

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

Meeting Held: October 24, 2019
Meeting Place: Board Office
Meeting Called to Order: 7:00pm
Members of Board Present: **Chairman** – George Brown
Vice Chairman – Richard Annacone
Treasurer – Brian Robinson
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:
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. Annacone, seconded by Comm. Flinn. Roll call vote, all yes.

Correspondence – Renee Evans
Adm.Cl.Evans: It’s been distributed.

Treasurer’s Report – Rich Annacone

William Penn General Account	1,973,422.82
William Penn Payroll Account	26,632.21
Expenditures: 10/24/19	102,529.78
TOTAL AMOUNT FOR APPROVAL	102,529.78

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

COMMITTEE REPORTS

Budget Co-Commissioner – George Brown
No report.

Computer Services – George Brown
Comm. Brown: We have been getting the required back-ups for the insurance company on the server, so that’s done. We do have to change some passwords and documentation and that project will be finished.

Fire Prevention – George Brown
Comm. Brown: I’d like to thank everybody who helped with Fire Prevention. It was a wet night but we still had a pretty good turnout considering. It was not one of our best nights because it was raining, but what can you do.

IAFF Contracts Co-Commissioner – George Brown

No report.

Legal Liaison – George Brown

Sol.Carlamere: Nothing to report.

Liaison to the District Volunteers – George Brown

Comm. Brown: Who's representing the volunteers tonight? We have some new members I understand?

Lt. Phillips: I have two new members here, two applications. One for John aka J. Rodano who is an active firefighter in Delran, and he apologizes. He was going to be here tonight, but he works there Thursdays. And for Justin D'Ancona who is here in the back. The Dep. Chief met with both guys on Tuesday and has his approval and recommendation for the Board to swear them in.

Comm. Brown: Justin, do you want to come up and raise your right hand? Justin was sworn-in by Sol.Carlamere. Congratulations. (applause)

Budget Co-Commissioner – Rich Annacone

Comm. Annacone: Please get the budgets in as quickly as possible.

Comm. Brown: The budget schedule...I emailed that yesterday. What I believe is going on there is their promise for a new system is not going to happen this year which is what I predicted...fourth year in a row. So we'll have to get with Mr. Bowley. I was going to do it today, but I'll do it tomorrow, and ask him to give us the dates that he wants things in...we don't have much time. Since the first item on the calendar is the introduction and approval of the budget by Fire Commissioners and the Statutory date is 12/17/19 and the suggested date is 11/01/19, so we're a little behind, and what I would suggest everybody does is let's start with what your budget was for 2019, it's easier to do that and start with a clean page because you forget what you got, then you can add and subtract that and if you all come back pretty close to the number in the budget of 2019, it will go quicker. Start with where you are, especially things that need to be carried over, that's an easy one.

IAFF Contracts Co-Commissioner – Rich Annacone

Comm. Annacone: We're still waiting to hear back from our Attorney.

Comm. Brown: Ok. So I do have the emails that were sent and what dates so I do want to talk about that. They originally asked for a review of the contract and updates that the career guys wanted back on September 15th, and still have not made any progress with Mr. Long. So do you want to make a motion?

Comm. Annacone: As far as the contract goes?

Comm. Brown: As far as going without Mr. Long?

Comm. Annacone: I was going to make a motion that we continue on negotiations without Mr. Long.

Comm. Brown: OK.

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

Personnel / Administration – Rich Annacone

No report.

Personnel / Operations – Rich Annacone

No report.

Fire Department Equipment – Brian Robinson

No report.

Fire Department Operations – Brian Robinson

No report.

Training – Brian Robinson

Comm. Robinson: For the most part I'm going to defer to the Chief's email in reference to training.

Apparatus – Brian Robinson

Comm. Robinson: The Chief had quoted, and we've been in contact in reference to the four tires being replaced for \$2,712. I recommend that we go with that, they are pretty substantial cracks in the tires. So instead of the truck sitting out of service and it's reasonable to replace the four. Also with the Vineland quote to do the electric for the utility for \$1,700, I'd like to move forward with that also.

