

**Board of Fire Commissioners
LINDENWOLD FIRE DISTRICT No.1
Monthly Board Meeting Minutes**

Meeting Date: April 17, 2017
Meeting Place: Fire Administration Building
Meeting Called To Order: 7:31pm
Members of Board Present: **Chairman** – Clifford Ruth
Vice Chairman – Richard Paul
Treasurer – Raymond McManus
Secretary – Wayne Hans
Commissioner – Frank Weindel
District Clerk – Kathleen Crockett
Solicitor – Richard Tavani

Salute the Flag

Sunshine Law – Comm. Ruth

In accordance with the NJ Sunshine Law this meeting has been properly advertised and is open to the public. The public portion will follow the regular business of the Board.

Roll Call Commissioners – Comm. Ruth

All Commissioners present.

Minutes of the Previous Meeting – Comm. Ruth

Motion made by Comm. Hans, seconded by Comm. Paul to approve the 03/20/17 minutes as they are available to the public upon request. Any questions? (hearing none) All in favor, ayes have it.

Correspondence – Cl.Crockett

Cl.Crockett: Various correspondence with the Audit and Election.

Treasurer's Report – Comm. McManus

As of 04/17/17:

TD Bank General Checking	32,610.82
TD Bank Money Market Account	504,331.34
TD Bank Money Market Capital	243,771.44
TD Bank Payroll Checking	23,338.67
TD Bank LEA Dedicated Penalty	7,461.36
TD Bank LEA Trust Penalty	16,040.76
Petty Cash	200.00
Total Current Assets	827,754.39

Motion made by Comm. Paul, seconded by Comm. Weindel to accept the Treasurer's Report as read. Any questions? (hearing none) Roll call vote, all yes.

Payment of Bills – Comm. McManus

Comm. McManus: In front of you, you have a list of 44 bills totaling \$47,271.38.

Motion made by Comm. Weindel, seconded by Comm. Hans to approve the payment of bills. Any questions? (hearing none) Roll call vote, all yes.

COMMITTEE REPORTS

S.O.G.'s – Comm. Paul

No report.

Fire Department Equipment – Comm. Paul

Comm. Paul: Some new equipment has been coming in for the new truck here and there. It's in the office. It's going to be moved over into the back here for when the new truck comes in or it will go over to Battalion 1.

Fitness Center – Comm. Paul

Comm. Paul: We talked about it last year about the Gibbsboro Police using the gym. He sent me an email wondering where we were with that. They are under the JIF. I believe he also discussed maybe them paying a one time \$50 cleaning allowance or whatever. I don't know if you want to vote on that or how you want to handle that.

Comm. McManus: I think it ought to be written up first before we vote on it.

Comm. Paul: OK. I'll do that for the next meeting then.

Sol.Tavani: That should be handled by Resolution. If you want to run that by me and I can prepare something.

Comm. Paul: OK.

Turn-Out Gear – Comm. Paul

No report.

Recruitment / Membership – Comm. Paul

Comm. Paul: The signs have been placed out. We've been getting people signing up here and there. We have a new member tonight to be sworn in, a new-old member to be sworn in I should say, he's a life member, Joe Weber. His son came in to get sworn-in earlier today I believe.

Cl.Crockett: Yes. (Andrew Weber)

Comm. Paul: There is a membership application on Kathy's desk that came in today from Steven Zimmerman. That's all I got.

Training Division – Comm. Ruth

Comm. Ruth: The Training report for March was read aloud, a copy is attached to the minutes. Respectfully submitted, Steve Schwegel, Jr. & Mark Winters-Laurel Springs, Anthony Dimitri & Gio Maldonado, Training Division.

Office of Fire Prevention – Comm. Ruth

Comm. Ruth: The Fire Official's report for 03/20/17 - 4/17/17 was read aloud, a copy is attached to the minutes. For better Fire Protection, Michael Nolan - Fire Official, Michael Brezee & Timothy Shannon - Fire Prevention Specialists.

