

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

Meeting Date: May 21, 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. Weindel, seconded by Comm. Paul to approve the 04/16/18 minutes as they are available to the public upon request. Any questions? (hearing none) All in favor, ayes have it. Comm. Hans abstained.

Correspondence – Cl.Crockett

Cl.Crockett: We received the NJ State Association of Fire Districts quarterly meeting report. That's it.

Treasurer's Report – Comm. McManus

As of 05/21/18:

| | |
|-------------------------------|------------|
| TD Bank General Checking | 36,693.65 |
| TD Bank Money Market Account | 382,947.79 |
| TD Bank Money Market Capital | 2,553.65 |
| TD Bank Payroll Checking | 17,977.29 |
| TD Bank LEA Dedicated Penalty | 5,576.36 |
| TD Bank LEA Trust Penalty | 16,049.44 |
| Petty Cash | 200.00 |
| Total Current Assets | 461,998.18 |

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 37 bills totaling \$37,692.87.

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: The equipment is all OK.

Turn-Out Gear – Comm. Paul

Comm. Paul: We ordered 5 helmets for the Junior 1's along with the helmet decals for the front, and we ordered decals for the members for their cars.

Fitness Center – Comm. Paul

Comm. Paul: I had somebody look at installing the stereo system. I'm waiting for him to give me a price.

S.O.G.'s – Comm. Paul

Comm. Paul: We have a resolution tonight for the revised 1303 to include Junior 1 and Junior 2.

Recruitment / Membership – Comm. Paul

Comm. Paul: We're swearing in, I see one of them tonight, but we have two. Christian Grieco who is a Junior 2, and Fred Deterding III, Junior 1. That's all I got.

Computers – Comm. McManus

Comm. McManus: I bought a new laptop for the Training Division.

Communications – Comm. McManus

Comm. McManus: The radios are good.

Apparatus – Comm. McManus

Comm. McManus: All the PM's on the trucks are completed. He doesn't have the deficiency list back to me yet. As of now, I know the Squad and the Engine need new exhaust systems. I'm going to see if I can get them done local instead of running them up to Manchester. That's about it.

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 leaked in the Admin. office at Station 3. I'll call first to get the carpets cleaned and dried out. We're also going to see about getting somebody to cut the grass and maintain the property out there in the parking lot.

Health & Safety – Comm. Hans

Comm. Hans: If anybody knows if anything needs to be replaced in any of the Stations first aid kits, please let me know if anything is outdated. I'll see if I can have it replaced at Stations 1, 2 & 3.

Fixed Assets – Comm. Hans

No report.

Hydrants / Water – Comm. Hans

No report.

Fuel – Comm. Weindel

Comm. Weindel: The pumps were down a while ago, but they're already back up and running.

Insurance – Comm. Weindel

Comm. Weindel: Bud Farrell's life insurance has been sent. Kathy said the check is on the way to his wife. We had one claim, Rich Roach got injured at Station 1, it was taken care of. Also, myself and Comm. Hans went to the JIF meeting in Monroe Township about an hour ride from here. It was different, but we signed in for the department.

Uniforms – Comm. Weindel

Comm. Weindel: All the uniforms were inventoried and given to the members by Chief Beeler. I have to order two sets of badges that didn't come with the Class A uniforms, I did that today, they're ordered. Marrison's coat was too small, I talked to John and he'll take care of that.

Incentive Program – Comm. Weindel

No report.

Train Display – Comm. Weindel

Comm. Weindel: I was out there today looking at it. From what I saw out there, it looks like we've got to scrape the paint or replace the woodwork on the train. It needs a coat of wax and wash, and the rear panels have to be replaced. I don't know if we can get somebody to do that.

Comm. McManus: We can do it ourselves.

Comm. Weindel: I want to get that train back on the street. That's all I got.

Administration / Personnel – Comm. Ruth

Comm. Ruth: On 06-02-18, the NJ State Fire District Assoc. is holding a meeting at Cedar Brook Firehouse, it starts at 9:30am. Comm. Paul and I are going to be in attendance. If any of the other Commissioners would like to go, just let me know. We'll all go down together.

Training Division – Comm. Ruth

Comm. Ruth: The Training report was read aloud, a copy is attached to the minutes. Respectfully submitted, Capt. Anthony Dimitri, Training Division.

Office of Fire Prevention – Comm. Ruth

Comm. Ruth: The Fire Official's report for 04-17-18 – 05-21-18 was read aloud, a copy is attached to the minutes. Yours in Fire Safety, Acting Fire Official Timothy Shannon, and Michael Brezee Fire Prevention Specialists.

Chief's Report – Chief Beeler

Chief Beeler: The Chief's report was read aloud by Chief Beeler, a copy is attached to the minutes.

Comm. Ruth: Dep. Chief Polifrone, do you have anything?

Dep. Chief Polifrone: No.

President's Report – Comm. Ruth

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

Borough of Lindenwold – Councilman DiDominico

Not present.

Solicitor – R. Tavani

Sol.Tavani: We have two Resolutions tonight. Resolution 2018-16 to amend policy directive 1303 and we need action on that. We also have 2018-17 which is to raise the fire report fee from \$10 to \$25, and I'd ask for action on that. I believe we have a swearing-in, under New Business.

