

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

**Meeting Held:** June 23, 2022  
**Meeting Place:** Board Office  
**Meeting Called to Order:** 6:35pm  
**Members of Board Present:** **Chairman** – George Brown  
**Vice Chairman** – Brian Robinson  
**Treasurer** – Steven Funkhouser  
**Secretary** – George Flinn  
**Commissioner** – Derek Grier  
**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.

**Comm. Brown:** We did not approve the banking information for last month, May 26, 2022, so let's do that then we'll skip down to the regular agenda after that.

**Treasurer's Report 5/26/22 – Steven Funkhouser**

William Penn General Account	2,386,244.88
William Penn Payroll Account	20,402.90
Expenditures: May 26, 2022	54,278.55
<b>TOTAL AMOUNT FOR APPROVAL</b>	<b>54,278.55</b>

Motion made by Comm. Flinn, seconded by Comm. Robinson to approve the Treasurer's Report as read for May 26, 2022. Roll call vote, all yes.

**Treasurer's Report 6/23/2022 – Steven Funkhouser**

William Penn General Account	2,732,345.05
William Penn Payroll Account	15,342.12
Expenditures: June 23, 2022	83,034.92
<b>TOTAL AMOUNT FOR APPROVAL</b>	<b>83,034.92</b>

Motion made by Comm. Flinn, seconded by Comm. Grier to approve the Treasurer's Report as read for June 23, 2022. Roll call vote, all yes.

**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. Robinson, seconded by Comm. Flinn. Roll call vote, all yes.

**Correspondence** – Renee Evans

**Adm.Cl.Evans:** All have been distributed.

**COMMITTEE REPORTS**

**Budget Co-Commissioner** – George Brown

No report.

**Computer Services – George Brown**

**Comm. Brown:** There has been a little bit of change in the thinking of that computer room in there, and that is I think we're going to do the whole building wireless and we won't have to pull any cables. The vendor guy was going to consult on that, apparently he's not around any longer so I've been looking for a new vendor and that's not easy to find right now. But that's my update on the computer services. I think we'll have that going by the end of next month. Some of the equipment started to arrive, the printer arrived and some things are on their way.

**Fire Prevention – George Brown**

**Comm. Brown:** The Chief is going to have a comment on that when we get to him.

**IAFF Contracts Co-Commissioner – George Brown**

No report.

**Legal Liaison – George Brown**

Sol. Carlamere: Nothing to report.

**Liaison to the District Volunteers – George Brown**

**Dep.Chief Brown:** Next month we anticipate new faces. Also we received word yesterday that probationary Firefighter Shane Flinn is our latest member. He successfully completed all of his written and practical skills in the Academy, so it's just a matter of formality of getting his probationary test out and getting the paperwork from the Division of Fire Safety it will be one more firefighter we'll have.

**Comm. Brown:** And was he certified before someplace else?

**Dep.Chief Brown:** No.

**Budget Co-Commissioner – Brian Robinson**

No report.

**IAFF Contracts Co-Commissioner – Brian Robinson**

No report.

**Personnel / Administration – Brian Robinson**

**Comm. Robinson:** Welcome back Renee. I have nothing...I'm going to request Closed Session briefly for two items.

**Personnel / Operations – Brian Robinson**

No report.

**Building Maintenance & Grounds – Steve Funkhouser**

**Comm. Funkhouser:** I had to take some time with my wife, I had to be at home for a while so I gave that (the roof) to Mr. Brown to work on and he's completed it.

**Comm. Brown:** OK, so I received today the revised proposal from Consulting Engineer Services which reflects the changes that we voted on in the March meeting for them to make to their agreement. They have made all the changes and explained questions that we had and they did make a change. So as far as I'm concerned, this is ready to be signed. It was previously been approved, if you want to take a look at it, if you want a copy to read you can do that. It's too long to go through here, but again we saw this before, it's not new.

**Comm. Flinn:** And there is a savings on it, correct?

**Comm. Brown:** The new number just so you know...the two important things are the total number of days including final completion is 85 and the total cost is \$387,000 and we were up over \$400,000 on the previous version. At Comm. Funkhouser's request, he saw the light of reducing some of the fees and he did that.

**Comm. Flinn:** About \$60,000, right?

**Comm. Brown:** Yeah.

**Comm. Grier:** Can I get a copy of that?

**Comm. Brown:** Yes.

**Comm. Flinn:** I make a motion we approve that and send it out.

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

**Building Maintenance & Grounds – continued**

**Comm. Brown:** Is there anything else Comm. Funkhouser?

**Comm. Funkhouser:** No, I'll refer to the Chief's Report, and that's all I have for now.

**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. Grier:** We're waiting for an updated total for Staff Vehicle 869 and we'll talk about the Engine a little later.

**Comm. Brown:** We'll go into Closed Session on that, OK.

**Comm. Grier:** Other than that, I'll refer 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**

**Chief Brezee:** The fire report has been submitted. As far as Fire Prevention, dare I say we may be able to pull one off this year.

**Comm. Brown:** I'm not going to yes that. I just didn't want to jinx it.

**Chief Brezee:** I was afraid to bring it up. We're starting with Lowe's again. So I have to get out there and meet him for the first time from a Fire Marshal standpoint and a business standpoint. So once I get that meeting handled then I can move on.

**Comm. Brown:** I saw the number two guy there, the guy who was helpful last time and he's all in.

**Chief Brezee:** I think Will can help us there.

**Comm. Brown:** He said we like doing that, so we'll plan on it and see what happens.

**Comm. Robinson:** We don't need to make a motion about that?

**Chief Brezee:** No, we budgeted for it again and you saw my comment about Dep. Chief Brown setting up the National Night out again with the Police Department. We have plenty of stuff from the previous years' cancellation so we're good to go there.

