

# Board of Fire Commissioners

Gloucester Township Fire District Six  
1946 Williamstown Road  
Erial, NJ 08081  
(856) 435-0700

<i>Chairman</i> George L Brown	<i>Vice Chairman</i> Brian Robinson	<i>Treasurer</i> Steven M. Funkhouser	<i>Secretary</i> George W. Flinn	<i>Commissioner</i> Derek Grier
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## **MINUTES FOR REGULAR MEETING** **APRIL 27, 2023**

In accordance with Section 5 of the Open, Public Meetings Act, Chapter 231 P.L. 1975, notice of this meeting was posted on the Fire District bulletin board designed for that purpose.

### **CALL TO ORDER**

Public meeting call to order at 18:30 hours.

### **FLAG SALUTE**

### **ROLL CALL**

BROWN	PRESENT
ROBINSON	PRESENT
FLINN	PRESENT
FUNKHOUSER	PRESENT
BROWN	PRESENT

Also present: Chief Brown, Captain Schoonmaker, Lieutenant Phillips, Lieutenant Blevins, Fire Official Gordon, Sr., Solicitor Carlamere, Administrative Clerk Evans.

### **SUSPENSION OF REGULAR AGENDA**

Regular agenda suspended to swear in new officers.

Captain Robert Schoonmaker was ceremoniously sworn in by Solicitor Carlamere. Captain Schoonmaker was promoted from the rank of Lieutenant.

Lieutenant Joseph Samuel Blevins, III was ceremoniously sworn in by Solicitor Carlamere. Lieutenant Blevins was promoted from the rank of Firefighter.

### **RECESS 18:42 hours**

### **RETURN TO ORDER 18:55 HOURS**

### **PRESENTATION OF MINUTES**

Motion by Commissioner Flinn seconded by Commissioner Funkhouser to accepted the previous month's Regular Meeting Minutes

### **ROLL CALL VOTE**

GRIER	YEA
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	YEA
BROWN	YEA

### **CORRESPONDENCE**

Distributed and on file.

### **TREASURER'S REPORT**

Commissioner Funkhouser read the Treasurer's Report into the record; the opening balance in the general account was \$2,732, 381.66. Payroll account balance was \$33,879.07. Bills attached for approval totaled \$122,497.24.

Motion made by Commissioner Flinn to accept the Treasurer's Report and monthly bill list.  
Motion carried.

### **ROLL CALL VOTE**

GRIER	YEA
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	YEA
BROWN	YEA

### **COMMITTEE REPORTS**

#### **COMMISSIONER BROWN**

Update on Wi-Fi upgrade project.  
Probationary Firefighters Haire and Cornet were approved by the Board pending results of their background checks and driver abstract checks.

#### **COMMISSIONER ROBINSON**

Discussion regarding upgrade of key fob system. Decision made to contact the vendor to make necessary repairs to Controller #4. Assessment will be made later in the year in regards to upgrading the entire system

*Motion made by Commissioner Flinn, seconded by Commissioner Robinson to make necessary repairs to fix the main entrance door.*

### **ROLL CALL VOTE**

GRIER	YEA
ROBINSON	YEA

FLINN	YEA
FUNKHOUSER	YEA
BROWN	YEA

### **COMMISSIONER FLINN**

Maintaining current levels of AD&D insurance coverage.

### **COMMISSIONER GRIER**

Squad 86 repairs delayed yet again due to supply chain issues. Manufacturer is supposed to be shipping the required parts for boom repair on May 11.

### **FIRE CHIEF/ADMINISTRATOR'S REPORT**

Fire Chief Brown presented the Fire Chief/Administrator's Report. The complete report is on file.

Additionally, clarification was sought and obtained from the Board of Fire Commissioners in reference to Return to Duty for Full Time Personnel. Full Time Personnel are permitted to return to duty for Working Fire Box, All Hands, or Extra Alarm Assignments, as well as Rescue Assignments in Fire District Six, only. The Chief maintains the authority to initiate Return to Duty in circumstances where he feels it to be necessary.

Fire Chief Brown presented the data and cost analysis on maintenance of Squad 86. Information presented as follows:

“Data reviewed service records evaluated included both warranty and customer activated requests for repair(s) and service(s) for the apparatus, initiating from post-delivery April 2017 until August 2022.

#### **Warranty claims**

Understanding that warranty service requests and the requisite invoicing from Campbell Supply are charged against a manufacturer warranty that is equivalent to an insurance policy with invoices being converted into claims against said policy. A total of fifty-five (55) warranty claims were filed against the manufacturer’s warranty between April 2017 and 2019. There are no records of warranty claims from January 2020 through April 2020 which would have been indicative of a three-year manufacturer warranty.

#### **Repair and service costs**

Sharp increases in costs were documented, specifically between 2017 and 2018. A roughly 21.5% increase in invoicing for repairs and service was recorded, and a roughly 139.5% increase in invoicing for repairs and service was recorded between 2018 and 2019. Of course, these costs shift to District 6 seemingly at the conclusion of the manufacturer’s warranty at the end of 2019.

An example of the frequency of repairs being faced by District 6 for this one resource can be noted in 2020 and 2021. Using a comparison of the annual O&E line item for fire and support

vehicle apparatus repairs for Pennsauken at \$38,000.00 annually for a total of 28 apparatus and vehicles; Squad 86 Non warranty repairs and service for 2022 (\$22,738.86) is staggering considering the relatively newer age of the custom apparatus, the out of service time, and the repeat mechanical, electrical and component issues.

This resource has documented repair and service costs totaling \$99,490.11 in four years (assuming the 2022 invoicing is incomplete)."

The Board of Fire Commissioners requested an update on Fire Official Progress. After discussion with Fire Official Gordon, it was determined that a per diem Inspector will be hired on a temporary basis to assist with the inspections process this year. Chief/Administrator Brown is to draft a posting for presentation to BOFC.

*Motion by Commissioner Flinn to approve the Chief's Report. Motion seconded by Commissioner Robinson.*

### **ROLL CALL VOTE**

GRIER	YEA
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	YEA
BROWN	YEA

### **SOLICITOR REPORT**

RESOLUTION R-19-23 PRESENTED Authorizing Entry of Shared Services Agreement for Apparatus Maintenance and Repair with the Township of Gloucester.

*Motion made by Commissioner Funkhouser to approve the resolution. Motion seconded by Commissioner Flinn.*

### **ROLL CALL VOTE**

GRIER	YEA
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	YEA
BROWN	YEA

### **OLD BUSINESS**

Phone system upgrade pending upgrade of Wi-Fi.

### **NEW BUSINESS--NONE**

### **PUBLIC COMMENT--NONE**

*Motion made by Commissioner Flinn to enter Closed Session. Motion seconded by Commissioner Grier at 19:35 hours.*

**ROLL CALL VOTE**

GRIER	YEA
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	YEA
BROWN	YEA

**RETURN TO PUBLIC SESSION--19:45 HOURS**

**ROLL CALL OF COMMISSIONERS PRESENT**

GRIER	YEA
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	YEA
BROWN	YEA

Closed Session items are unresolved regarding personnel.

*Motion by Commissioner Flinn and seconded by Commissioner Robinson to adjourn meeting at 19:47 hours. Motion Carried.*