

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

**Meeting Held:** January 18, 2018  
**Meeting Place:** Board Office  
**Meeting Called to Order:** 6:30pm  
**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**

**Chief Brezee:** I am deferring tonight's swearing-in to Dep. Chief Brown.

**Dep.Chief Brown:** Everybody in the room, some of the Commissioners have been here, but William Phillips has been with us since 2011, that's when he joined us here. He went through the Fire Academy within 6 months of joining us and he showed a lot of talent. He excelled at the Academy, did a really nice job. Right out of the gate he wanted to be mentors to work with the Officer's and help the young talent. In 2013, the District reorganized with the current volunteers, and one of the things we did was made Billy one of our recruit mentors. A lot of the young faces you see here in the room, I'm looking at three of them specifically, are guys that are still here because of his efforts. The Officer's only have so much time to give in what they do so they have to rely on guys that show a lot of talent like Billy did to help train these guys. Ever since I've been here as Deputy Chief, all of our recruits have done an outstanding job at the Academy, and now being privileged enough of having the honor to work at our County Fire Academy, I see it as they come through. It's a true testament to guys like Billy who put in the time to help get these guys ready for the Academy. When the position opened up, the Lieutenant's position here as a volunteer, Billy was the man for the job. So Solicitor can you swear him in?

Sol.Carlamere swore-in William Phillips as Lieutenant of Fire District 6. (applause)

**Dep.Chief Brown:** Many of you do know that all of our Officers actually have official badges. Firefighter's have the cloth badge on there, so I'd like to present your official Lieutenant's badge. (applause)

**Comm. Brown:** Alright, did any of you notice the Solicitor reading his words off his thumb?

**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. Funkhouser. Roll call vote, all yes.

**Correspondence** – Jeanette Cottone

n/a

**Treasurer's Report – Rich Annacone**

Audubon General Account	1,578,298.58
Audubon Payroll Account	36,066.39
Expenditures: 01/18/18	145,743.93
TOTAL AMOUNT FOR APPROVAL	145,743.93

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

**Budget – Comm. Brown**

**Adm.Cl.Cottone:** Can you please read the Special Meeting notice. (the Legal Notice was read aloud by Comm. Brown...a copy is attached to the minutes) Roll call vote, all yes.

**Adm.Cl.Cottone: R-01-18** The Resolution regarding the procedures for the adoption of the Fire District Budget. According to NJSA 40:14-78.2 establishes that certain procedures must be followed by the Fire District in the adoption of their budget. The Board of Commissioners have introduced in writing a proposed introduction and first reading and approval was given not less than 60 days prior to the annual Election. The Board then set the time and place for the holding of the public hearing and the budget was available 10 days prior to the hearing. Notice was posted in a public place. The public hearing and second reading of the budget was held not less than 28 days after the first reading. So the adopted budget is authorized to be advertised by publishing at least once in the newspaper at least 7 days prior to the annual election. That's the Resolution regarding the procedures for the adoption of the budget.

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

**Adm.Cl.Cottone:** The 2018 Adopted Budget Resolution **R-02-18**, Fiscal Year 01/01/18-12/31/18. The annual budget as presented for adoption reflects total revenues of \$1,945,181 which includes amounts to be raised by taxation of \$1,484,316 and total appropriations of \$1,945,181. An annual election shall be held the third Saturday in February in each established fire district to determine the amount to be raised by taxation. The annual budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget including all amendments. Therefore be it resolved that the annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation.

Motion made by Comm. Funkhouser, seconded by Comm. Annacone. Open to the Public for any questions? (hearing none) It's closed to the Public. Roll call vote, all yes.

**Adm.Cl.Cottone:** That's it for this evening.

**COMMITTEE REPORTS**

**Budget Co-Commissioner – George Brown**

**Comm. Brown:** I have nothing to 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**

No report.

**Budget Co-Commissioner – Rich Annacone**

**Comm. Annacone:** The budget is done.

**Comm. Brown:** I'd like to thank everybody who worked on the budget. The Clerk, Chief, Comm. Annacone, Rich Allen, nice job again. Again, our strategy is, we put a little more money in there this year, so next year we can put some more money in and buy a new Cascade...so that's the plan. If anybody asks why did the fire taxes go up, we've got a \$40,000 piece of equipment that we've done without for a couple years and we don't think that's the right thing to do much longer, so we raised taxes this year so we can put it away, we're not going to spend it. Next year we'll raise it a little bit again, but we'll get our Cascade in 2019. So thank you everyone who worked on the budget...nice job.

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

No report.

**Personnel / Administration – Rich Annacone**

**Comm. Annacone:** The Chief and Administrator's contracts are in progress. And that's it.

**Personnel / Operations – Rich Annacone**

No report.

**Apparatus – Brian Robinson**

**Comm. Robinson:** I have nothing, I defer to the Chief's Report.

**Fire Department Equipment – Brian Robinson**

No report.

**Fire Department Operations – Brian Robinson**

No report.

**Training – Brian Robinson**

No report.

**Insurance – George Flinn**

No report.

**Sign – George Flinn**

No report.

**Water – George Flinn**

No report.

