

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

Meeting Held: June 24, 2021
Meeting Place: Board Office
Meeting Called to Order: 6:36pm
Members of Board Present: **Chairman** – George Brown
Vice Chairman – Brian Robinson
Treasurer – Steven Funkhouser
Secretary – George Flinn
Commissioner – Derek Grier, excused
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. Robinson, Funkhouser, Flinn and Brown are present. Comm. Grier is on vacation.

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. Robinson. Roll call vote, all yes.

Correspondence – Renee Evans

Adm.Cl.Evans: All have been distributed.

Treasurer’s Report – Steven Funkhouser

William Penn General Account	1,962,182.50
William Penn Payroll Account	19,616.50
Expenditures 06/24/21	66,005.78
TOTAL AMOUNT FOR APPROVAL	66,005.78

Motion made by Comm. Robinson, seconded by Comm. Flinn 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

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 to the volunteers?

Dep.Chief Brown: Negative. We did get the background check back for a member, but he has joined a firefighting organization and will get back to me, his name was Shane Flinn.

Budget Co-Commissioner – Brian Robinson

No report.

IAFF Contracts Co-Commissioner – Brian Robinson

No report.

Personnel / Administration – Brian Robinson

No report.

Personnel / Operations – Brian Robinson

Comm. Robinson: Nothing at this time. We'll discuss the Civil Service stuff in Closed Session.

Building Maintenance & Grounds – Steve Funkhouser

Comm. Funkhouser: In regards to the roof, we've had two engineers give us quotes. We got the quotes back and they seem to be around the same amount of money and it seems to be a standard for the engineers. So the amount of money they're telling us is over the amount of money we budgeted for the roof, which I wasn't expecting, but because of Covid and everything else, we're looking at probably another \$100,000 we need to find somewhere else. My curious mind was wondering Dave, is it possible for us to borrow money out of the truck fund that we have to put into the roof?

Comm. Brown: I think actually it means a Local Finance Board exception.

Sol.Carlamere: You need to amend your budget, it has to go through Local Finance Board approval to do that. I can check on this, you can probably do a Bond Anticipation note if you think, for example your discussion is you want to anticipate a bond, and talk to the Auditor on that, but then if you don't do the bond you still have to pay that off but at least it gets you through an emergency. You can do it that way, maybe a more easy way is to borrow from your reserve and you have to budget to pay it all back in the next year. That's probably how the Local Finance Board will approve it.

Comm. Brown: The truck that they're looking at purchasing will not arrive until at least 2022, 2023? And there is more than enough money in there right now, I think there's about \$700,000, and we anticipate spending about \$600,000, so we would replace that in next year's budget. One note, and I didn't have a chance to talk to Comm. Funkhouser, the lumber futures, which is what everybody is betting is going to happen to lumber fell 46% this week for the end of July. So that is definitely in our favor.

Sol.Carlamere: What do you have that might be in an unrestricted reserve, not dedicated. Local Finance Board might look for that to see you have a commitment to buy and you have that money approved to buy, they might say what is your unrestricted reserve account.

Comm. Brown: I can tell you in one second.

Sol.Carlamere: It might be easier for them to approve borrowing from there.

Comm. Brown: The Fire Station roof that's budgeted as Capital Improvement for \$200,000. I didn't see the quote on the second one, but the first one was about \$150,000 more than that. The reserve fund has \$863,000 in it, and the unreserved has...this can't be right so I'm not going to read it.

Sol.Carlamere: I would think that would be the easier one for Resolution for approval. I'm going to speak with the Auditor also if you want me to.

Comm. Brown: Could you please.

Comm. Funkhouser: The second quote George was based on approximately 50,000 square feet of the existing roof system. We estimate the project will have construction cost of approximately \$270,000-\$300,000.

Comm. Brown: Does that include their fees?

Comm. Funkhouser: I think so because the fees over here is \$32,900.

Building Maintenance & Grounds – continued

Comm. Brown: We should double check if their estimate includes the fees or not, because it sounds like it doesn't to me. Sometimes you'll get them without their fees included in the estimated cost.

Comm. Funkhouser: The design, the bidding process and construction administration and inspection is what they have down as \$32,900.

Sol. Carlamere: So design, and then they monitor the construction and inspect?

Comm. Funkhouser: Yeah.

Comm. Brown: Right, but the question is to whether or not their estimate includes their fees. Some people quote it outside the estimate, and we should clarify it.

Comm. Funkhouser: Let him see that top page.

Comm. Brown: This says construction cost, not a project cost.

Sol. Carlamere: So design, bidding support, construction administration and inspection is \$32,900. So you're at \$270,000-\$300,000 plus the \$32,900.

Comm. Funkhouser: Plus the \$32,900. They can't give you a solid number on that.

Comm. Brown: So if that's the case, we would need at least \$140,000 to borrow.

Comm. Funkhouser: Yeah, approximately. And that's just for that Company, not sure about this other Company.

Comm. Brown: So we're looking to borrow from the left hand pocket \$140,000. And if that means going to the Local Finance Board, I'll go and somebody else can go with me because I think I can speak to the budget as well as anybody. The thing is this, I'd wait to see if the lumber prices really do drop in the way they're saying, and 41% is pretty significant.

Sol. Carlamere: That's everything I'm hearing that it's starting to drop.

Comm. Brown: So he's going to check with the Auditor, and the next step is maybe with Trenton.

Comm. Funkhouser: So the answer to my question is that we can't borrow out of the truck fund?

