



Cinnaminson Board of Fire Commissioners

Cinnaminson Fire District #1

1621 Riverton Road

Cinnaminson, New Jersey 08077

Telephone: (856) 829-5220

Fax: (856) 210-7519 or

cfdfax@cinnaminsonfire.org



Chairperson
Roger Butler

Vice-Chairman
Patrick Richards

Clerk
Louis Vitsas

Treasurer
Danny Norman

Deputy Treasurer/Clerk
Scott Hilsee

PUBLIC MEETING MINUTES **JANUARY 14, 2025**

1. CALL TO ORDER

The meeting was called to order by Chairman Butler at 7:00 p.m.

2. ANNOUNCEMENT

An announcement was made by Chairman Butler that the meeting was being held in accordance with the "Open Public Meetings Act", PL 1975 C. 231 having been advertised in the Burlington County Times and/or the Courier Post on January 28, 2024. A copy was provided to the Township Clerk and posted in the Township Building at 1621 Riverton Road, Cinnaminson, NJ 08077.

3. FLAG SALUTE

The Pledge of Allegiance was recited.

4. ROLL CALL

ROLL CALL		
	PRESENT	ABSENT
Commissioner Norman	X	
Commissioner Vitsas	X	
Commissioner Richards		X
Commissioner Hilsee	X	
Chairman Butler	X	

Also in attendance: Fire Chief Philip Drangula, Deputy Chief Lee Park
Fire Marshal Jesse Nickum, President James Vassallo.

5. PUBLIC COMMENT, AGENDA ITEMS ONLY

Chairman Butler asked if there were any public comments on agenda items only. Hearing none he proceeded with the meeting.

6. OATH OF OFFICES

- a. Deputy Chief Lee Park- Read by Commissioner Norman
- b. Battalion Chief Scott Stavely- Read by Chairman Butler
- c. Battalion Chief Paul McDonough- Read by Chairman Butler
- d. Fire Police Captain James Vasallo- Read by Commissioner Hilsee
- e. Fire Police Lieutenant Thomas Brabson- Read by Chairman Butler
- f. Fire Police Lieutenant George Ferris- Read by Chairman Butler

7. RESOLUTIONS

RESOLUTION 2025-01, ESTABLISHING A 2025-2026 MEETING SCHEDULE						
	MOTIONED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
Commissioner Norman		X	X			
Commissioner Vitsas	X		X			
Chairman Butler			X			
Commissioner Hilsee			X			
Commissioner Richards						X

RESOLUTION 2025-02, ADOPTION OF THE 2025 BUDGET						
	MOTIONED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
Commissioner Norman			X			
Commissioner Vitsas		X	X			
Chairman Butler			X			
Commissioner Hilsee	X		X			
Commissioner Richards						X

8. CORESPONDENCE

There was no correspondence.

9. STAFF REPORTS

President, Volunteer Fire Company

President Vassallo had nothing new to report

Business Manager

Business Manager Kelsea Kravil reported that Edmunds is officially up and running. That we recently held training for the teams so that they can

confirm that they are able to log in and begin using the new Requisition system.

Special Operations/Training

Deputy Chief Lee Park had nothing to report.

Fire Marshal Report

Fire Marshal Nickum was on an emergency call and had nothing to report.

Fire Chief

Chief Drangula provided information on meetings he attended. He also provided updates on the stations and staffing. Further explanation was given on the change on the meeting reports.

Budget Review

With this being the beginning of January many of the paid invoices will be 2024 Encumbrances. Very few charges are from 2025 so there was nothing to discuss on the budget.

10. REVIEW OF JANUARY 14, 2025 PURCHASE ORDERS AND PAYMENT OF BILLS

MOTION TO APPROVE PURCHASE ORDERS AND PAY BILLS						
	MOTIONED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
Commissioner Norman	X		X			
Commissioner Dietrich						X
Chairman Butler			X			
Commissioner Richards		X	X			

11. OLD BUSINESS

a. The Fire Company Projects is to have their next meeting and then will report back.

12. NEW BUSINESS

Duty Crew Stipends and Policy- It was confirmed that we will be moving to a W2 structure per IRS updates and that Administrator Kravil will meet with all the members to get them properly set up.

13. PUBLIC COMMENTS

There were no public comments.

14. COMMISSIONER'S COMMENTS

There were no comments from commissioners.

15. CLOSED PUBLIC MEETING

Chairman Butler entertained a motion to close the public portion of the meeting and go into closed session to discuss legal or personnel matters at 7:20p.m.

Motion by Commissioner Vitsas seconded by Commissioner Norman to enter closed session. Motion carried.

16. RE-OPEN PUBLIC MEETING

At 8:41 pm the Public Meeting was Re-Opened.

18. ADJOURNMENT

With no further business a motion was made by Commissioner Norman, seconded by Commissioner Hilsee to adjourn at 8:42 p.m. Motion Carried.

Respectfully Submitted,

Louis Vitsas
Clerk
Board Of Fire Commissioners