

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

Meeting Held: September 28, 2017
Meeting Place: Board Office
Meeting Called to Order: 6:34pm
Members of Board Present: **Chairman** – George Brown
Vice Chairman – Richard Annacone
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:
All present.

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. Annacone. Roll call vote, all yes.

Correspondence – Jeanette Cottone
Adm.Cl.Cottone: It's been distributed.

Treasurer's Report – Rich Annacone

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| Audubon General Account | 1,688,458.66 |
| Audubon Payroll Account | 25,753.95 |
| Expenditures: | 62,418.99 |
| TOTAL AMOUNT FOR APPROVAL | 62,418.99 |

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

Comm. Brown: I'd like to suspend the normal agenda so we could go to a new member tonight.

Dep.Chief Brown: Also, we have somebody else in the room before I get to the actual presentation. Andrew Marshall...I'd actually presented him, he was approved by the Board at the last meeting. He comes to us as a probationary Firefighter here at District 6. He's already approved and is here tonight so I introduced him to the Board and he can talk to everybody afterwards.

Comm. Brown: Welcome, thank you very much for your service.

Dep.Chief Brown: As you may or might not be aware, every time we send a Firefighter to the Fire Academy, they don't just come out and be handed their Firefighter helmet shield. The candidate itself has over 200 hours of training, then in addition to that, we put him through training here in-house to make sure what they learned in the Academy is up to the standards we have here and the methods and manners in which we do things. After that, they have a test and usually have a supervised period as probationary Firefighters, so we feel they're ready to receive their full helmet shield and official badge number and line number with the department. We've had a number of people going through the process right now, and the first one to complete, I'm proud to announce is now Firefighter Nicholas Zizzamia. The Solicitor will swear him in as Firefighter, we will then present him with the official helmet shield and official badge/line number.

Sol.Carlamere swore in Firefighter Nicholas Zizzamia. Congratulations. Nick's official helmet shield, rank of Firefighter. This can go on your locker and has your official badge number on it which is #25. Congratulations.

COMMITTEE REPORTS

Budget Co-Commissioner – George Brown

Comm. Annacone: We're starting to work on it.

Computer Services – George Brown

Nothing to report.

Fire Prevention – George Brown

Comm. Brown: Some notes...4,000 flyers were sent to the school children in the District and the Chief delivered those. We had 3,000 bag stuffers delivered to Chick fil a today, and 1,000 bag stuffers will go to Lowes on Monday. Chick fil a was actually distributing the bag stuffers when I left there today, so I think we're off to a good run on that.

Thanks to the Chief's work, the Red Cross is going to supply a trailer and the Chief is going to drive the trailer from somewhere to here using our District truck, so one more reason why it's nice to have a great utility truck.

The planning meeting with the store manager, the Chief and I met with them the other day. They're very excited to try and help us.

We need all the help we can get from the Commissioners and the family members. It's only us doing our Fire Prevention night, so whoever can come out for that night, there is work to be done.

I have a time schedule just to make sure the Commissioners all have it for what happens that day, and everybody is on board with this in terms what we're going to do. So you can work with the Chief on what you're willing to do and what time you're going to be available.

Chief Brezee: Comm. Brown is trying to remember...we start off every year with Lowes and Comm. Brown trying to remember how many years we've been doing it. And as he was thinking about that, I was thinking the other way. I'm not sure what the exact years are, but when we met the other day, that was our fourth Manager...and we're still here.

Comm. Brown: And the Manager's at Chic fil a too...I think we've outlived the cow.

IAFF Contracts Co-Commissioner – George Brown

Nothing to report.

Legal Liaison – George Brown

Nothing to report.

Liaison to the District Volunteers – George Brown

Comm. Brown: We've taken care of the volunteers already. That's it for me.

Budget Co-Commissioner – Rich Annacone

Nothing to report.

IAFF Contracts Co-Commissioner – Rich Annacone

Nothing to report.

Personnel / Administration – Rich Annacone

Comm. Annacone: I have two issues under Personnel that I'd like to hold till the end of the meeting and go into Closed Session.

Comm. Brown: So noted.

Personnel / Operations – Rich Annacone

No report.

Apparatus – Brian Robinson

Comm. Robinson: I spoke briefly with the Chief this afternoon, and everything is pretty much up to par. The Squad is coming along, it was in Wildwood and presented very well. They cleaned it up and it looked good. The specs for the new vehicle has started, so that's progress on that.

Fire Department Equipment – Brian Robinson

No report.

Fire Department Operations – Brian Robinson

No report.

Training – Brian Robinson

Comm. Robinson: Training is in progress. Some of the big things coming up are CPR on the 25th of October and Live Burn on the 30th.

Driver training and training on the new vehicle is basically complete.

Chief Brezee: Equipment training is complete, and driver training...

Comm. Robinson: So we're looking early November...

Chief Brezee: Early November is the goal set to have the truck in service.

Insurance – George Flinn

Comm. Flinn: Just the insurance issue. Everybody saw the emails, and we'll be looking for a new life insurance company next year.

Comm. Brown: That was a pretty steep increase I thought for a couple less people, \$689.

Sign – George Flinn

No report.

Water – George Flinn

No report.

