

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

Meeting Date: September 18, 2017
Meeting Place: Fire Administration Building
Meeting Called To Order: 7:33pm
Members of Board Present: **Chairman** – Clifford Ruth
Vice Chairman – Richard Paul
Treasurer – Raymond McManus
Secretary – Wayne Hans, excused
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

Comms. McManus, Paul, Weindel and Ruth present. Comm. Hans is excused.

Minutes of the Previous Meeting – Comm. Ruth

Motion made by Comm. Paul, seconded by Comm. Weindel to approve the 08/21/17 minutes as they are available to the public upon request. Any questions? (hearing none) All in favor, ayes have it.

Correspondence – Cl.Crockett

n/a

Treasurer’s Report – Comm. McManus

As of 09/18/17:

TD Bank General Checking	12,344.28
TD Bank Money Market Account	261,794.23
TD Bank Money Market Capital	2,550.79
TD Bank Payroll Checking	23,602.27
TD Bank LEA Dedicated Penalty	7,461.36
TD Bank LEA Trust Penalty	16,043.44
Petty Cash	200.00
Total Current Assets	323,996.37

Motion made by Comm. Weindel, seconded by Comm. Paul 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 41 bills totaling \$68,830.19.

Motion made by Comm. Paul, seconded by Comm. Weindel to approve the payment of bills.

Any questions? (hearing none) Roll call vote, all yes.

COMMITTEE REPORTS

Fire Department Equipment – Comm. Paul

Comm. Paul: All is OK. EFA Nolan is in the process of getting lists and prices to finish up that line item.

Turn-Out Gear – Comm. Paul

Comm. Paul: Just ordered 4 more leather helmets. Two fronts came in out of the batch, there were misspelled. They just came in today. We’re still waiting for two more to come in.

Fitness Center – Comm. Paul

Comm. Paul: The gym is now being sprayed monthly for bugs, and looking to get prices to replace the Stairmaster that's broke.

Recruitment / Membership – Comm. Paul

Comm. Paul: Tonight we're going to swear-in Tyler Venuto, a Junior Firefighter for Battalion 1. There were two interviews done tonight and one application is out. We're waiting for the background. That's all I got.

S.O.G.'s – Comm. Paul

No report.

Insurance – Comm. Weindel

Comm. Weindel: Kathy informed me today that the insurance company called and advised that if somebody gets hurt on the fire ground or wherever, we can go to urgent care unless it's a life threatening ordeal, then go to the hospital emergency room. But if it's not life threatening, we can go to an urgent care in the area. That's all I got.

Incentive Program – Comm. Weindel

No report.

Uniforms – Comm. Weindel

Comm. Weindel: Mike handed all the new shirts out at convention time over the weekend, so everybody had new shirts.

Fuel – Comm. Weindel

No report.

Train Display – Comm. Weindel

No report.

Communications – Comm. McManus

Comm. McManus: I ordered six new pagers, they're in. As soon as I get the percentages, I'll be handing them out.

Apparatus – Comm. McManus

Comm. McManus: If anybody hasn't seen the email, the new truck is in service. It doesn't have a radio in it yet or the computer. The radio is supposed to be installed on Friday.

Computers – Comm. McManus

Comm. McManus: Justin is working on installing the computer on the new truck. He's waiting for one part from Havas to get it installed, but he's going to see if he has something they can use intermediate till that new part comes in. Other than that, that's it.

Sale of Assets – Comm. McManus

No report.

Assist Personnel – Comm. McManus

No report.

Budget – Comm. McManus

No report.

Administration / Personnel – Comm. Ruth

Comm. Ruth: On Friday, September 15th, I attended the NJ State Fire District Association meeting in Wildwood. At that meeting, they made everybody aware that the law has been signed by the Governor that it is permissible to move your Fire District Elections to November. As long as you're under the 2% cap, there is no voting on your budget. It does not go into effect until January of 2019. In the provision it has in there how to go about electing new Fire Commissioners, that's all in there. Once the copies are sent out, we'll get a copy of it and go over it to see what we want to do.

Administration / Personnel – continued

Comm. Ruth: I was also sworn in as a Trustee for the Association for the Southern Region. What that's going to entitle, nobody could tell me other than attending maybe an extra meeting. So I'll get information as that goes down the road.

