

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

Meeting Date: January 15, 2018
Meeting Place: Fire Administration Building
Meeting Called To Order: 7:30pm
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 present.

Minutes of the Previous Meeting – Comm. Ruth

Motion made by Comm. Hans, seconded by Comm. Paul to approve the 12/28/17 Year-End meeting 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: There was various correspondence with the Budget, Audit and upcoming Election.

Treasurer’s Report – Comm. McManus

As of 01/15/18:

TD Bank General Checking	28,431.63
TD Bank Money Market Account	357,488.65
TD Bank Money Market Capital	2,552.39
TD Bank Payroll Checking	27,754.50
TD Bank LEA Dedicated Penalty	7,461.36
TD Bank LEA Trust Penalty	16,046.80
Petty Cash	200.00
Total Current Assets	439,935.33

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 29 bills totaling \$41,773.49.

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

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

COMMITTEE REPORTS

Fire Department Equipment – Comm. Paul

Comm. Paul: I checked with Nat’s today on the ladders that were ordered. I talked to Larry Winters, they should be in any day and will contact me or Capt. Burns to come pick them up. That’s all I have.

Turn-Out Gear – Comm. Paul

No report.

Recruitment / Membership – Comm. Paul

No report.

Fitness Center – Comm. Paul

No report.

S.O.G.'s – Comm. Paul

No report.

Communications – Comm. McManus

No report.

Apparatus – Comm. McManus

Comm. McManus: I had to have the front tires replaced on the Ladder. I'm looking for a place to have it aligned. Justin installed the new computer in the new truck today. He had an issue with the air card and he's got that straightened out and will put it back in tomorrow. That's about it.

Computers – Comm. McManus

No report.

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: At Station 3 we had some dead trees out there removed, cut them down and trimmed some trees around the building so it will keep some of the acorns and branches from falling on the roof.

Health & Safety – Comm. Hans

Comm. Hans: There was one physical done.

Fixed Assets – Comm. Hans

Comm. Hans: I need to work on that for the Accountant and get that squared away, so if there is anything that can be taken off the assets or anything that should be added, just let me know and I'll try and work on that.

Hydrants / Water – Comm. Hans

No report.

Insurance – Comm. Weindel

Comm. Weindel: All the apparatus have the new insurance cards. A couple Chief's vehicles not yet, but I'll get them to you.

Incentive Program – Comm. Weindel

Comm. Weindel: After the Fire District Election, hopefully the budget will pass, I want to form a committee of two Commissioners and two Line Officers and revisit the Incentive Program to see if we come up with a better idea or change things.

Uniforms – Comm. Weindel

Comm. Weindel: I ordered some miscellaneous uniform items and the rest will be ordered after the Election, hopefully the budget passes.

Train Display – Comm. Weindel

No report.

Fuel – Comm. Weindel

Comm. Weindel: I talked to Craig today, the fuel pumps are still down. Hopefully they'll be fixed by sometime this week. Again, we're using the Wawa card which is coming in handy right now.

Administration / Personnel – Comm. Ruth

Comm. Ruth: As everybody knows, our Election is February 17, 2018 at this building from 2-9pm. Petitions are still available. The closing date for the petitions is this Friday 1/19/18 at 4pm.

Office of Fire Prevention – Comm. Ruth

Comm. Ruth: The Fire Official's report for 12/28/17 – 01/15/18 was read aloud, a copy is attached to the minutes. For better Fire Protection, Tim Shannon, Acting Fire Official, Michael Brezee & Timothy Shannon - Fire Prevention Specialists.

Training Division – Comm. Ruth

Comm. Ruth: There is no Training Report.

Acting Fire Chief – P.K. Beeler

Comm. Ruth: He is not present at this time, so we'll move on to the Acting Deputy Chief Keith Polifrone. A report was read aloud, a copy is attached to the minutes.

President's Report – Comm. Ruth

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

Borough of Lindenwold – Councilman DiDominico

Councilman DiDominico: I don't have anything Borough-wise, other than I can't wait till Laurel Rd. is over with. Acting Chief Beeler dropped some toys off to me right before Christmas and they went to two families, so I want to thank you all for that.

Solicitor – R. Tavani

Sol.Tavani: I have nothing for open session, but I believe we have a resolution for closed session regarding, I believe the referendum question.

Resolutions – Comm. Ruth

Comm. Ruth: Resolution 2018-1 Resolution to authorize Closed Session.
Motion made by Comm. Paul, seconded by Comm. McManus. All in favor, ayes have it.

Old Business – Comm. Ruth

Comm. Ruth: Under the Banquet, service awards have been completed. They should be ready sometime this week or early next week. I sent an email out to Pres. Robinson from Battalion 2 and everything has been taken care of for the Banquet. I was advised that Pres. Wells from Battalion 1 will be handling the roses, and Battalion 2 President handled the gifts for the banquet.