Comm. Brown: OK, so a motion to replace the four tires on the Squad with the quote that we received from our vendor that we usually use at \$2,712.

Comm. Flinn: I second. It's under the bid threshold.

Comm. Brown: Yeah, but I don't know if we had that specifically in the budget for those tires.

Chief Brezee: We never budget for this tire or that tire. We do figure on replacing tires on one truck a year.

Comm. Brown: I think you're just better off if it's not specifically in the budget to go ahead and approve it with a motion then you are clear.

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

Comm. Robinson: And the secondary motion would be a motion to approve Vineland Electric for the installation of the panel for the utility at \$1,700.

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

Comm. Brown: Anything else?

Comm. Robinson: Negative.

Insurance – George Flinn

No report.

Sign – George Flinn

No report.

Water – George Flinn

No report.

Building Maintenance & Grounds – Steve Funkhouser

Comm. Funkhouser: Two items. I sent out emails but I'm not sure if they got out correctly. The Administration Building on the front of the doors to keep the firefighters as Firefighters Only on the other glass door. So when the residents come up here to fill out smoke inspections, they know where to go instead of going all around the building. The second thing is, I went to the Township Public works the one-way signs do-not-enter signs are all faded, so they're going to replace them for us. I'm holding my breath but they said they're going to replace that for us.

Comm. Brown: Hopefully they can replace them without blocking our sign.

Comm. Funkhouser: Just the signs on there, they're not going to move them. Just replace the signs that are on there.

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: My report has been submitted. I don't have too much to add, there is a lot going on. I did learn yesterday, that when Jan retired someone put me on the contact list for the voting so I would be opening the hall at 5AM?

Comm. Brown: I did not do that.

Chief – continued

Chief Brezee: I'm good with it.

Comm. Brown: My guess is the Clerk of the Township didn't know who else to go to.

Chief Brezee: But I'll be handling that now. The machines were delivered today and we will put something out to the volunteers to kind of stay away that day other than incidents because the voting people get nervous when there are people meandering around the hallways and things like that.

Motion made by Comm. Flinn, seconded by Comm. Robinson to accept the Chief's Report as submitted.
Roll call vote, all yes.

Solicitor – David Carlamere

Sol.Carlamere: Nothing to report.

Resolutions – Renee Evans

Comm. Brown: We have to get the Resolution signed for the consolidation discussions.

Adm.Cl.Evans: I also have the resolution to adopt the audit. Everybody went over it, and is good with it.

Comm. Brown: I'd like to thank everyone for a good audit once again, not a single thing to report. I thank Jan for that and thank the new Clerk for that.

Motion made by Comm. Flinn, seconded by Comm. Robinson to accept the 2018 Audit. Roll call vote, all yes.

Sol.Carlamere: Just note that all of you have to sign the certification that you reviewed the recommendations and findings.

Comm. Brown: OK.

Old Business – George Brown

Comm. Brown: We expect Jan to start part-time work maybe next week. I requested Renee to coordinate Jan's work schedule on my behalf and your behalf because it's just a lot easier, so she is authorized to do that on our behalf.

Consolidation...I heard from the Chairman of District 2 on October 1st that they do not to pursue any consolidation discussions at this time. I don't know what else anybody has thoughts on. As of right now, the absence of some other thoughts, the discussion is dead. Any thoughts from anybody? (hearing none)

Jeff Bowley our Accountant was in yesterday working with our Clerk and Mr. Allen on the required financials for October. Mr. Bowley will shadow Mr. Allen for the remainder of the year, and Mr. Allen's retirement should be a smooth transition based on their day yesterday. So we have that under control.

New Business – George Brown

Comm. Brown: New Business? (hearing none)

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 7:20pm.

Roll call vote, all yes.