

# Board of Fire Commissioners, Fire District No1.

Township of Gloucester, County of Camden

P.O. Box 38, Glendora, New Jersey 08029

FireDistrict1@glotwpfd1.comcastbiz.net

Phone: 856-939-1177

Fax: 856-939-1194

## Meeting Information

- Date & Time: 2025-04-08 19:00:13
- Location: Commissioner's Office
- Attendees: [Commissioner Steiner] [Chief Ricciardelli] [Solicitor Carlamere] [Chairman Glass] [Commissioner Minner] [Commissioner Murphy] [Fire Marshal Woods]

## Meeting Notes

### 1. Board Reorganization and Operational Reports

- **Meeting Opening**

The meeting was called to order by Commissioner Glass, sunshine law was read, and adequate notice was confirmed by Chairman Glass under the Open Public Meeting Act. All commissioners were present.
- **Appointment of New Commissioner**

Woodrow Minner was appointed as a new commissioner. He accepted the position and was sworn in by Solicitor Carlamere.
- **Reorganization of Board Positions**

The board discussed reorganizing positions, combining secretary and clerk roles, and appointing Woodrow Minner as the insurance commissioner. Christopher Murphy was appointed as secretary clerk, and Eric Steiner as treasurer.

  - **C. Murphy as secretary Roll-Call: C. Murphy yes, W. Minner yes, E. Steiner yes, K. Glass yes**
  - **E. Steiner as treasurer Roll-Call: C. Murphy yes, W. Minner yes, E. Steiner yes, K. Glass yes**
- **Filling Vacant Commissioner Position**

The board discussed the need to fill a vacant commissioner position and considered using informal methods like social media to find candidates.
- **Job Descriptions and Responsibilities**

Job descriptions for board positions were reviewed to ensure clarity of responsibilities. A motion was made to adopt these descriptions.

  - **Roll-Call: C. Murphy yes, W. Minner yes, E. Steiner yes, K. Glass yes**
- **Outgoing and Incoming Communications**

The board acknowledged letters of resignation from former commissioners John Atkinson and Gary Emmett. Other incoming communications included registration and payment requests.

# **Board of Fire Commissioners, Fire District No1.**

**Township of Gloucester, County of Camden**

**P.O. Box 38, Glendora, New Jersey 08029**

**FireDistrict1@glotwpfd1.comcastbiz.net**

**Phone: 856-939-1177**

**Fax: 856-939-1194**

- **Chief's Report**

Chief Ricciardelli reported on incidents, payments, new firefighter appointments, apparatus maintenance, training, and grants. He also discussed budget concerns related to Squad 88's response times and costs.

- **Fire Official's Report**

Fire Marshal Woods reported on inspections, violations, permits, and training for April 2025. He noted ongoing issues at a specific location.

## **2. Fire Department Operations and Training**

- **Insurance Report**

Commissioner Steiner confirmed that all insurance policies are in place and paid for the new year. A new insurance packet is expected from Rick, as the current one is up for renewal.

- **Deferred Business**

Commissioner Murphy inquired if any deferred business falls under Mike's recommendation.

- **New Business - Hazmat Training**

Chairman Glass proposed bringing Hazmat training to the station, with three members signed up. The training is required for those riding the right front seat. Options include in-person training at \$90 per person plus \$75 for the book or an online course at \$95 without the book. The decision on whether to charge other fire companies within the township is pending a vote.

- **Hazmat Certification Requirements**

Discussion on the necessity of Hazmat certification for those riding the right front seat. Chief Ricciardelli mentioned that certification is required for all chief officers and acting chiefs. There is an online option available for certification.

- **Training Budget and Costs**

Discussion on the training budget, with concerns about covering costs if 100 people attend. The class has 24 seats available, costing \$2,400. Salem County offered a bulk price of \$1,800 for 24 people, but availability is only in the fall.

- **Approval of Contracts and Warranties**

Commissioner Steiner made a motion to approve the five-year compressor warranty and service contract for 2025, totaling \$4,525.50 for the warranty and \$2,382.37 for the service.

- **Promotion of Lieutenant Murphy**

Commissioner Steiner made a motion, second by Commissioner Minner to promote Lieutenant Murphy to Captain until a new chief is appointed. The motion was approved, and Murphy was sworn in.

# **Board of Fire Commissioners, Fire District No1.**

**Township of Gloucester, County of Camden**

**P.O. Box 38, Glendora, New Jersey 08029**

**FireDistrict1@glotwpfd1.comcastbiz.net**

**Phone: 856-939-1177**

**Fax: 856-939-1194**

## **3. Budget Allocation and Financial Management**

- **Budget Allocation for Squad 88**

The commissioners discussed offering \$10,000 to Squad 88 for services from 7 a.m. to 7 p.m., seven days a week. The total annual cost is \$28,000, but they can only guarantee \$10,000 for the remainder of the year starting in May.

- **Committee Formation for Chief Selection**

A committee will be formed to revise the criteria for the chief's position, including extending the term to three years and adjusting the salary.

- **Treasurer's Report and Financial Disclosures**

The treasurer reported monthly bills of \$32,839.66. Commissioners need to complete financial disclosures by April 30th.

- **Bank Account Management**

The commissioners updated the bank account signatories and resolved issues with PNC Bank and Haddon Savings and Loans.