**Building Maintenance & Grounds – Steve Funkhouser**

**Comm. Funkhouser:** At last month's meeting, we made a statement in regards to the air conditioning units in the building. We said that all the air conditioners were replaced in the building, we still have the two out in the engine room that possibly could be replaced. They're heaters, I'm sorry...they're hanging. I just wanted to note that they weren't replaced yet, and it's on the record. Other than that, I'll defer to the Chief's report.

**Comm. Brown:** That will only take somebody about 9 months to look through all the minutes to find out it was.

**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**

**Chief Brezee:** The report's been issued...unless you have any questions for me. I'd like to thank everybody for a great year, 2017. Roughly 586 was dispatched to about 995 calls for service. We didn't lose anybody or hurt anybody, so we can feel good about that. Thank you for working with me, dealing with me and putting up with me.

**Comm. Brown:** It's been difficult, but we'd like to thank you.

**Chief Brezee:** I look forward to this year

**Comm. Brown:** Seriously, thank you to the career staff and to all the volunteers. This is really a great team, very, very impressed.

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

Roll call vote, all yes.

**Solicitor – David Carlamere**

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

**Resolutions – Jeanette Cottone**

**Comm. Brown:** We already covered.

**Old Business – George Brown**

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

**New Business – George Brown**

**Comm. Brown:** Lowe's has asked to use the building on February 22<sup>nd</sup>. They'll be here early. I checked with a bunch of you to see if it was OK, and it was OK, so I don't think we need to vote on that again, just so we know they're going to come in the day before to set up. They'll be here at 7 or 8 o'clock in the morning. They're very thankful for us helping them out and I think that assures us another Fire Prevention night in October.

**Comm. Funkhouser:** What's that date Chief?

**Chief Brezee:** February 22<sup>nd</sup>.

**Comm. Brown:** We'll need the day before to set up.

**New Business-continued**

**Chief Brezee:** I'll be here.

**Comm. Brown:** They'll be here at 7am. I don't know who's working that night, but somebody will come in to help them out.

**Public Portion – George Brown**

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

**Closed Session – George Brown**

n/a

**Adjourn – George Brown**

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

Roll call vote, all yes.

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**Open Session - Comm. Brown**

**6:49pm Roll call Commissioners, all present.**

**Comm. Brown:** Let the record show that we had an oversight on the part of the Chairman regarding the purchase of vehicles. We asked the Solicitor of the proper procedure to do that so that we don't delay it another month.

**Roll call Commissioners - all present.**

**Comm. Brown:** So there was a question regarding the procedure to proceed with the ordering of the two command vehicles. I asked the Solicitor after the close of the meeting and he said yes you can do the resolutions.

**Sol.Carlamere:** If all the Commissioners recall, the last Election in 2017 the voters approved and authorized the purchase of those two vehicles. So that means you approved it, regardless of what happens with your 2018 budget. If your 2018 budget doesn't pass and goes to Council, they can't strike that out because that was specific voter approved to purchase those two vehicles. So now in order to do that, you want to do that before the next meeting, that's why we had to call you back into session. You have to do a resolution, because as I understand you're buying that off State contract. So when you buy off State contract, you don't have to go out for bid, but you do have to do a resolution authorizing the purchase under State contract. The contract is under the State contract is this number and the amount of the vehicles that you're purchasing. If you do that resolution tonight, I can have the form to Jan to put in there with the amount and contract number. When that's done, it's in your minutes and you can purchase before next meeting. Since you're purchasing without a lease purchase, you don't have to send the application to Trenton to approve it. I understand you don't have the exact price?

**Dep.Chief Brown:** I have the options laid out, we have the lease price with the options, but they didn't send us the final estimate.

**Sol.Carlamere:** But you know you cannot exceed the amount of voter approval. So for the purpose of this resolution, you can authorize the purchase of the two vehicles under State contract. The number of the contract and the amount will be given to the Clerk to put into the resolution. You cannot exceed the amount that's authorized. So you move that motion and second it.

Motion made by Comm. Robinson, seconded by Comm. Annacone for Resolution R-03-18.

Roll call, all yes.

**Open Session – continued**

**Comm. Brown:** So it's a not-to-exceed amount on the resolution which is by the voters, we can spend less, and the contract number will be put on there. Once you guys are finalized if it's two days or a week from now, that's what we do.

**Dep.Chief Brown:** There are different components to the vehicle all of which are being purchased under State contract. We could have all those numbers collectively with that, or here's the main reason is the vehicles have a turnaround time. They can't then do any of the lighting or other installation work until after this point. Some of the items are being purchased from different vendors. Should that all go on that one resolution, or...

**Comm. Brown:** It's just a not-to-exceed.

**Sol.Carlamere:** When you put the equipment on the vehicle, the total cost is not going to exceed what the voters approved.

**Comm. Flinn:** So in the resolution, the total is the number.

**Comm. Brown:** The total will not exceed.

**Adjourn – George Brown**

Comm. Brown: OK, motion to adjourn for the second time.

Motion made by Comm. Flinn, seconded by Comm. Robinson. Roll call vote, all yes at 7:53pm