Executive Fire Administrator's Report – Comm. Ruth

Comm. Ruth: I'll read EFA Nolan's report since he's away tonight, a copy is attached to the minutes.

Administration / Personnel – Comm. Ruth

Comm. Ruth: On June 3, 2017, the NJ State Fire District's Association will be meeting at this building. It's a Saturday morning, I believe 8:30am they'll be coming in. We're going to supply the donuts, coffee and juice. We'll get some reimbursement from it, it depends on exactly what we get. We'll turn in a receipt and they'll reimburse us, so there is really no cost to us, very little. So if you guys want to come out, that's fine.

Comm. Weindel: Do you need a hand setting up Cliff?

Comm. Ruth: I haven't figured out how to set it up yet, because they use all long tables at the regular meetings we've been to, and this station only really has round tables, so we'll see. I have nothing else at this time.

Apparatus – Comm. McManus

Comm. McManus: I haven't heard anything on the new truck in the last couple weeks with everything that's been going on. There has been a few minor issues. PK's vehicle is down because of the second battery. He's working with Vineland Electric trying to resolve that problem. It seems like those batteries only last a year and a half. So he's trying to come up with something different.

Communications – Comm. McManus

Comm. McManus: Everything is good.

Computers – Comm. McManus

Comm. McManus: Everything is good.

Sale of Assets – Comm. McManus

No report.

Assist Personnel – Comm. McManus

No report.

Budget – Comm. McManus

No report.

Building Maintenance / Grounds – Comm. Hans

Comm. Hans: The roof was taken care of at No. 3. We've had some heavy rains and nothing was leaking...that's a good sign. The wall still has to be fixed in there, so we'll see about getting that fixed.

Health & Safety – Comm. Hans

No report.

Fixed Assets – Comm. Hans

No report.

Hydrants / Water – Comm. Hans

Comm. Hans: I have a question. The Scouts I believe put the markers on there. I saw a few of them falling down. I don't want to see somebody get hurt or trip on the sidewalk. I stopped while I was out on the street and put it back up, but I don't know if the caps turn to tighten them on?

Comm. Weindel: Yes, the caps do.

Comm. Hans: Is anybody going around...I'll go back and do it myself and take care of it. I don't want somebody trip over it and fall. One of them was out in the street, and if the street sweeper goes by and hits it, we've got a problem. One of them was on 4th Ave. If I see any other ones I'll mark them and make sure they're tight. I saw other ones that look like the caps tight and it don't move. I'll take care of that, it's not a problem.

Comm. Ruth: Do we have any extra hydrant wrenches we can give Wayne.

Comm. Hans: I'll take care of it, that's fine. Other than that, that's all I have at this time, thank you.

Insurance – Comm. Weindel

No report.

Uniforms – Comm. Weindel

Comm. Weindel: I'm gathering a list of members needing uniforms, related items and alterations to their uniforms. Hopefully by the next meeting we'll have the guy from the uniform company come down and get it done while he's here so they don't have to drive up there, it's pretty far the ride. Hopefully by next meeting, Mike is going to call the guy and get him down here I hope. He sent an email out and didn't get a lot of response. But you only need a few to get it done. After that they'll have to travel up there.

Mr. DiDominico: Where do you get your uniforms?

Comm. Weindel: Action Uniforms is all the way up in Northfield, it's a pretty good distance.

Comm. Paul: They do have another store in Maple Shade.

Comm. Weindel: If he comes down it will be easier to get it done all at once and get it squared away for Memorial Day and all that. I ordered 8 new hats for \$15 each so I have them.

Incentive Program – Comm. Weindel

Comm. Weindel: I'm trying to get a meeting together with Mike and PK, the two head honcho's to discuss the Incentive Program and any changes that have to be made to it. At this time, I didn't set one up yet. But we will have a meeting about it and go over the policy again. See if any changes have to be made. That's all I got.

Fuel – Comm. Weindel

No report.

Train Display – Comm. Weindel

No report.

