

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

Meeting Held: January 20, 2022
Meeting Place: Board Office
Meeting Called to Order: 6:30pm
Members of Board Present:

Chairman – George Brown
Vice Chairman – Brian Robinson
Treasurer – Steven Funkhouser
Secretary – George Flinn, excused
Commissioner – Derek Grier
Clerk – Kathleen Crockett
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, Grier and Brown present. Comm. Flinn is excused, he's out sick.

Comm. Brown: In order to let the Solicitor go to his other meeting on time, we have a personnel matter that we'd like to go into Closed Session for discussion.

Motion made by Comm. Funkhouser, seconded by Comm. Robinson to go into Closed Session at 6:35pm.
Roll call vote, all yes. **R-03-22**

Motion made by Comm. Funkhouser, seconded by Comm. Robinson to go back into Open Session at 7:18pm.
Roll call vote, all yes.

Comm. Brown: During the Closed Session, an issue regarding Personnel was discussed. It has not been resolved yet so there is nothing I can tell you about it.

Roll call Commissioners: Comms. Grier, Funkhouser, Robinson and Brown are present.

Minutes of the previous meeting - Motion to accept the previous month's minutes as they are available to the public upon request.

12/16/21 – Regular Board Meeting
12/20/21 – Special Meeting Budget Introduction & Approval
12/30/21 – Special Meeting Year-End Resolutions and Final Bills

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

Correspondence – Kathleen Crockett

Cl.Crockett: It's been distributed.

Treasurer's Report – Steven Funkhouser

William Penn General Account	2,546,874.13
William Penn Payroll Account	17,382.32
Expenditures: January 20, 2022	73,028.25
 TOTAL AMOUNT FOR APPROVAL	 73,028.25

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

No report.

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

No report.

Building Maintenance & Grounds – Steve Funkhouser

Comm. Funkhouser: May 19th Chief, from 1:30pm - 6:30pm we will have Red Cross blood drive.

I also defer to the Chief's Report in regards to anything in my portion of my budget. I would like to have a moment of silence for the two people killed yesterday in an accident with Lawnside Fire Apparatus. Two Firefighters were injured, and I think it's important we talk about the safety of driving the vehicles, because they do kill. That's all I want to say. That's all I have.

Comm. Brown: A moment of silence for all involved in the Lawnside accident yesterday.

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

Comm. Brown: Comm. Flinn is not here tonight.

Sign – George Flinn

No report.

Water – George Flinn

No report.

Apparatus – Derek Grier

Comm. Grier: There is a question I have for the Apparatus boom. Has that been forwarded to Carlamere?

Comm. Brown: It has not. We need to do that. It's in the Chief's report that they have officially decided to stop calling us back. So we can send the Chief's report to Mr. Carlamere. I'll take the responsibility to do that and get that out to him. He came here as a special favor to us, so I didn't want to bring that up.

Comm. Grier: Other than that, I'll defer to the Chief's Report.

Fire Department Equipment – Derek Grier

No Report.

Fire Department Operations – Derek Grier

No report.

Training – Derek Grier

No report.

Chief – Michael Brezee

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

Roll call vote, all yes.

Solicitor – David Carlamere

Comm. Brown: The Solicitor has left the meeting following the Closed Session, so no report from him.

Resolutions – Renee Evans

Comm. Brown: We have 3 Resolutions tonight:

Cl.Crockett:

Resolution R-01-22 Procedures for the Adoption of the 2022 Fire District Budget. It lists all the procedures for the Budget that we follow and we need a motion on that.

Motion made by Comm. Robinson, seconded by Comm. Grier to approve R-01-22. Roll call vote, all yes.

Resolution R-02-22 The 2022 Adopted Budget Resolution for total revenues of \$2,315,447.99 which includes the amount to be raised by taxation of \$1,648,645.04, for total appropriations of \$2,315,447.99.

Motion made by Comm. Funkhouser, seconded by Comm. Robinson to adopt the 2022 Fire District Budget. Roll call vote, all yes.

Resolution R-03-22 Closed Session

Old Business – George Brown

1) Computer Room project.

Comm. Brown: It still has not been started, I looked at it when I was here yesterday.

2) What to do with Support Vehicle 869

Comm. Brown: Is there maintenance on that from a prior meeting.

Chief Brezee: I had asked whether we wanted to have it repaired or not, at the time I was told no.

Comm. Brown: So that's closed? We can take that off the Old Business list.

Cl.Crockett: OK.

Old Business – continued

3) Apparatus boom leaking – update

Comm. Brown: We never got any documents from them?

Chief Brezee: Yeah I did. What I requested from them was all the past repair invoices. They gave them to me in paper copy, I made copies for Carlamere. I read in the November minutes he wanted to see that.

Comm. Brown: Yes, but are there things in there that he doesn't need to look at?

Chief Brezee: I was looking at...this is an awful big stack for a truck that's 4-5 years old.