**Comm. Brown:** So what's the tentative night for Fire Prevention?

**Chief Brezee:** Thursday, October 13<sup>th</sup>.

**Comm. Brown:** OK, so if you want to put in your calendar that it's going to snow that night.

#### Chief – continued

**Chief Brezee:** Yeah a tornado or whatever.

**Comm. Funkhouser:** National Night Out is when?

Dep. Chief Brown: It's August 2<sup>nd</sup> I believe. We don't do anything for National Night Out as far as other agencies. We host that here as a public open house. We used to take the apparatus out for community block parties, but it was kind of tough if we were not staffed that night, people would come up go to two block parties for 15 minutes a piece then turn around, and on top it we'd get to some of them and there are only 2 or 3 kids with the truck and we're standing around looking at each other for 15 minutes. So because of that and because we do our Fire Prevention at Lowe's, the decision was made between our agency and the Police Department to host a public open house here that night. They do a lot of leg work as far as setting up the vendors. We just have to be able to host it.

**Chief Brezee:** For Fire Prevention, July and August are planning and ordering.

**Comm. Brown:** Anything else Chief?

Motion made by Comm. Funkhouser, seconded by Comm. Grier to accept the Chief's Report. Roll call vote, all yes.

#### Solicitor – David Carlamere

**Sol.Carlamere:** Nothing to report.

#### Resolutions – Renee Evans

**Adm.Cl.Evans:** We have a Resolution for the Audit.

**Comm. Brown:** I have not seen the report yet, I guess that will be forthcoming, but were there any issues in the report?

**Adm.Cl.Evans:** This is for the 2020 Audit. They were left of everybody's desk.

**Comm. Brown:** OK. It's a little late, huh? Alright motion?

Motion made by Comm. Robinson, seconded by Comm. Flinn to accept the 2020 Audit.

Roll call vote, Comms. Robinson, Flinn, Funkhouser and Brown yes. Comm. Grier abstained.

#### Old Business – George Brown

**Comm. Brown:** Did you do the separate page on Old Business?

**Adm.Cl.Evans:** No.

**Comm. Brown:** OK, Kathy did them last few meetings. The website has been updated completely, so we can take that one off. All the other Old Business is still on there. The roof now is resolved so those two items can come off.

#### New Business – George Brown

**Comm. Funkhouser:** The parking lot seems to be getting awfully crowded out there every time I come by. It looks good for us, but the parking lot is a wreck now. It's got trucks out there, oil dripping from vehicles and all. We'll have to put a couple more thousand dollars into having it paved again eventually in a year or two. I don't know what to do about the parking out there. I'm not against it at all but when I come down here and see guys spinning wheels in the parking lot and leaving tread marks and everything else around, and we can't have that.

**Comm. Brown:** Who's the guy who used to be the firefighter here?

**Comm. Funkhouser:** Most of the vehicles are from the guy across the street, correct?

**Chief Brezee:** Usually he don't leave them there. We currently have a partnership going with that gentleman and his tow contractor to get us vehicles for vehicle extrication. Right now I have a pledge from him to always make sure we have a vehicle at all times so we can do vehicle extrication.

**Comm. Funkhouser:** So we made a deal with him that they could park in the parking lot?

**Chief Brezee:** No, there was no deal made. If a car or two sits there...I told him the day he started that he can't leave anything here overnight, and he usually doesn't. A lot of the ones you see overnight are from our neighbor Mr. Reese. He brings vehicles in with whatever he does, has them a couple days and they're gone. And I told them it's not a test track for anything you have over here. When I've been here, I haven't seen that. I see a mark that somebody did it, but it doesn't happen during the day when I'm here.

**Comm. Funkhouser:** Yeah, and it might not have even been them.

**Chief Brezee:** They've been helpful to us, they've been respectful to us. There was a time that there were several cars out there and I said it's getting a little crowded out here and after that the whole lot was empty for a week.

**Comm. Funkhouser:** I just wanted to bring it up that there has been a lot of vehicles in the parking lot and we'll have to pay eventually to have it redone again.

**New Business – continued**

**Chief Brezee:** Some of it, like on the other side of the vehicle behind the fence you see there is stuff being stored back there, that's this pipeline company.

**Comm. Funkhouser:** Did you give them permission to park there?

**Chief Brezee:** We were not asked. They have significantly cleaned it up as to where it was a couple weeks ago.

**Comm. Funkhouser:** Alright. That's all I have.

**Public Portion – George Brown**

**Comm. Brown:** Public Portion? (hearing none)

**Closed Session – George Brown**

**Comm. Brown:** We need a motion to go into Closed Session.

Motion made by Comm. Flinn, seconded by Comm. Funkhouser to go into Closed Session at 6:52pm.

Roll Call vote, all yes.

**Comm. Robinson:** Dep. Chief Brown, just give us a few minutes, don't go too far we'll probably have you back in.

**Comm. Brown:** Let the record show that the Board has come out of Closed Session at 7:18pm.

Roll call Commissioners, all present.

**Comm. Brown:** During the Closed Session we discussed some issues regarding personnel. Those are not resolved at this time so there is no action to be taken. And we discussed some issues on apparatus and those have not been resolved yet, so there is nothing to report about what we accomplished in Closed Session because we didn't accomplish very much.

**Adjourn – George Brown**

Motion made by Comm. Flinn, seconded by Comm. Funkhouser to adjourn the meeting at 7:19pm.

Roll call vote, all yes.

**Comm. Brown:** Thank you everyone.