President's Report – Comm. Ruth

Comm. Ruth: President's? (hearing none)

Borough Representative - Councilman DiDomenico

Mr. DiDomenico: I went to a meeting for the Camden County Freeholders about the EMS.

Comm. Ruth: OK.

Mr. DiDomenico: So we're at a war of words again between Cooper and Virtua. So I'm going to a Virtua meeting now because they weren't invited to the Camden County Freeholders meeting on the 24th.

Sol.Tavani: What is the proposal for the EMS?

Mr. DiDomenico: I think they changed it because Virtua showed up at their meeting and they got escorted back out. I think they changed the agenda on the fly, but mainly they were trying to promote the ALS and BLS. For some reason I heard that Cherry Hill got turned down for BLS. The Councilwoman from Cherry Hill really got...

Comm. Ruth: Cherry Hill has their own BLS, they don't have ALS.

Mr. DiDomenico: It was one of them and they got shot down. Apparently you can't have both in a town. Cities can have it, like Camden and Newark, but towns can't.

Sol.Tavani: So is the proposal to create a countywide system like Gloucester County?

Mr. DiDomenico: Yeah, I think that's why they changed what they were going after.

Comm. Weindel: Who does it now, Virtua?

Mr. DiDomenico: Virtua does 95% of it.

Comm. Weindel: And they were trying to get rid of them or something?

Mr. DiDomenico: Cooper is trying to expand Camden into the neighborhoods.

Sol.Tavani: Is that just the ALS or both?

Mr. DiDomenico: It's BLS.

Mr. Weber: Keeps my job safe.

Sol.Tavani: Berlin is the joint service between the Township and the Borough.

Mr. Weber: It's Intercommunity, they call it.

Solicitor – R. Tavani

Sol.Tavani: I believe we have the swearing-in of a new member, and a resolution because of session issues. Joe Weber was sworn-in as Firefighter by Sol.Tavani. Congratulations...welcome back Joe.

Resolutions – Comm. Ruth

Sol.Tavani: Mr. Chairman, we do have Resolution 2017-13 to go into Closed Session regarding a contract matter and a personnel matter, and the Board will reserve to itself to take further action if it deems necessary after Closed Session. You may wish to hold a Public Portion before we go into Closed Session in case people don't want to wait around, but we will be coming back out of Closed Session to adjourn the meeting. I can't tell you at this juncture whether or not further action will be taken tonight on these matters.

Comm. Ruth: OK. **Resolution 2017 – 13** Authorizing the Board of Fire Commissioners to Closed Session.

Motion made by Comm. Hans, seconded by Comm. Paul. Any questions? (hearing none). Roll call vote, all yes.

Old Business – Comm. Ruth

Comm. Ruth: Old Business? (hearing none)

New Business – Comm. Ruth

Comm. Ruth: New Business? (hearing none)

Public Portion – Comm. Ruth

Motion made by Comm. McManus, seconded by Comm. Weindel to open to the public. All in favor, ayes have it. (hearing none) Motion made by Comm. McManus, seconded by Comm. Weindel to close to the public. All in favor, ayes have it.

Open to Commissioners – Comm. Ruth

Comm. Hans: I don't know if anybody is aware of it, Wednesday night at the High School there is a re-development meeting in reference to Arborwood at 7:00pm. I told Nolan about it, so I don't know if he's going to come up to go to that or not, but I thought I'd keep everybody informed of what's going on.

Comm. McManus: He said he won't be home till late Wednesday night.

Comm. Ruth: Anybody else have anything? (hearing none)

Closed Session – Comm. Ruth

Comm. Ruth: At this time we'll be going into Closed Session for a personnel matter and a contract.

Comm. Hans: Are we coming back out?

Sol.Tavani: We'll come out, reopen the meeting then close the meeting.

Comm. Ruth: We don't know how long. Rich, if they're all leaving the building, we'll just stay out here then.

Ms. Garretson: OK, I'll be out in my car.

Comm. Ruth: OK, then you stay out there and somebody will come get you when we're done. We'll stay here.