Comm. Brown: No, we won't be able to. The Bond process would take a while. If we can show we'll have the funds in the 2022 budget to replace it, I don't think it's going to be a big deal because we've got the history of always putting \$200,000 a year for the last six or seven years and we're saying the truck won't be in till 2023, we don't need the money till then, and we'll replace it in the 2022 budget. That's the fastest, easiest way.

Comm. Funkhouser: Going by the Chief's report, the second item I've got to discuss. The Chief would like to see if we could get a couple chairs for the radio room and we need a battery for the generator out back. Other than that, our supplies are good and that's all I have right now.

Comm. Brown: On the chairs for the radio room if I could make a comment...if we could get something that when you go to sit down, the chair stays where it was rather than being 3 feet back here, it would be greatly appreciated.

Comm. Funkhouser: No rollers? The wheels or the backing?

Comm. Brown: No, no, the chairs that are out there right now, if you go to sit in them the chair moves back, the whole chair because it's on wheels. We need something that's not so mobile.

Comm. Funkhouser: So we want chairs without wheels?

Comm. Brown: Yeah, I've caught myself a half a dozen times and I've seen other people to. You need something that slides so we don't scratch the floor.

Comm. Funkhouser: That's fine. That's all I have to report.

Communications – Steve Funkhouser

No report.

EMS / Supplies & Equipment – Steve Funkhouser

No report.

Turn-Out Gear – Steve Funkhouser

No report.

Uniforms – Steve Funkhouser

No report.

Insurance – George Flinn

No report.

Sign – George Flinn

No report.

Water – George Flinn

No report.

Apparatus – Derek Grier

Comm. Brown: I spoke to Derek the other day, and he didn't give me anything for the meeting.

Fire Department Equipment – Derek Grier

No report.

Fire Department Operations – Derek Grier

No report.

Training – Derek Grier

No report.

Chief – Michael Brezee

Chief Brezee: My report's been submitted, nothing to add.

Solicitor – David Carlamere

Sol.Carlamere: Nothing to report.

Resolutions – Renee Evans

Adm.Cl.Evans: None.

Old Business – George Brown

Comm. Brown: Same as last month, except I can't speak to the Engine 869 line.

- 1) CPA issue with 1099's – even though they've been printed.
- 2) Computer Room project – hiring for electrical and computer install
- 3) What to do with Engine 869.
- 4) Solicitor to check with Auditor on the best and easiest way to secure dollars for the roof project.
- 5) Chairs for the radio room.
- 6) Battery for generator out back.

Comm. Brown: The District 2 proposal to hire other District's firefighters in case of illness etc., and that was recirculated by the Chief a couple days ago.

Comm. Robinson: I have the new one here, this is the most recent, correct?

Chief Brezee: No, that's the volunteer...he said career. The career one was re-worked after I sent you the initial, that's why I sent that other one to you. They had apparently gone totally back to the drawing board on it. It included other stake holders and came up with a new document.

Comm. Brown: I have some comments on that agreement. There are whole gaps between the labor agreements and what's proposed there meaning, can they send us a Captain when we're looking for a Firefighter?

Chief Brezee: I understand totally what you're saying.

Comm. Brown: And we would then be paying a Captain's rate for firefighter for one. And there were a whole other bunch of issues I didn't want to belabor the Board with them that need to be worked out there so we know in advance is it all time and a half or is it at the prevailing rate of that employee, so are we looking at some double time?

Chief Brezee: We don't know what their contracts say as far as something like that. I knew you had a lot of questions as well as Brian, and that's why I told Bill Robb over at Chews that I'm just going to ask Brian Robinson to directly, after he gets all the Board's questions, send them to you.

Comm. Brown: So we should get the questions to you? I can't do anything for the next couple of weeks, but I'll do it right after that, but there's just not enough clarity. And the other thing too is, I changed the titles on those

Old Business – continued

because it was very confusing. I looked at it 4 times and didn't understand what I was looking at. So I hoped it would be easier when you knew which one you were picking up. So that one got signed, right, the volunteer one?

Comm. Robinson: Yes, it's done.

Chief Brezee: So we're done with that with Chews. We are still waiting. I got a verbal OK from District 4 and they were trying to get theirs signed and get it over here by tomorrow he told me. So I'm going to give him till tomorrow. They asked about a document, I said we have one we've been working with Chews, I'll send it to you. I sent it to them and they agreed to it.

Comm. Brown: OK. We can proceed with 2 tonight effectively.

Chief Brezee: So they requested once we've signed, get them back the signed copy which I'll scan that tonight and send it over, then send the flyer I made up stating that we have the position and what it pays and what we're looking for, and then their Chief will approve members who are allowed and available and they'll send us the information.

Comm. Brown: OK. That's it for Old Business.

New Business – George Brown

Comm. Brown: New Business? (hearing none)

Public Portion – George Brown

Comm. Brown: Public Portion? (hearing none)

Closed Session – George Brown

Motion made by Comm. Flinn, seconded by Comm. Robinson to go into Closed Session at 6:55pm to discuss personnel. Roll call vote, all yes.

Comm. Brown: Let the record show that we have come out of Closed Session at 7:17pm.

Roll call Commissioners, all present.

Comm. Brown: During the Closed Session we discussed issues regarding personnel, they are not resolved at this point. So at this point, I'll take a motion to close.

Adjourn – George Brown

Motion made by Comm. Flinn, seconded by Comm. Robinson to adjourn the meeting at 7:17pm.

Roll call vote, all yes.

Comm. Brown: Thank you, see you next month.

Sol. Carlamere: If I get some reports or comments, I'll reach out.

Comm. Brown: If you want to send them to me, I'll send them to the responsible persons, it's easiest.