Resolutions – Comm. Ruth

Comm. Ruth: As the Solicitor stated:

Resolution 2018-16 To amend the Policy Directive 1303 to create Junior FF 1 & Junior FF 2, and it replaces EFA with Fire Chief.

Sol.Tavani: I believe that is correct, and that our volunteer Chief actually drafted the amendments for the Board's review tonight. They have incorporated the amended policy directive with a resolution and I ask for action.

Motion made by Comm. Weindel, seconded by Comm. Paul to accept Resolution 2018-16. Any questions?

(hearing none) Roll call vote, all yes.

Resolution 2018-17 Resolution to raise the fee for obtaining a copy of a fire report to \$25. At this time its \$10, and its permitted by State law to be raised to \$25.

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

Old Business – Comm. Ruth

Comm. Ruth: Old Business? (hearing none)

New Business – Comm. Ruth

Comm. Paul: The swearing-in of Fred Deterding, III.

Sol.Tavani swore-in Junior-1 FF, Fred Deterding, III. Congratulations (applause)

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. Weindel: Monday is Memorial Day. I ordered the wreaths for the Fire Department and the Board of Fire Commissioners. For the Board of Fire Commissioners, Kathy is going to be there. Other than that, everything is good to go.

Comm. Ruth: At this time, we'll go back to Chief Beeler for a discussion on duty crews.

Chief Beeler: In the past, we had money put in the budget for duty crews. We tried to go the paid career route, and it didn't work twice. With that, we talked about, me and you and a couple other of the Commissioners about stipends for the guys to be around during the day. With the \$15,000 we have in the budget already approved and sitting there, myself and Dep. Chief Polifrone came up with a plan to try and put 3 months of people for the summer. This would encompass \$13,000 of the \$15,000 we already have. In the plan, it works a Monday thru Friday 8-4 schedule of four volunteers, and follow something similar to the clothing stipend. You would just have to figure out how to pay them.

Comm. Ruth: It will have to be discussed with the Solicitor whether or not that's going to carry...

Sol.Tavani: I'd like to review the proposal. There are certain Fair Labor Standard issues that have to be addressed with a duty crew program.

Comm. Ruth: We'll use your expertise from Voorhees Township with their duty crew.

Sol.Tavani: The District there did have a duty crew system in place for as long as the District existed. It was challenged, however, by the union there on a Fair Labor Standard issue and we fought them. It was never cited against us but there was an issue with the Dept. of Labor.

Comm. Ruth: Was the issue because they had career firefighters in the department, and they were stipend?

Sol.Tavani: There are certain ways, very briefly, you have to structure your duty crew programs in a certain way so it doesn't look like you're paying them hourly. If you do that and structure it in that fashion, there is a potential of violating the Fair Labor Standards. It can be done, but in order to maintain volunteer status, it has to be done in a correct way. My position was that Voorhees did do it in the correct way. The Dept. of Labor never came in and said stop what you're doing, they did question it though.

Comm. Ruth: You can't start on the date you have. Let us review it, and we have to figure out how to pay too, whether accumulate the time till the end of the year and do like our regular stipend or how we do it. He'll get back to you and get back to the Commissioners on how we should go about this, so we don't get ourselves in a bind, OK?

Chief Beeler: It's something we need to start out with and figure out where we go from here. The career guys thing failed twice.

Sol.Tavani: To be clear to the Chief and the Board, there is a way to do this legally, we just have to make sure it is structured in that fashion.

Comm. Ruth: OK. Anything 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 7:52pm. All in favor, ayes have it.

5:29 PM
05/21/18
Accrual Basis

Lindenwold Fire District No.1
Treasurer's Report
As of May 21, 2018

| | <u>May 21, 18</u> |
|-------------------------------------|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 1000 · CASH | |
| 1010 · TD Bank General Checking | 36,693.65 |
| 1011 · TD Bank Money Market Acco... | 382,947.79 |
| 1013 · TD Bank Money Market Capital | 2,553.65 |
| 1020 · TD Bank Payroll Checking | 17,977.29 |
| 1030 · TD Bank LEA Dedicated Pen... | 5,576.36 |
| 1040 · TD Bank LEA Trust Penalty | 16,049.44 |
| 1090 · Petty Cash | 200.00 |
| Total 1000 · CASH | <u>461,998.18</u> |
| Total Checking/Savings | <u>461,998.18</u> |
| Total Current Assets | <u>461,998.18</u> |
| TOTAL ASSETS | <u><u>461,998.18</u></u> |
| LIABILITIES & EQUITY | 0.00 |

RESOLUTION 2018 – 16

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

Resolution to Amend Policy Directive 1303

WHEREAS, the Board has in place Policy Directive 1303 to provide a uniform and comprehensive system for matriculating new members and maintaining existing membership and;

WHEREAS, the Board desires to create a Junior Firefighter program in place of an Explorer program, and;

WHEREAS, a copy of the proposed amended Policy Directive 1303 is attached hereto, and;

WHEREAS, the proposed Policy provides the designation of Junior Firefighters by age, (Junior 1, ages 14 years old up to 15 years old; and Junior 2, ages 16 years old up to 18 years old), and;

WHEREAS, the Board reaffirms its policy that seeks for all applicants, including Juniors to obtain a physical to establish fitness for duty;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners that the Board adopts the proposed amendments to Policy Directive 1303.