Open Session: Comm. Ruth

Motion made by Comm. Paul, seconded by Comm. Weindel to come out of Closed Session.

All in favor, ayes have it.

Motion made by Comm. Hans, seconded by Comm. Paul to accept the Last Chance Agreement for Merrissa Garretson. Any questions? (hearing none) Roll call vote, all yes.

Sol.Tavani: It's approved, congratulations.

Ms. Garretson: Thanks, I appreciate it guys.

Sol.Tavani: We're still in Open Session, but we need to go back into Closed Session for the contract issue.

Ms. Garretson: Am I coming back in?

Comm. Ruth: It would be better to come back in tomorrow to get the paperwork from Kathy.

Cl.Crockett: I can scan and send it to you, or I'm here till 4.

Ms. Garretson: I'll call to let you know. It's my early week of work, I'm still in training.

Comm. Ruth: She comes in at 8.

Cl.Crockett: I'll have the application and physical paperwork in the mailbox for you to pick up tomorrow. You can chose the Virtua at Work listed on the bottom of the form.

Comm. Ruth: We'll need a new application and physical...she doesn't need the background check.

Comm. Paul: Application and physical.

Cl.Crockett: There is one in Voorhees and Sewell with very flexible hours.

Comm. Ruth: There is one in Burlington County since you work in Burlington County at Rt. 38, there is a Virtua at Work in there.

Cl.Crockett: It's all listed at the bottom of the physical. You call for an appointment and let us know.

Comm. Ruth: Kathy will get your stuff, get what you have to get done and turn it in. I'll reach out to the Training Division tomorrow. Mike comes back on Thursday, and we'll set you up to get gear and get you back going again, OK?

Ms. Garretson: Yep, alright, thank you guys.

Motion made by Comm. Paul, seconded by Comm. McManus to go back into Closed Session to discuss a contract issue. All in favor, ayes have it.

Motion made by Comm. Weindel, seconded by Comm. McManus to come out of Closed Session. All in favor, ayes have it.

Adjourn - Comm. Ruth

Motion made by Comm. McManus, seconded by Comm. Paul to adjourn the meeting at 9:02pm.

All in favor, ayes have it.

5:33 PM
04/17/17
Accrual Basis

Lindenwold Fire District No.1
Treasurer's Report
As of April 17, 2017

Apr 17, 17

ASSETS

Current Assets	
Checking/Savings	
1000 · CASH	
1010 · TD Bank General Checking	32,610.82
1011 · TD Bank Money Market Acco...	504,331.34
1013 · TD Bank Money Market Capital	243,771.44
1020 · TD Bank Payroll Checking	23,338.67
1030 · TD Bank LEA Dedicated Pen...	7,461.36
1040 · TD Bank LEA Trust Penalty	16,040.76
1090 · Petty Cash	200.00
Total 1000 · CASH	<u>827,754.39</u>
Total Checking/Savings	<u>827,754.39</u>
Total Current Assets	<u>827,754.39</u>
TOTAL ASSETS	<u><u>827,754.39</u></u>
LIABILITIES & EQUITY	0.00

LINDENWOLD BUREAU OF FIRE PREVENTION

2201 BANGOR AVENUE
LINDENWOLD, NEW JERSEY, 08021
856-346-0935
(Fax) 856-346-3638

4/17/17

FIRE MARSHAL'S REPORT

March 20, 2017 to April 17, 2017

Inspections Completed to date:

1. Lynnebrook Gardens
2. Laurel Self Storage
3. Laurel hill
4. Chadwick
5. Marquise jewelers
6. Center Stage
7. Envirmed Corp
8. Great Wall Kitchen
9. Planet Self Storage
10. Country Kennel
11. South Jersey Gas
12. Tajas Grill
13. Lindenwold Taxi

Re - Inspections completed:

