

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

**Meeting Held:** May 23, 2019  
**Meeting Place:** Board Office  
**Meeting Called to Order:** 6:30pm  
**Members of Board Present:** **Chairman** – George Brown  
**Vice Chairman** – Richard Annacone, excused  
**Treasurer** – Brian Robinson, excused  
**Secretary** – George Flinn  
**Commissioner** – Steven Funkhouser  
**Administrative Clerk** – Renee Evans  
**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. Flinn, Funkhouser and Brown present. Comms. Annacone & Robinson are excused.

**Minutes of the previous meeting** - Motion to accept the previous month's minutes as they are available to the public upon request made by Comm. Flinn, seconded by Comm. Funkhouser. Roll call vote, all yes.

**Correspondence** – Renee Evans

Adm.Cl.Evans: No report.

**Treasurer's Report** – Renee Evans

Audubon General Account	2,032,322.62
Audubon Payroll Account	50,992.25
Expenditures: 05/23/19	71,218.52
TOTAL AMOUNT FOR APPROVAL	71,218.52

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

**COMMITTEE REPORTS**

**Computer Services** – George Brown

**Comm. Brown:** To make a long story short, some of the computers are not going to be good come February, and we can't wait till February to do that work or January or December. It's got to be done before we start the budget. We have one new one already, and the issue is also that our office software is at 2010. So there is no sense putting in new computers when we have old software. So we want to move to Office 365 which would provide Office for all the computers for Word, and also we would move to a District mail server...we'll be up in the sky. Everybody will have a GTFD6 email address. So I don't have that specifically in the budget. There is some money in there for software, but I'd like the Board to approve the acquisition. It's about \$150 a month. I may be able to get an annual payment with a discount, but I haven't gone that far. We need to get going and I want to make sure that everybody is in agreement because we need to do that.

Motion made by Comm. Flinn, seconded by Comm. Funkhouser to get the new software and new computers. Roll call vote, all yes.

**Budget Co-Commissioner – 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:** Any new members?

**Dep.Chief Brown:** Interviews are tonight.

**Comm. Brown:** OK. I know the Chief has a new member in his report. That's all that 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.

**Apparatus – Brian Robinson**

**Comm. Funkhouser:** Comm. Robinson had an email out endorsing the Chief's Report that he was all for the addition of the Chief's Report.

**Chief Brezee:** He did send an email out approving...

**Comm. Brown:** Chain saws and what not.

**Fire Department Equipment – Brian Robinson**

No report.

**Fire Department Operations – Brian Robinson**

No report.

**Training – Brian Robinson**

No report.

**Insurance – George Flinn**

No report.

**Water – George Flinn**

No report.

**Sign – George Flinn**

**Comm. Funkhouser:** I would like to see more activity on that sign. There was nothing up there on the blood drive. That may have been my fault because I didn't say anything. I would like to see...we bought that sign for a lot of money, and we see that we're hurting for volunteers, but that's all I see. I would like to see a lot more on that sign. That sign can do a lot. A monthly thing saying change your smoke detectors...a program like that would set up to have somebody change them once a month or something. I'd like to see more use of the sign if we can, is it capable?

Sign – continued

**Dep.Chief Brown:** We'll give it a shot again. There are three people who are assigned to update it. Sometimes it does, sometimes it doesn't. Anytime there has been a request or suggestion for up there we've always done it.

**Comm. Funkhouser:** I'm not saying it with negativity...

**Dep.Chief Brown:** On my whole plate of responsibilities, that's not on my top three.

**Comm. Funkhouser:** Right now it is on mine, because we put a lot of money out on the sign. It's in a very good spot in the town.

**Dep.Chief Brown:** We could train you as well on how to post things on there. It's just an additional set of eyes that can get in there and add things.

**Comm. Funkhouser:** Not that I've been doing that.

**Comm. Flinn:** I need spell check.

EMS / Supplies & Equipment – Steve Funkhouser

No report.

Building Maintenance & Grounds – Steve Funkhouser

**Comm. Flinn:** Steve, I think you should make a motion to approve the air conditioner tonight.

**Comm. Funkhouser:** It's been approved, I was just letting you know he's got a busy schedule, and will get it done

**Comm. Brown:** And there's money in the budget for that, right?

**Comm. Funkhouser:** Yes.

**Comm. Brown:** OK, so it's not an issue.

**Comm. Funkhouser:** The roof on the shed, I don't know if I brought this up last month, but the paid staff also did the roof on the shed, and there was a request this evening if they could get some 2x4's and some stuff for the shed to build a shelf, and I did that. That's all I have.

Turn-Out Gear – Steve Funkhouser

No report.

Communications – Steve Funkhouser

No report.

Uniforms – Steve Funkhouser

No report.

Chief – Michael Brezee

**Chief Brezee:** My report's been submitted. The only big thing we had, it's kind of like the pre-celebration tonight, we're going to have the big one at the next board meeting, and that is tonight I took a probationary firefighter's Gomez and Stott. I took their orange shields away. They have met the requirements of the probationary firefighter to receive their black shields. So if you guys would come up and grab your shields. Why we're going to go into next month is we're going to have these placed on plaques and presented to the guys at the next meeting, at which time we'll have cake and celebration and congratulations (applause). So mark your calendars for the next Board meeting that starts at 7pm.

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

Solicitor – David Carlamere

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

Resolutions – Renee Evans

**Adm.Cl.Evans:** Not at this time.

Old Business – George Brown

**Comm. Funkhouser:** We had a successful blood drive again in our building. Thank you very much to all the staff who helped to set up and break down.

**New Business – George Brown**

**Comm. Brown:** We received notification that our phone system is no longer to be supported after the end of this year. We have a quote, it looks very expensive to me. We've already started looking at the requirements, but their going to have to move that up. We had money in the budget based on a Verizon quote, but not based on other vendors quotes, so we'll have to look at those. It's going to be a problem I think, but we'll see.

**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. Funkhouser to adjourn the meeting at 6:41pm.

Roll call vote, all yes.