Office of Fire Prevention – Comm. Ruth

Comm. Ruth: The Fire Official's report for 08/21/17 – 09/18/17 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.

Training Division – Comm. Ruth

Comm. Ruth: I never got a Training report.

Building Maintenance / Grounds – Comm. Hans

No report.

Health & Safety – Comm. Hans

No report.

Fixed Assets – Comm. Hans

No report.

Hydrants / Water – Comm. Hans

No report.

Executive Fire Administrator's Report – E.F.A. Nolan

EFA Nolan: The report was read aloud by EFA Nolan, a copy is attached to the minutes. Any questions? (hearing none)

President's Report – Comm. Ruth

Comm. Ruth: No President's present.

Borough of Lindenwold – Councilman DiDominico

Comm. Ruth: Councilman DiDominico is not present.

Solicitor – R. Tavani

Sol.Tavani: Commissioners, we have two resolutions to post for this evening. The first is for the Administrative Employee contract. This is a first reading, there will be a second reading in October. The October meeting is also related to that is 2017-22 which is the enactment of Chapter 48 regarding the proposed contract. I would ask for action on both of them, and again I stress that Resolution 2017-21 is a first reading, the second reading to be conducted on 10/16/17. I believe we also have a swearing-in of a Junior Firefighter. That's all I have Mr. Chairman.

Resolutions – Comm. Ruth

Comm. Ruth: Resolution 2017-21 A Resolution to approve the Administrative Employee contract. This is a first reading, the second reading will be on the 16th of October at 7:30pm at this location. Motion made by Comm. Paul, seconded by Comm. Weindel to accept. Any questions, hearing none. Roll call vote, all yes.

Resolution 2017-22 A State Health Benefits Program, Chapter 48.

Sol.Tavani: This is a resolution provided by the State in tandem with Resolution 2017-21 and I'd ask for the Commissioners to act on this tonight.

Motion made by Comm. Paul, seconded by Comm. Weindel to accept. Any questions? Hearing none. Roll call vote, all yes.

Old Business – Comm. Ruth

Comm. Ruth: Old Business? (hearing none)

New Business – Comm. Ruth

Comm. Paul: We'll do the swearing-in first for Junior Firefighter Tyler Venuto. Sol.Tavani swore him in. Congratulations.

EFA Nolan: I did contact the casino redevelopment investment fund in reference to the new building. I have the application, it can be filled out and sent back to see what they can do. I did contact CCMUA, somebody is supposed to get back to me. There is nothing on their website about the low interest loans. Ex-Comm. Blair sent me some information on another thing for low interest loans.

Comm. Paul: Membership Policy Directive 1303. Myself, EFA Nolan and Battalion Chief Beeler have been trying to get the age dropped to age 14-18 for Junior Firefighters. The JIF was consulted, they will insure them, so the policy in front of you is changed and revised. All the highlights show age 14 to 18 for Junior Firefighters and also breaks down the responsibilities and their limitations...if we can accept this tonight.

Comm. McManus: Don't you think it's something we should have talked about first?

Comm. Paul: I did send an email to everybody about a week and a half ago, two weeks ago. We can discuss it and table it for the next meeting or vote on it tonight.

Comm. Weindel: The Explorer program, is that underway?

Comm. Paul: It's like the Junior program we have now, we're just changing the age from 16 back to 14.

Sol.Tavani: And you confirmed with our Insurance?

Comm. Paul: Yes, Mike did reach out to them.

EFA Nolan: Yes.

Comm. Paul: As long as we have the guidelines to what their duties are and they are supervised, with those limitations they will be covered.

EFA Nolan: And follow the guidelines that a Junior Firefighter follows with even more limitations.

Sol.Tavani: With parental consent forms etc., I see that here.

Comm. Paul: Right. Which I believe are filled out now with the Juniors.

Comm. Ruth: Do we want to discuss this further or do we want to ...Mike, what's your Officer's opinion and your opinion on this?

EFA Nolan: I didn't have a copy of it.

Comm. Ruth: OK.

Comm. Weindel: We should let them review it too.

