

Board Of Fire Commissioners, Fire District No. 1

Township of Gloucester, County of Camden
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2026-02-10 Board Meeting Overview

Creation Time: 2026/02/10



General Info

- **Date & Time:** 2026-02-10, 20:00
- **Meeting Location:** Glendora Fire Company
- **Attendees:**
 - Chairperson: Ken Glass
 - Board Members: Woody Minner, Mike Semple, Eric Steiner, Chris Murphy, Harry Woods



Agenda Items:

- **Item 1:** Approval of Previous Meeting Minutes
 - Motion made and seconded to accept previous meeting minutes; approved unanimously.
- **Item 2:** Communications
 - Outgoing: 1099 forms sent to all required recipients.
 - Incoming: DMV correspondence; letter from Charles Denman offering to purchase Durango FM vehicle for \$400, accepting full liability; affidavit from Courier Post regarding notification dates; resignation letter from Dylan Gumbel (fire department member).
- **Item 3:** Solicitor's Report
 - No relevant content mentioned.
- **Item 4:** Chief's Report
 - 24 incidents reported for the year.
 - Four new membership applications; three applicants scheduling physicals, one completed.
 - List of 12 members presented for formal membership approval and insurance.
 - Request to purchase eight new hooks for \$1,400 (approved).
 - Hydraulic hoses ordered; hose testing scheduled for April 2nd.

- Repairs on squad and squirt completed; insurance claim update: insurance will cover repair of the squirt using a replacement boom found locally, with painting and certification included.
- Uniform issues for probationary firefighter Harris discussed; new T-shirts and sweatshirts ordered and delivered.
- Participation in Glendora School's "Together We Shine" event planned; approval to provide fire truck ride for event winner.
- Driver training policy clarified: right turns only for new drivers.
- Fire official report: low inspection activity for January/February; several re-inspections and smoke inspections completed; one propane exchange permit issued.
- **Item 5: Insurance Report**
 - Still seeking updated beneficiary statement for Phil; current status is 50/50 split.
 - Insurance up to date except for new members pending approval.
- **Item 6: Treasurer's Report**
 - Total bills for the month: \$44,061.79; motion to pay bills approved.
 - \$21,869.88 in checks appear lost in the mail; plan to implement electronic funds transfer (EFT) policy for future payments, with two-person verification process.
 - Line item transfers required due to 2025 payments; details provided and approved.
- **Item 7: Deferred Business**
 - Election preparations: coordination with County Board of Elections, hours set for 2–9 PM, workers arranged, and payment vouchers for election workers approved.
 - Town Hall/Budget meeting planned for Monday, February 16th at 7 PM; to be advertised in newspaper, Facebook, and on-site.
- **Item 8: New Business**
 - Motions approved for:
 - Purchase of eight new hooks (\$1,400).
 - Fire truck ride for Glendora School talent show winner.
 - Approval of three probationary and ten firefighter memberships for insurance.
 - Adoption of electronic funds transfer policy.
 - Approval of line item transfers for 2025.
 - Sale of Durango FM vehicle to Charles Denman for \$400, with "as is" bill of sale and no liability to the district.
- **Item 9: Public Requests**

- Request from a suspended member to reduce suspension from six to three months, citing prior service and recent discussions with leadership; to be discussed in closed session.
- No public requests were noted during the meeting.
- Previous requests were addressed, including those related to Durango, with a system in place for receipt and tracking.
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- **Item 10: Policy Discussion**
 - Discussion of no-call/no-show policy for duty crew; to be further addressed in closed session.

Key Performance

- **Financial:**
 - Monthly bills: \$44,061.79.
 - \$21,869.88 in uncashed checks; transition to EFT planned.
 - Line item transfers executed to balance 2025 accounts.
- **Operational:**
 - 24 incidents year-to-date.
 - Repairs and insurance claim on squirt vehicle resolved favorably.
 - Equipment and uniform purchases ongoing.
 - Driver training and duty crew attendance policies reviewed.
- **Customer:**
 - Community engagement through Glendora School event.
 - Positive resident feedback referenced.
 - Low inspection activity but ongoing service delivery.

Decisions and Action Items

- **Decision 1:** Approve purchase of eight new hooks for \$1,400.
 - Responsible: Chief
 - Deadline: Immediate
- **Decision 2:** Approve fire truck ride for Glendora School talent show winner.
 - Responsible: Chief/PR Team
 - Deadline: April 23, 2026
- **Decision 3:** Approve membership and insurance for three probationary and ten firefighter applicants.
 - Responsible: Chief/Administrative Staff
 - Deadline: Immediate
- **Decision 4:** Adopt electronic funds transfer policy for bill payments.
 - Responsible: Treasurer/Finance Team

- Deadline: Next billing cycle
- **Decision 5:** Approve line item transfers for 2025 to balance accounts.
 - Responsible: Treasurer
 - Deadline: Immediate
- **Decision 6:** Approve sale of Durango FM vehicle to Charles Denman for \$400, with “as is” bill of sale and no liability to district.
 - Responsible: Administrative Staff/Solicitor
 - Deadline: Upon completion of paperwork
- **Decision 7:** Plan and advertise Town Hall/Budget meeting for February 16th at 7 PM.
 - Responsible: Board/PR Team
 - Deadline: Advertise by February 14, 2026
- **Decision 8:** Discuss personnel matters (suspension reduction, no-call/no-show policy) in closed session.
 - Responsible: Board
 - Deadline: At closed session



Next Steps

- ☐ Complete paperwork and insurance updates for new members.
- ☐ Implement electronic funds transfer for all eligible vendors.
- ☐ Finalize and execute sale of Durango FM vehicle.
- ☐ Advertise and hold Town Hall/Budget meeting.
- ☐ Address personnel requests and policy updates in closed session.
- ☐ Continue preparations for upcoming election and ensure all logistics are in place.