New Business – Comm. Ruth

Comm. Ruth: 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. Hans, seconded by Comm. Paul to close to the Public.
All in favor, ayes have it.

Open to Commissioners – Comm. Ruth

Comm. McManus: Just to remind everybody about the Election on February 17th.

Comm. Ruth: Yes, please come out and support the budget. Anything else? (hearing none)

Closed Session – Comm. Ruth

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

Open Session – Comm. Ruth

Sol.Tavani: We had a closed session in reference to the referendum, and also discussions of the game plan for our Officials before the Borough Town Council coming up January 24th. Also, closed session regarding personnel matters. We are not taking further action tonight.

Adjourn - Comm. Ruth

Motion made by Comm. McManus, seconded by Comm. Weindel to adjourn the meeting at 8:15pm
All in favor, ayes have it.

5:04 PM
01/15/18
Accrual Basis

Lindenwold Fire District No.1
Treasurer's Report
As of January 15, 2018

Jan 15, 18

ASSETS

Current Assets

Checking/Savings

1000 · CASH

1010 · TD Bank General Checking 28,431.63

1011 · TD Bank Money Market Acco... 357,488.65

1013 · TD Bank Money Market Capital 2,552.39

1020 · TD Bank Payroll Checking 27,754.50

1030 · TD Bank LEA Dedicated Pen... 7,461.36

1040 · TD Bank LEA Trust Penalty 16,046.80

1090 · Petty Cash 200.00

Total 1000 · CASH 439,935.33

Total Checking/Savings 439,935.33

Total Current Assets 439,935.33

TOTAL ASSETS 439,935.33

LIABILITIES & EQUITY 0.00

CHIEFS REPORT

12/28/17 TO 01/15/18

Calls for service – 70

Significant calls- 12/30 Laurel Lake- crews rescued a dog from the lake using the cold water rescue equipment.

Mutual aid – Clementon 6, Laurel Springs 1, West Berlin 1, Pine Hill 3, Erial 1, Gibbsboro 1, Winslow Twp 1

Ladder covered 211 for a fire on 01/10/18 and 253 for a fire on 01/14/2018

Myself and Captain Burns met with construction company and Lindenwold Police on 01/09 ref to the laurel road gas project traffic issues. The officers will discuss the responses during the construction and how to safely navigate the West Park ave corridor.

Car 1 has been assigned to Deputy Chief Polifrone to respond to scenes and assist as necessary

Car 3 will be used by the Duty Officer

Annual mandatory training to commence at end of month.

3 probationary FF attending FF1 at end of month- Llane, Summers Misiolek

Attended both company meetings on January 2nd

Until we incorporate any further ideas or any different system for the stipend program, no admin time will be accepted at the end of the month or the year. Officers and members who do various admin tasks such as training or meetings will be required to fill out an activity report and all reports will be entered into the firehouse report system and will bear scrutiny from myself and Deputy Chief Polifrone.

Myself , Deputy Chief Polifrone and Commissioner Hans are set to meet with Town Council on Weds Jan 24th regarding the budget, referendum question and any other concerns

Respectfully submitted

P.K Beeler

Battalion Chief

FIRE MARSHAL'S REPORT

01/15/2018

December 28, 2017 to January 15, 2018

Inspections Completed

FOP Lodge
WMD Race Development

Re-Inspections

Summit Place Apartments
Marquise Jewelry

Complaints Received 0 Imminent Hazards 0

Requested Response 1

Received a call from Acting Chief Beeler about a fire at Laurel Lake Senior Housing. I went there and found an electric motor outside the building that was burnt up and Put out with a fire extinguisher. I spoke with Sharon the complex manager and advised her anytime there is any type a fire she needs to call the Fire Dept. The equipment was an electric towing machine that takes the dumpsters out to the curb. The unit caught fire in the trash room.

Civilian Burn Reports 0

Permits Issued 0

Penalties Issued 0

Information to Fire District Commissioners

Received a call from Det. Skinner of the Camden County Prosecutors Office about a fire incident on 11-28-2017 at Meadowview Apt Apt 503. The fire was ruled Arson and an Arrest was made. He was asking for Incident report which I forward to him.

The County Freeholders hired a new Fire Marshal, but at this time he is only doing Fire Inspections. He is not certified to do Investigations. Jay Houck with the Prosecutors office Arson unit is retiring in July of this year and they are not replacing him. At this time most towns need to be self- sufficient.

I have been working on the yearend report for the Division of Fire Safety. I did ask for a time extension. Fire Inspector Brezee and myself have been cleaning up end of the year paperwork and are starting the Inspections for 2018.

Yours's in Fire Safety

A handwritten signature in black ink, appearing to read "Timothy Shannon". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Timothy Shannon
Acting Fire Official

RESOLUTION 2018 – 1

**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 01/15/18 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 matters 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: 01/15/18



Clifford Ruth, Chairman



Attest: Kathleen Crockett, District Clerk