Comm. McManus: I think we need to sit down and talk about it.

EFA Nolan: I can't say about all the Officer's, but Capt. Burns was telling me they agree, so does PK, I do not know about the other Officer's because I didn't have a copy of the final policy to go over.

Comm. Weindel: I say we table it.

Comm. Paul: That's fine, table it for the next meeting.

EFA Nolan: I'll have your answer by then.

Comm. Paul: I just sent it to you Mike.

EFA Nolan: OK.

Comm. Ruth: Any other New Business? (hearing none)

Public Portion – Comm. Ruth

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

Motion made by Comm. Weindel, seconded by Comm. Paul to close to the public. All in favor, ayes have it.

Open to Commissioners – Comm. Ruth

Comm. Weindel: I want to thank the members of Batt. 1 for their hard work in the past couple days getting the truck down there. They put a lot of time in, and I wanted to thank them for doing that, really nice job.

Capt. Burns: Thanks Frank.

Comm. Ruth: Anyone else? (hearing none)

Closed Session – Comm. Ruth

n/a

Adjourn - Comm. Ruth

Motion made by Comm. Weindel, seconded by Comm. Paul to adjourn the meeting at 7:54pm. All in favor, ayes have it.

5:58 PM
09/18/17
Accrual Basis

Lindenwold Fire District No.1
Treasurer's Report
As of September 18, 2017

	<u>Sep 18, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · CASH	
1010 · TD Bank General Checking	12,344.28
1011 · TD Bank Money Market Acco...	261,794.23
1013 · TD Bank Money Market Capital	2,550.79
1020 · TD Bank Payroll Checking	23,602.27
1030 · TD Bank LEA Dedicated Pen...	7,461.36
1040 · TD Bank LEA Trust Penalty	16,043.44
1090 · Petty Cash	200.00
Total 1000 · CASH	<u>323,996.37</u>
Total Checking/Savings	<u>323,996.37</u>
Total Current Assets	<u>323,996.37</u>
TOTAL ASSETS	<u><u>323,996.37</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

9/18/17

FIRE MARSHAL'S REPORT

August 21, 2017 to September 18, 2017

Inspections Completed to date:

Tim D. Shannon, Fire Prevention Specialist was in class all day, and could not send me his inspections. I will update this report, when he sends tomorrow.

Re-Inspections:

1. Lindenwold School #4
2. Lindenwold School #5
3. Lindenwold Pre-School
4. Lindenwold Middle School
5. Lindenwold High School

Complaints: Received: 1 Complaints: Resolved: 1 Imminent Hazards 0

Requested Response: 0 Time Extensions: 0

Civilian Burn Reports:

Permits Issued: Type I 4 Type II

Penalties Issued: 0

Comments to District Commissioners:

1. Attended NJDFS class "Hot issues in Code Enforcement" 8-22-17
2. All Fire Prevention materials ordered 8-23-17
2. Investigation of fire 606 Berlin Rd. 8-28-17
3. Investigation of the 606 Berlin Rd. fire with the insurance company investigator 8-30-17
4. The department will participate at Lindenwold Day 9-23-17, there will also be Fireworks at 19:30 hrs.
5. Alliance Fire Prevention Open House is scheduled for 10-14-17 at Station 61, Who hosting this year.
6. The Department will be going to School #4, #5, and pre-school on 10-11-17

7. Complaint received from NJDFS about "Little Rain Drops" daycare. Fire Prevention Specialist Brezee spend to Fridays in a row there, working with Owner and the NJDFS.

Fire Prevention Programs:

Problems: 0

Code Violation Investigations:

Total fees received to date: LHU Rebate: 1st. qtr. LH \$3,046.55
LHU Rebate: 2nd qtr. LH \$1,346.80
LHU Rebate: 3rd. qtr. LH \$2,067.00
LHU Rebate: 4th. qtr LH \$ 5,802.65

NLH Registrations:

| Registrations: \$16,129.00
Registration late fee: \$1,467.00
Permits: \$ 374.00
Penalty: \$

Total for 2017 \$30,232.91
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**

