

**Pittsgrove Fire District #2**  
**Willow Grove Board of Fire Commissioner's**  
**879 Willow Grove Road Pittsgrove, NJ 08318**  
**Minutes of Meeting**  
**March 1, 2022**

**Call to Order:**

- Chairman Concannon called the meeting to order at 1905.
- Chairman Concannon advised everyone that notice of this meeting has been advertised in accordance with the provisions of the "Open Public Meetings Act" and has been advertised in the Elmer Times Newspaper.

**Roll Call:**

- After the salute to the flag, a moment of silence was observed for Chairman Concannon called the roll: Rumpp (P), Concannon (P), Cavagnaro (P), Hughes (P), Gerace (P) Chief O'Donnell

Election Results from the February Election was read:

Commissioner Concannon 3 year term was finished February 2022. He elected to run for his position for another 3 year term. Commissioner Concannon 117 received votes. He was elected for another year term. The board had an unfilled seat expiring in February 2023. Chris Gerace received 116 votes to hold the 1 year remaining on the 3 year term expiring in 2023. The 2022 budget received 102 yes votes, and 19 no votes, passing the budget for 2022.

These will be sent to the Connie at the clerks office.

•3-2020 Reorganization of the Board

1. President Brian Concannon 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Rumpp. All members present were in favor
2. Vice President Charles Hughes 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Rumpp. All members present were in favor
3. Treasurer William Rumpp Jr. 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Hughes. All members present were in favor
4. Secretary Mark Cavagnaro 1<sup>st</sup> Rumpp 2<sup>nd</sup> Hughes. All members present were in favor
5. Clerk of the Board Chris Gerace 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Rumpp. All members present were in favor

**Minutes of Previous Meeting:**

- The minutes of the February 1, 2022 meeting were read by Secretary Cavagnaro. A motion to accept was made by Commissioner Rumpp and

seconded by Commissioner Hughes. All members in attendance were in favor.

**Treasurer's Report:**

- The bills were read by Commissioner Rumpp. A motion to accept was made by Commissioner Cavagnaro and seconded by Commissioner Hughes. All members in attendance were in favor.

**Communication:**

**Old Business:**

- Salem county will be installed 6 new frequencies within the county. Director of the freeholders reached out to the committee to say they are aware of the problem. The committee will meet shortly. Salem county has stated they are continuing to work on it. It was brought up at the chief association meeting. We will not hear any out of district radios with the new 3 district channel.
- Key boxes in township has no new information. The solicitor sent a revised Key boxes ordinance to the chief and the chief has sent it back to the solicitor. The township is working towards resolution by the end of the month.
- Cost Recovery ordinance has no new information. It is currently with the solicitor for the township and the township sub committee. The township is working towards resolution by the end of the month.
- Richard Tonetta Esq. reached out to the firehall for any information pertaining to the accident investigation. A report was sent to him of the incident.
- No new information on the sale of 22-1.

**New Business:**

- • 4-2022 Newspaper – Elmer times and South Jersey Times 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Hughes. All members present were in favor
- • 5-2022 Insurance Company – Earle Sloane Ins 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Hughes. All members present were in favor
- • 6-2022 Meeting Dates: Apr 5, May 3, June 7, July 7, Aug 2, Sept 6, Oct 4, Nov 1, Dec 6, Jan 3, Feb 2, Mar 2. 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Hughes. 1. All members present were in favor
- • 7-2022 Commissioner Bonding. 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Hughes. 1. All members present were in favor
- • 8-2022 Cash Management Plan – Newfield National Bank. 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Hughes. 1. All members present were in favor
- • 9-2022 Appt. of Solicitor – Richard Tonetta Esq. 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Hughes. 1. All members present were in favor

- • 10-2022 Auditor – Bowman & Company - 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Hughes. 1. All members present were in favor
- 11 – 2022 Appt. of Special Solicitor Richard Braslow Esq. – 1<sup>st</sup> Cavagnaro 2<sup>nd</sup> Hughes
- • Dates will be advertised as well as the motions.
- Commissioner Cavagnaro made a motion to replace Commissioner Concannon's laptop due to end of life of the hardware not to exceed \$750 dollars. Motion was Cavagnaro seconded by Hughes.
- The truck is moving forward with a plan. The chief is awaiting the official proposal from the company. Commissioner Rumpp made a motion to move towards the Houston Galiviston route for purchase of the truck. Commissioner Cavagnaro seconded the motion. All members present were in favor.
- The Treasurer will reach out to Newfield bank to see the pay off on 22-2. The commissioners may look into paying it off in the next meeting or so.
- The insurance policy charges a monthly service fee. The commissioners are looking into paying off the yearly fee all at once, rather than monthly to avoid the service fee.

**Chief's Report:**

- Read and filed.
  - Annual Training April 18<sup>th</sup>.
  - Physicals scheduled for March 24th

**Public Comment:**

- Motion was made to open the floor to public comment at 1929.
- Motion to close public comment at 1930 by Commissioner Cavagnaro and Seconded by Commissioner Hughes.

**Adjournment:**

- Motion to adjourn was made at 1943 by Commissioner Cavagnaro and seconded by Commissioner Hughes. All members in attendance were in favor.

Respectfully,  
Mark Cavagnaro, Secretary