

# Board of Fire Commissioners

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

<i>Chairman</i>	<i>Vice Chairman</i>	<i>Treasurer</i>	<i>Secretary</i>	<i>Commissioner</i>
George L Brown	Brian Robinson	Steven M. Funkhouser	George W. Flinn	Derek Grier

## **MINUTES FOR REGULAR MEETING** **February 27, 2025**

In accordance with the New Jersey Sunshine Law, section 5 of the Open Public Meetings Act, Chapter 231 P.L. 1975, this meeting is open to the public. The public portion will follow the regular business of the Board. 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 18:31 hours.

### **FLAG SALUTE**

### **ROLL CALL**

GRIER	EXCUSED
ROBINSON	PRESENT
FLINN	PRESENT
FUNKHOUSER	EXCUSED
BROWN	PRESENT

Also present: Chief Brown, Administrative Clerk Evans

### **CORRESPONDENCE**

All has been distributed and is on file.

### **PRESENTATION OF MINUTES**

Motion made by Commissioner Robinson, seconded by Commissioner Flinn to accept the previous month's Meeting Minutes.

### **ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

## **TREASURER'S REPORT**

Commissioner Funkhouser read the Treasurer's Report into the record; the opening balance in the general account was \$3,586,752.84. Payroll account balance was \$43,221.03. Bills attached for approval totaled \$94,691.46. Total amount for approval is \$94,691.46.

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

## **ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

## **COMMITTEE REPORTS**

### **COMMISSIONER BROWN**

Nothing to Report

### **COMMISSIONER ROBINSON**

Defer to the Chief's Report as far as the part time hiring and volunteers. I would also like to welcome Commissioner Elect Haines, which will take affect March 3<sup>rd</sup>.

### **COMMISSIONER FUNKHOUSER**

Nothing to report. Chief Brown let us know that roofing materials are on the roof and the project is underway.

### **COMMISSIONER FLINN**

Nothing to report.

### **COMMISSIONER GRIER**

Nothing to report

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

Report has been submitted. I have some items for the resolution section.

The FM is here tonight. There is a new fire code about mulch being a certain distance from commercial properties.

On the subject of the roof, they will be starting the project next week and should be completed within 60 days.

Motion made by Commissioner Robinson, seconded by Commissioner Flinn to accept the Chiefs Report. Motion carried.

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

**SOLICITOR REPORT**

The chief put in his report the RFQ for towing services, which the chief and I have been working on. I would recommend the Board direct the chief to release the RFQ in a form that is acceptable to chief/administrator.

Motion made by Commissioner Robinson, seconded by Commissioner Flinn to approve the RFQ. Motion carried.

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

**RESOLUTIONS**

We have multiple resolutions tonight:

R-7-25: RESOLUTION TO SET THE SCHEDULE F BOARD MEETING DATES

R-8-25: RESOLUTION TO ADOPT THE CASH MANAGEMENT PLAN

R-9-25: RESOLUTION DESIGNATING ATTORNEY

R-10-25: RESOLUTION DESIGNATING ACCOUNTANT

R-11-25: RESOLUTION DESIGNATING AUDITOR

R-12-25: RESOLUTION OF APPOINTMENT BANKS AND LEGALS

R-13-25: RESOLUTION DESIGNATING DENTAL CARE PROVIDER

R-14-25: RESOLUTION DESIGNATING MEDICAL PROVIDER

R-15-25: RESOLUTION AUTHORIZING THE AWARD OF STATE CONTRACTS

Motion made by Commissioner Robinson, seconded by Commissioner Flinn to accept the Resolutions R-7-25 through R-15-25. Motion carried.

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

The chief has additional resolutions:

R-16-25: RESOLUTION SELECTING THE VENDOR FOR ELECTRONIC SCHEDULING

Motion made by Commissioner Robinson, seconded by Commissioner Flinn to accept the Resolution R-16-25. Motion carried.

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

R-17-25: RESOLUTION AUTHORIZING SIGNATORY TO SIGN DOCUMENTS NECESSARY TO IMPLEMENT THE FIREFIGHTER CERTIFICATION PROGRAM

Motion made by Commissioner Flinn, seconded by Commissioner Robinson to accept the Resolution R-17-25. Motion carried.

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

R-18-25: RESOLUTION APPROVING TEMPORARY PART TIME EMPLOYEES

Motion made by Commissioner Robinson, seconded by Commissioner Flinn to accept the Resolution R-18-25. Motion carried.

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

R-19-25: RESOLUTION APPROVING FULL TIME EMPLOYEES

Motion made by Commissioner Flinn, seconded by Commissioner Robinson to accept the Resolution R-19-25. Motion carried.

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

R-20-25: RESOLUTION APPROVING NEW VOLUNTEER MEMBER

Motion made by Commissioner Flinn, seconded by Commissioner Robinson to accept the Resolutions R-20-25. Motion carried.

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

Tonight is reorganization night. All the positions will stay the same except for the commissioner of apparatus, which will be the new commissioner, James Haines.

Motion made by Commissioner Flinn, seconded by Commissioner Robinson to accept the Reorganization. Motion carried.

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

**OLD BUSINESS-NONE**

**NEW BUSINESS**

Can we please do something about the P-card? The solicitor will need to check into it.

**PUBLIC COMMENT**

*Motion made by Commissioner Robinson to enter Closed Session. Motion seconded by Commissioner Flinn at 18:49 hours.*

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

**RETURN TO PUBLIC SESSION—19:12 HOURS**

*Motion made by Commissioner Robinson to come out of Closed Session. Motion seconded by Commissioner Flinn at 19:12 hours.*

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

During the closed session we discussed two issues that need a vote.

*Motion made by Commissioner Robinson to increase the stipend to \$200 per 12 hours. Motion seconded by Commissioner Flinn.*

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

*Motion made by Commissioner Flinn to authorize Commissioner Robinson and Chief/Administrator Brown to enter into an agreement with the Local Bargaining Unit for the implementation of a 53-hour work week, pursuant to conditions set forth by the Board. Motion seconded by Commissioner Robinson.*

**ROLL CALL VOTE**

GRIER	N/A
ROBINSON	YEA
FLINN	YEA
FUNKHOUSER	N/A
BROWN	YEA

*Motion by Commissioner Robinson and seconded by Commissioner Flinn to adjourn meeting at 19:13 hours. Motion Carried.*