September 18, 2017

September 2017 Chief's Report

2. Attended the drafting drill in Clementon 8/22/17
3. Meet with Don Huber, Loss control specialist. Did inspections of all three inspections. No safety issues noted. 8/24/17
4. Attended meeting Radio Advisory meeting. 8/24/17
5. Attended the Champion Softball game between Lindenwold Fire and West Berlin Fire, Lindenwold Fire lost the game 15-14. 8/16/17
6. Working fire 606 Berlin Rd. 8/28/17
7. Attended Alliance Chiefs meeting. Alliance patch being worked on. 9/12/17
8. Attended NJ State Firemen's Asso. Convention. Meet with some vendors for new Equipment. New Squad 63 was in the parade, it was not judged. 9/15/17 – 9/17/17

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

RESOLUTION 2017 – 21

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

Resolution to Approve Administrative Employee Contract

WHEREAS, pursuant to NJSA 40A-14-81.1 the Board shall, by Resolution, among other things, determine the terms of , fix compensation for and prescribe the duties of paid positions established, and ;

WHEREAS, the Board previously established the position of District Clerk/LEA Clerk and appointed Kathleen Crockett to the position, and:

WHEREAS, the Board desires to approve a new contract for this employee, and;

NOW, THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners shall have a first reading of this resolution , which may be by title , at its meeting on 09/18/17 at 7:30 pm or soon thereafter as the Board directs, and

BE IT FURTHER RESOLVED that the public is hereby advised that the Resolution of approval shall be given a second reading at the Board's regular meeting on 10/16/2017 at 7:30 pm and this Resolution and the attached notice of introduction and notice of second reading shall be published in the Courier Post at least one week prior to the second reading.

Dated: 09/18/17



Clifford Ruth, Chairman



Attest: Kathleen Crockett, District Clerk

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PENSIONS AND BENEFITS

STATE HEALTH BENEFITS PROGRAM
SCHOOL EMPLOYEES' HEALTH BENEFITS PROGRAM
PO BOX 299 TRENTON, NEW JERSEY 08625-0299

RESOLUTION

2017-22

A RESOLUTION to adopt the provisions of Chapter 48 (N.J.S.A. 52:14.17.38) under which a public employer may agree to pay for the State Health Benefits Program (SHBP) and/or School Employees' Health Benefits Program (SEHBP) coverage of certain retirees.

BE IT RESOLVED:

- The LINDENWOLD FIRE DISTRICT No. 1 808200
CORPORATE NAME OF EMPLOYER - COUNTY SHBP/SEHBP ID NUMBER
hereby elects to adopt the provisions of N.J.S.A. 52:14-17.38 and adhere to the rules and regulations promulgated by the State Health Benefits Commission and School Employees' Health Benefits Commission to implement the provisions of that law.
- This resolution affects employees as shown on the attached Chapter 48 Resolution Addendum. It is effective on the 1st day of JANUARY, 2018.
MONTH YEAR
- We are aware that adoption of this resolution does not free us of the obligation to pay for post-retirement medical benefits of retirees or employees who qualified for those payments under any Chapter 88 Resolution or Chapter 48 Resolution adopted previously by this governing body.
- We agree that this Resolution will remain in effect until properly amended or revoked with the SHBP and/or SEHBP. We recognize that, while we remain in the SHBP and/or SEHBP, we are responsible for providing the payment for post-retirement medical coverage as listed in the attached Chapter 48 Resolution Addendum for all employees who qualify for this coverage while this Resolution is in force.
- We understand that we are required to provide the Division of Pensions and Benefits complete copies of all contracts, ordinances, and resolutions that detail post-retirement medical payment obligations we undertake. We also recognize that we may be required to provide the Division with information needed to carry out the terms of this Resolution.

I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the

LINDENWOLD FIRE DISTRICT No. 1
CORPORATE NAME OF EMPLOYER

2201 BANGOR AVE.
ADDRESS

on the 18th day of SEPTEMBER, 2017

Clifford S. Ruth
SIGNATURE

LINDENWOLD NJ 08021
CITY STATE ZIP CODE

CLIFFORD S. RUTH
CHAIRMAN OF THE BOARD
OFFICIAL TITLE

856-346-0935
AREA CODE TELEPHONE NUMBER