BE IT FURTHER RESOLVED that the Board will require all applicants who wish to serve the Board as a Recruit Junior Firefighter, Recruit Firefighter or Firefighter shall be required to take and pass a physical.

Dated: May 21, 2018



Clifford Ruth, Chairman



Attest: Kathleen Crockett, District Clerk

RESOLUTION 2018 – 17

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

Resolution to Raise the fee for obtaining a copy of a Fire Report to \$25.00

WHEREAS, the Board does provide copies of fire reports to companies, attorneys and individuals upon written request (subject to any application legal restrictions) at a cost for each report for \$10.00 (as permitted by State law), and;

WHEREAS, the Board feels that there is, at present, need to increase the fee for a copy of a fire report to \$25.00 per report (said increase permitted by State law),

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners that the Board increases the report fee to \$25.00. Said fee to take effect immediately

BE IT FURTHER RESOLVED that the fee is applicable to all reports, however, this resolution in no way limits the Board to charge any document requestor those fees and costs permitted by the Open Public Records Act in addition to the \$25.00 fire report fee.

Dated: May 21, 2018



Clifford Ruth, Chairman



Attest: Kathleen Crockett, District Clerk



Lindenwold Fire Department
2201 Bangor Avenue
Lindenwold, NJ 08021
(856)-346-0935

April Training Report

The three members going through the academy completed their midterm and state haz-mat test this last month. They all are having minor issues but we are working through them. Both Probationary Firefighter DiClementi, and Probationary Firefighter Weber successfully tested out and are now Firefighters in Lindenwold Fire Department. Respectfully submitted, Captain/Training Officer DiMitri, Captain Burns, Lieutenant Maldonado.

April 10, 2018 – School Walk Through

Taught by: LLFA Officers

Locations – Lindenwold High school, Clementon Elementary School, Laurel Springs School

Lindenwold Fire Department Members – 19

Laurel Springs Fire Department Members – 11

Clementon Fire Department Members - 5

April 17, 2018 – Hose Loads

Taught by: Captain DiMitri

Location – Lindenwold High School

Lindenwold Fire Department Members – 27

Laurel Springs Fire Department Members – 6

Clementon Fire Department – 5

April 24th was used as a Battalion night.

FIRE MARSHAL'S REPORT

05/21/2018

April 17, 2018 to May 21, 2018

INSPECTIONS COMPLETED

Arlong Auto
Linden Auto
International Welding
El Rodeo
Nichols News
Lindenwold .99 cent
Uno Laundry
Exclusive Barber Shop
Sports Barber
Los Promos
Elliot Driving School
Lena's Water Ice

RE-INSPECTIONS

Philly Style Barber
MJK Materials
Ciffellis Pizza
Lighthouse Church
Neighbors Who Care
A&E Construction
Lindenwold Grocery
Giant Fitness
Gino's Pizza
Express Pharmacy

COMPLAINTS RECEIVED 0 IMMINENT HAZARDS 0

CIVILIAN BURN REPORTS 0

PERMITS: Dropped off permit for La Esperanza on 05/02/2018 for use of a tent. Inspected exit/emergency lights inside the tent and emergency exits everything was to fire code.

CHIEFS REPORT

04/17/18- 05/21/18

Calls for service –88

Laurel Springs-1/Clementon- 18/Pine Hill-4/West Berlin-1/Chews Landing- 1/

Blackwood -1/Winslow Twp-1

05-19 5107 The Pines- Bedroom fire -Hoarder conditions. FM notified

05-17 Fatal train accident . 1 person involved.

Squrt passenger side mirror broke after falling out of the housing

Squrt was on display for the County Chiefs meeting at Clementon on May 10th

Attended both company meetings on 5/1

Ladder was used as a flag arch for Voorhees event on 5/15

1 incident involving members. Myself and Chief Polifrone along with Commissioner McManus handled it. 1 member has received a written warning and loss of position

We have more public events we will be attending such as Memorial Day at the park and a health and wellness event at Bethany Baptist Church. I am working with FM office to coordinate that

We contacted the Water company with regards to a hydrant at Hill and Carver needing a storz connection and installing a hydrant in the 2400 block of Egg Harbor rd.

The old air packs were flow tested May 15th and 16th. Captain Burns is deciding which ones he will keep, which get turned in as part of the new pack grant and what to do with the others.

As we have stated before, we would like to get a new utility on the budget this coming year. The current utility is 26 years old and is showing its age. Myself and Chief Polifrone are going to get some info together to get this moving forward.

Knox boxes delivered and installed in EMS vehicles. Will meet all EMS people on 5/22 and 5/24 to train.

Myself and Captain Dimitri have been receiving emails from some prospective members, reaching out to any that have inquired or dropped off applications. Some have shown interest. We continue to follow up on that.

Respectfully submitted

P.K Beeler, Chief