will be concerned. You have to do a resolution that there is no value, moving it out of inventory, donating it to another company in need or whatever. Now does this person sell it there?

**Comm. Funkhouser:** No, he donates it to...he delivers. On that same note, our siren that we sent down to them and is in service down there, and it's been used for tornado warnings quite a few times, and it's working.

**Sol.Carlamere:** If it's \$1,000 you probably won't have a problem with that.

**Comm. Brown:** Right, ok.

**Adm.Ci.Cottone:** We did it 20 years ago, we donated a vehicle and then we packed it with gear and stuff that had to go, but it's been a long time. The company that found the company for us to donate it to, they handled most of the paperwork...it was that type of process.

**Comm. Funkhouser:** That individual who tells us I'll have to check with him and see. We got that letter back when we sent the gear down with the coats and stuff.

**Turn-Out Gear – cont'd.**

**Comm. Flinn:** It's probably the same process.

**Comm. Funkhouser:** Yeah, pretty much the same process I would think if the apparatus is under \$1,000 or so.

**Sol.Carlamere:** I don't think the Auditors will be concerned, but we'll just do it by resolution.

**Comm. Brown:** OK.

**Uniforms – Steve Funkhouser**

No report.

**Chief – Michael Brezee**

**Comm. Brown:** The Chief's report was issued?

**Adm.Ci.Cottone:** Issued.

**Comm. Flinn:** For two months I think.

Motion made by Comm. Robinson, seconded by Comm. Flinn to accept the Chief's report.

Roll call vote, all yes.

**Solicitor – David Carlamere**

**Sol.Carlamere:** The only comment I would make is dealing with your budget. The Dept. of Community Affairs is sending out notices that they are shorthanded, try and get your budgets in early this year, otherwise expect possibly delays. And they said with the same breath that they will send back those that are not complete or accurate.

**Comm. Brown:** OK, thank you.

**Resolutions – Jeanette Cottone**

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

**Old Business – George Brown**

**Comm. Brown:** The 8/31 Red Cross blood drive, I got a note from them thanking us. They got 100% of their goal. Thanks so much for all your help with everything, especially during such a critical time frame. We are very grateful to the Erial Fire Co. for hosting the blood drive yesterday. And she called me on top of sending the note, so thank you to everybody and to the Firefighters that helped. And Jan they mentioned you as well, so thank you.

**Adm.Ci.Cottone:** You're welcome.

**New Business – George Brown**

**Comm. Brown:** We did such a nice job with the Red Cross, they asked if they could come back again on November 9<sup>th</sup> for another blood drive, so I'd like to have that approved.

Motion made by Comm. Flinn, seconded by Comm. Funkhouser to set 11/9 for the Red Cross.

**Adm.Ci.Cottone:** Is that the day after Election Day?

**Comm. Brown:** The Election is the 8<sup>th</sup>.

**Adm.Ci.Cottone:** OK, so we'll just have to move the machines and set up, ok.

Roll call vote, all yes.

**Public Portion – George Brown**

**Comm. Brown:** There is no one here from the public.

**Closed Session – George Brown**

n/a

**Adjourn – George Brown**

Motion made by Comm. Flinn, seconded by Comm. Robinson to adjourn the meeting at 6:45pm.

Roll call vote, all yes.

**Comm. Brown:** Thank you everyone.