

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

Meeting Held: January 19, 2021
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 – 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 special meeting 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 – Renee Evans

Adm.Cl. Evans: All has been distributed.

Treasurer's Report – Renee Evans

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|-------------------------------|--------------|
| William Penn General Account | 2,175,586.90 |
| William Penn Payroll Account | 26,184.01 |
| Expenditures: 01/19/21 | 57,486.82 |
| TOTAL AMOUNT FOR APPROVAL | 57,486.82 |

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

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

No report.

IAFF Contracts Co-Commissioner – Rich Annacone

Comm. Annacone: We still have to sit down with the Chief and his contract, and the Clerks.

Comm. Brown: I thought that we just needed to approve them, except I'm not sure what Mike has accepted officially.

Comm. Annacone: He sent me an email saying he would accept 2 ½ %, and that's the only change, right?

Chief Brezee: Yes.

Comm. Brown: And is that your final answer?

Chief Brezee: Yes.

Comm. Brown: And we know what Renee's is, so can we just approve those two so we don't have to wait?

Comm. Annacone: I had no idea what we'd be talking about as far as amounts for him.

Sol. Carlamere: Are you going to want to go into Closed Session and discuss before you move on it?

Comm. Annacone: We can, yes.

Comm. Brown: OK, we'll do that at the end, we'll just keep going. Anything else Comm. Annacone?

Personnel / Administration – Rich Annacone

No report.

Personnel / Operations – Rich Annacone

No report.

Apparatus – Brian Robinson

No 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: The Chief's report in regards to the roofing, we had a second estimate on it. That's all I have.

Comm. Brown: OK, and when we get those bids in, is somebody going to forward them to the Solicitor for review?

Comm. Funkhouser: Yes, I will.

Comm. Brown: Just to give him a heads up. Anything else?

Comm. Funkhouser: No sir.

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.

Comm. Brown: OK.

Solicitor – David Carlamere

Sol. Carlamere: I have nothing to report, but I was going to comment tonight on the moving of the Election to April 20th. I spoke to Renee the Clerk earlier today, she pretty much has everything under control as to the procedures to follow. You have petitions in, they're still valid and you have to advertise it. Everything seems to be under control.

Comm. Brown: OK. Just for the record, when is the close for those petitions?

Sol. Carlamere: You have to have petitions in 29 days before the date of the Election. If you've already advertised and you already have petitions in that are appropriate and signed, they're valid. They don't get voided out. But you have to advertise again because the Election has moved now to April, and somebody else could submit a petition.

Comm. Brown: OK, so the date for the close of petitions is now...

Sol. Carlamere: 29 days prior to April 20th. I guess that's March 5th or 9th, it's one of those two days. As long as it's 29 days, you can count back. And that has to be advertised in that fashion. 29 days before the date of the Election is when the petitions have to be sent in, so you have to advertise it to have the petitions in.

Comm. Brown: OK. Anything else? (hearing none)

Resolutions – Renee Evans

Adm.Cl. Evans: I put them in the folder. We have the resolution to adopt the Budget. The first resolution is regarding the procedures to adopt the Budget. The second resolution is for the amendment of the Budget. And the third one is to adopt the Budget.

Comm. Brown: OK, so the numbers are a little different than the first meeting because we had some outstanding items from the first reading, and we said depending on how big the numbers were, we would amend them especially around what's owed for retention and recruitment which is the money promised to the volunteers. There was sufficient money left over to revise the budget and that was done. And that was the only line that was done. The additional expense was taken out of the fund balance so as to not increase taxation and still keep our promises, and that's what was done.

Adm.Cl. Evans: Yes.

Comm. Brown: OK, so the first Resolution is...

Adm.Cl. Evans: The Procedures to Adopt the Budget, R-01-21.

Comm. Brown: The second one is R-02-21 which is...

Adm.Cl. Evans: To amend the Budget, the changes that were made.

Sol. Carlamere: So the first Resolution R-01-21 has to be passed as you follow the statutory procedures for the adoption. Once you pass that, then you don't have read the Budget, because you already said on the record that you followed the statutory procedures. So that's the first one. The second one is the amendment and your public hearing and adoption.

Comm. Brown: But do we need to read either of these in their entirety.

Sol. Carlamere: No, you can just move R-01-21 first.

Comm. Brown: OK...motion to approve R-01-21.

Motion made by everybody at the same time to approve R-01-21. Roll call vote, all yes.

Sol. Carlamere: The R-02-21 is your Amendment. You need to move to adopt that.

Resolutions – Renee Evans

Motion made by Comm. Funkhouser, seconded by Comm. Robinson to approve R-02-21. Roll call vote, all yes.

Sol.Carlamere: You should open it to the Public if there are any questions on the Budget that's ready to be adopted.

Comm. Brown: At this time, we'll open the meeting to the Public. If you have any questions about anything, stand up, state your name and address. (hearing none)

Motion made by Comm. Robinson, seconded by Comm. Annacone to adopt the Budget. Roll call vote, all yes.

Closed Session – George Brown

Motion made by Comm. Funkhouser, seconded by Comm. Annacone to go into Closed Session.

Roll call vote, all yes.

Comm. Brown: Let the record show that at 6:39pm the Board has gone into Closed Session to discuss the outstanding contracts. Is there anything to discuss with the Clerk?

Comm. Annacone: No.

Comm. Brown: OK, so we don't need to excuse her, agreed?

Comm. Annacone: No.

Roll call, all yes.

Comm. Brown: Let the record show the Board has come out of Closed Session at 6:49pm.

Roll call Commissioners, all present.

During Closed Session we discussed the issue regarding fill-in, paid-in hourly rate, and the Chief's Contract. The Chief has accepted the Board's offer of 2 ½% for two years. I'd like to approve his contract.

Motion made by Comm. Funkhouser, seconded by Comm. Robinson to approve the Chief's contract.

Roll call vote, all yes.

Comm. Brown: There was a question as to whether or not we could formerly approve the fill-in hourly rate to match what's being paid at District 5. I think we approved it in November, but in case we didn't we're going to vote on it again to increase it \$1 an hour to match District 5 at \$15.00 an hour effective the first of the year (2021).

Motion made by Comm. Robinson, seconded by Comm. Annacone to increase the fill-in hourly rate to \$15.00 effective the first of the year (2021). Roll call vote, all yes.

Old Business – George Brown

No report.

New Business – George Brown

No report.

Public Portion – George Brown

No report.

Adjourn – George Brown

Motion made by Comm. Funkhouser, seconded by Comm. Flinn to adjourn the meeting at 6:51pm.

Roll call vote, all yes.

Comm. Brown: Thank you everyone for coming.

Sol.Carlamere: Everyone stay safe.