

Board of Fire Commissioners

Gloucester Township Fire District No. 5

Lambs Terrace Fire Company

Regular Meeting Minutes

October 3, 2017

- I.** The meeting of the Board of Fire Commissioners was called to order by Chairman Engelbert at 7:00pm with the Pledge of Allegiance to the flag.
Roll Call: Present: Commissioner DeRosa, Commissioner Lloyd,
Commissioner Moran, Chairman Engelbert, Solicitor Carlamere
Absent: Commissioner Rinaldi
- II. Treasurer's Report-** Commissioner DeRosa submitted bills for the month of September in the amount of \$121,377.88, which includes a payroll transfer of \$50,000.00 and health insurance payments for the months of September and October. Motion to approve was made by Commissioner DeRosa; seconded by Commissioner Lloyd.
Roll Call: 4-0 Motion Carried.
Motion to approve the minutes for the month of September was made by Commissioner Moran; seconded by Commissioner Lloyd.
Roll Call: 4-0 Motion Carried
- III. Clerk's Report-** Chairman Engelbert reported for Clerk Judy Gore that all is well. Deposits are up to date. Health insurance bills are paid. Our accountant is helpful. Alice LaMalfa is temporarily helping out. She and Judy have agreed on a schedule and both are fine with it until after the election. The budget needs to be worked on now. Judy will meet with the accountant on the 17th to discuss budget, pension reports and all deadlines. Judy will work all Mondays and most Thursdays; Alice will report on Tuesdays and Wednesdays unless they need to switch their schedules. Anyone with questions can call Judy or stop by the office. Fire Marshal, Rich Donato will be away during this month. Judy is prepared to do all smoke inspection certificates as per his instructions.
- IV. Career Report-** Fire Marshal Rich Donato requested a closed session. It was recommended that the issue be discussed without a closed session, at which time, Fire Marshal Donato expressed concern because there are no fill-ins available during the day. Also, two will be retiring in 4 years. It was decided that they have no choice but to drop down to two men. Meanwhile, they have to work at getting more members.
- V. Fire Marshal's Report- (attached)** In response to the attached report, the commissioners, as stated by Chairman Engelbert, asked for patience as the office is being run temporarily until a permanent solution can be found.

VI. Chief's Report- Chief Goins reported that the Air Pack grant was received. Chairman Engelbert told him to get prices. The chief also requested a key to the Office. He was told that a phone call to one of the Commissioners will give him access to the office, if needed.

VII. President's Report- We are aware that membership is needed and we are working on it.

VII. Commissioners' Report- Chairman Engelbert stated that after speaking with our Solicitor Dave Carlamere, it was decided to hire a temporary person for administrative duties only. Alice LaMalfa is to work for a rate of \$13.00 per hour.

A motion to approve was made by Commissioner DeRosa; seconded by Commissioner Moran.

Roll Call: 4-0 Motion carried.

Chairman Engelbert also discussed hiring our accountant Kathy Smalls temporarily until we get someone permanently.

A motion to approve was made by Commissioner Moran; seconded by Commissioner DeRosa.

Roll Call: 4-0 Motion carried.

XI. Public Portion- none

Adjournment- Motion to adjourn was made by Commissioner Moran; seconded by Commissioner Lloyd. All in favor.

Meeting was adjourned at 7:23 pm.

Respectfully Submitted,

Janet Tulino
Recording Secretary