Building Maintenance & Grounds – Steve Funkhouser

Comm. Funkhouser: The station supplies have been ordered and are in. The light in the stairway has been out for a while. The Chief has been working trying to figure out who we can get to do the light out there. It's a little tough to get to.

Chief Brezee: Several electrical contractors had decided not to take on the job. We did find a contractor within the Township, actually in the fire service. He wants to come out and take a look.

Comm. Flinn: If not, I can lend you an A ladder.

Chief Brezee: We're going to change that to an LED so we're not doing this every two years.

Communications – Steve Funkhouser

Nothing to report.

EMS / Supplies & Equipment – Steve Funkhouser

Comm. Funkhouser: EMS Equipment was ordered and is in.

Turn-Out Gear – Steve Funkhouser

Nothing to report.

Uniforms – Steve Funkhouser

Nothing to report.

Chief – Michael Brezee

Comm. Brown: We got your note on your report, that's fine. Next month's ok.

Solicitor – David Carlamere

Sol.Carlamere: Nothing to report.

Resolutions – Jeanette Cottone

Adm.Ci.Cottone: We just want to confirm that the Resolution for last month, the sale of the truck that Michael discussed and the Board approved last month. We have the Resolution this evening to remove that from inventory. Then also Mr. Kramer you have a lot of old stock uniforms that are going to be donated to Texas. So we just have the two that are going to be removed from inventory and we'll take care of the dollar amount once I open the Audit.

Motion made by Comm. Robinson, seconded by Comm. Annacone to approve those two Resolutions. Roll call vote, all yes.

Old Business – George Brown

Comm. Brown: Old Business? (hearing none)

New Business – George Brown

Comm. Brown: I have one thing that I'd like to bring up, and that is, we have a big building here and a lot of people with big hearts. It's the end of summer and everybody wants to clean out their closet of stuff they didn't use this past summer. I'm wondering, and I have no ideas on this and I'm not making a mandate, but if there is anything we can do for the poor people in Puerto Rico, given our facility and our resources I think that would be a wonderful thing. Not asking for a decision tonight, but watch the news, those people are really suffering. Maybe do a clothing drive for 2-4 weeks. And do it orderly so it doesn't end up being a bunch of stuff all over the Station. There are a bunch of smart people here, and I think this community could help them, and I'm offering that as a challenge. We'll take it up next month if it's appropriate.

Public Portion – George Brown

Comm. Brown: At this time, if you'd like to address the Board, state your name and address.
(hearing none)

Closed Session – George Brown

Comm. Brown: At this time the Board would like to go into Closed Session to discuss matters of personnel, and the time is now 6:45pm.

Motion made by Comm. Funkhouser, seconded by Comm. Robinson to go into Closed.

Open Session – George Brown

Comm. Brown: So the Board is back into Open Session following Closed Session for personnel matters. Roll call Commissioners at 7:08pm, all present.

Comm. Brown: During the discussion in Closed Session, one of the issues was the hiring of new Firefighters, and Comm. Annacone will explain what the Board would like to do.

Comm. Annacone: Based on the interviews of myself, Chief Brezee and Dep.Chief Brown from that day, we'd like a motion that we hire Thomas Kenny and Brian Gomez as Firefighters effective the completion of their physicals and no problems.

Comm. Brown: If I can correct the motion. The resolution is based on the fact that although we do not have a written report on the background reports, we expect to have it by Monday. But the real matter in determining the appointments were based on the interviews today which were incomplete or inaccurate or represented suspicion about what we were told. So the recommendation to hire today is based on the interviews and the background check information for which the Chief, Comm. Annacone and Dep.Chief Brown spoke to the background check investigator today from his location spot and assured that we would get that in writing as a backup to what we heard during the interviews. So let's take that motion.

Motion made by Comm. Flinn, seconded by Comm. Funkhouser to appoint those two based on the interviews and the background checks. Roll call vote, all yes.

Comm. Brown: The second resolution is to waiver the psychology exams, because we feel the background checks were more than adequate and probably more than we would have learned in a psyche exam. So a motion to waive even though we do not have a Board policy. In the past we've used them but we're not going to use them this time because in the past we didn't have extensive background checks.

Motion made by Comm. Flinn, seconded by Comm. Funkhouser to waive the psyche exams.
Roll call vote, all yes.

Comm. Annacone: The second issue we discussed was retirement healthcare for employees, specifically Chief Brezee and Adm.Cl.Cottone to give them health benefits upon retirement for them and their spouses per law which obviously if you have a spouse you're married and it's done if you should pre-decease them, and at the State minimum 1½ % of their salary upon retirement.

Comm. Robinson: One word if we could – family. I'm reading this, it covers children, spouse and family.

Comm. Annacone: Them and their families, sorry.

Comm. Brown: And this is in accordance with Chapter 48 just for the record.

Open Session – George Brown

Comm. Annacone: Yes.

Comm. Brown: OK.

Motion to approve maximum payment from the retired employee for them and for their surviving spouse and family members of 1.5% of their final salary.

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

Adjourn – George Brown

Motion made by Comm. Flinn, seconded by Comm. Robinson to adjourn the meeting at 7:16pm.

All those in favor, ayes have it.