1. Sugerpuddins
2. Queen Nails
3. QT Nails
4. Valley Discount
5. Tony's Pizza
6. Save-A-Lot
7. Lucas Laundromat

Complaints: Received: 0 Complaints: Resolved: 0 Imminent Hazards 0

Requested Response: 0 Time Extensions: 0

Civilian Burn Reports: Permits Issued: Type I 0 Type II 0

Penalties Issued: 0

Comments to District Commissioners:

1. Attend meeting with Congressman Norcross's office for small Business owners 3/27/17
2. 2017 invoices completed 3/28/17 and mailed out 4/1/17
3. Meeting with La Espanzana for Cinco de Mayo celebration. 4/3/17
4. Completed The NJ MEL training "Ethics in Local Government" completion of the training, provided the District a \$150 insurance credit. 4/13/17

Fire Prevention Programs: 0

Problems: 0

Code Violation Investigations:

Total fee's received to date: LHU Rebate: 2017 1st. ¼ \$3,046.55
LHU Rebate: 2nd qtr. LH \$1,346.80

LHU Rebate:
LHU Rebate:

NLH Registrations:

Registrations: \$5,428.25

|

Registration late fee: \$ 84.00
Permits: \$ 208.00
Penalty: \$

Total for 2017 \$10,113.60
Total for 2016 \$32,707.64

For Better Fire Protection,

Michael J. Nolan, Fire Official

Tim D. Shannon, Fire Prevention Specialist

Mike Breeze, Fire Prevention Specialist

BOARD OF FIRE COMMISSIONERS

LINDENWOLD FIRE DISTRICT NO.1

2201 BANGOR AVENUE
LINDENWOLD, NJ 08021
PHONE: 856-346-0935
FAX: 856-346-3638

April 13, 2017

April 2017 Chief's Report

1. Attended County OEM meeting 3/21/17
2. Attended the Monthly C.C. Haz- Mat meeting 3/22/17
3. Completed yearly Mandatory training 3/27/17
4. Attended first part of FF Safety and Survival 3/28/17
5. Attended second part of FF Safety and Survival 4/4/17
6. Attended C.C. Fire Coordinator meeting 4/5/17
7. Attended C.C. Chiefs and Officers Exe. Board meeting 4/5/17
8. Attended Firefighter Challenge drill 4/11/17
9. Attended C.C. Chiefs and Officer Reg. Board meeting 4/13/17

Michael Nolan
Executive Fire Administrator/Fire Official
Lindenwold Fire Department
Cell - 609-923-8354

LINDENWOLD FIRE DEPARTMENT

TRAINING DIVISION

To: Commissioner Ruth
From: Training Division
Date: 04/17/2017
Re: March Training Report

Department Training

- March 14, 2017
 - Topic: Battalion Level Training

- March 21, 2017
 - Topic: Firefighter Survival
 - Instructor: Assistant Chief Winters
 - Students: 17
 - Total man hours:34

- March 28, 2017
 - Topic: Search & Rescue
 - Instructor: Assistant Chief Winters
 - Students: 18
 - Total man hours: 36

- Brandon Venuto completed 48hrs of Junior Firefighter training

Respectfully Submitted,

Steve Schwegel Jr
Mark Winters
Anthony Dimitri
Gio Maldenado

RESOLUTION 2017 – 13

**Board of Fire Commissioners
Fire District No 1**

Resolution to Authorize Closed Session

WHEREAS, matters have come before the Board of Fire Commissioners as follows: Personnel and contract matters.

WHEREAS, the Open Public Meetings Act permits a Closed Session to discuss said matters;

NOW, THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners shall meet in Closed Session on 04/17/17 at 7:30 pm or soon thereafter as the Board directs as part of its meeting to discuss said matters. Such Closed Session in connection with this personnel and contract matter shall not be disclosed; and

BE IT FURTHER RESOLVED that the public is hereby advised that formal action may or may not be taken on any matters disclosed in Closed Session when the Board enters into open session; and

BE IT FURTHER RESOLVED that the Board may take formal action on any other matters when it returns to open session.

Dated: 04/17/17



Clifford Ruth, Chairman



Attest: Kathleen Crockett, District Clerk