Comm. Brown: OK, but he may not know that. I think we'd do better when we send him the things we need for him to specifically look at.

Chief Brezee: Yeah, whatever he wants from me, I'll go through it, that's not a problem. I've been through it several time.

Comm. Brown: Are there any references in those documents for boom repair or maintenance?

Chief Brezee: I'll go back over them to be sure. There was a boom light, hydraulic issue...

Comm. Brown: If you could go back through there and highlight that has anything to do with the boom, I think that's the starting spot if you could do that within the next two weeks?

Chief Brezee: OK.

Comm. Brown: Thank you.

4) Roof update

Comm. Funkhouser: Nothing right now. I was waiting for the budget to go through, so around February.

Comm. Grier: Have we authorized the RFP?

Comm. Brown: I there are a whole bunch of steps that need to be done there and we should backtrack and look at that. I don't know all of them on top of my head. The RFP would normally, I think as we've been talking prior to you joining the Board is, the first decision is whether or not we're going to hire that Consulting Engineer to run the project in my mind, because he's the person who would do the RFP. And we may need to do an RFP just to get that person lined up. There are all kinds of squirrelly things in that part of the world, because we haven't really issued an RFP, am I correct Chief, on a Consulting Engineer. We just went out and knocked on doors and said...

Chief Brezee: I believe I forwarded two quotes, one from an Engineering firm that when you went through it, it pretty much handled the whole project. Then we got another quote from a company that they kind of guide you through it, but you do all the work.

Comm. Brown: So I think the first step is to decided which way you're going to go. I think if you look back in the minutes, it was that we wanted to pass off all to a project manager, because there is so much involved.

Comm. Robinson: I believe that's the avenue to go.

Comm. Funkhouser: A Consulting Engineer would be great.

Comm. Brown: OK, so I guess the starting point would be to ask the Consulting Engineer if he wants to update his quotes since it's been a year, and if so, when can we have that? And I don't know, depending on that amount, you may have to get other ones.

Comm. Funkhouser: It's going to be \$800,000 now.

Comm. Brown: I warned you.

5) EMS Mutual Aid

Comm. Brown: Is this resolved?

Chief Brezee: The Township has moved into a new contract with Inspira, which we all pretty much have seen. This is a temporary fix until they can get a 5 year contract with a company, I don't want to say that Inspira got it already. But yes, right now they are operating their own EMS, I would say it's better than it was.

Comm. Brown: OK, I don't know who told me this, but somebody official told me that they have to go through the 120 day waiting period with AMR. So I'm guessing they can't sign the new contract until the 120 day period is cleared, that's my unofficial, untrained, stayed at a Holiday Inn last night opinion on it.

Comm. Grier: Did we get any personnel involved in that financially?

Chief Brezee: No. We had guys scheduled but the temporary fix was put into place before they were used.

6) Call Back Program.

Comm. Brown: The last item is the Call Back Program. I think it's been batted around here and we're in the new year and new budget. The steps are, we were going to get some language and sit down with Adam and say this is what we'd like to do relative to the Call Back Program, can we get that resolved maybe by the February meeting?

Old Business – continued

Chief Brezee: Do you want me to do that?

Comm. Brown: I think Comm. Robinson and you I think should do it.

Comm. Robinson: Have you been able to get anything Adam, any kind of how anybody else has it written, the Call Back Program?

Ff. Craig: No.

Comm. Robinson: Me neither.

Comm. Brown: OK, and I don't want to make it much bigger than it is. I think in my mind which is fading, but there were a couple things we wanted to add to the current overtime rules relative to Call Back and it was good to go. And if you want me to try and recall that and just have conversation, I could do that.

Chief Brezee: You can send it to me so I know where we're at.

Comm. Brown: Let's just have a conversation, because I speak a lot faster than I type, alright? Maybe you and I, Comm. Robinson, and I would even ask Adam to join into the conversation and start with "what are we trying to achieve here", and let the language follow that rather than getting out there with the language and it doesn't go where we want to be. Adam?

Ff. Craig: OK.

Comm. Brown: Can you maybe within the next couple tours let me know when you're here or let Comm. Robinson know and I'll come up and tell you what I remember from context what we were trying to do and what we did want to happen. I think this is the bigger thing. There wasn't enough control over what had been in place before when we took it out.

Ff. Craig: OK, no problem.

Comm. Brown: We'll have to amend the contract too. If we get the language by next month and get the contract amended right after that as quick as we can. That's all I have.

New Business – George Brown

Comm. Brown: (hearing none)

Closed Session – George Brown

(earlier Closed Session **R-03-22**)

Public Portion – George Brown

Comm. Brown: Anyone like to say anything to the Board, stand up, state your name and address.

(hearing none)

Adjourn – George Brown

Motion made by Comm. Robinson, seconded by Comm. Funkhouser to adjourn the meeting at 7:34pm.

Roll call vote, all yes.

Comm. Brown: Thank you everyone.