

**Board of Fire Commissioners
LINDENWOLD FIRE DISTRICT No.1
Monthly & Year-End Meeting Minutes**

Meeting Date: December 30, 2019
Meeting Place: Fire Administration Building
Meeting Called To Order: 7:30 pm
Members of Board Present: **Chairman** – Clifford Ruth - excused
Vice Chairman – Richard Paul
Treasurer – Raymond McManus
Secretary – Wayne Hans
Commissioner – Richard Paul, Jr.
District Clerk – Tiffany Beach
Solicitor – David Capozzi

Salute the Flag

Sunshine Law – Comm. Paul

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

Roll Call Commissioners

Comms. Paul, Weindel, McManus, Hans present. Commissioner Ruth is excused.

Minutes of the Previous Meeting – Comm. Paul

Motion made by Comm. McManus seconded by Comm. Hans to approve the November 19th, 2019 minutes as they are available to the public upon request. Any questions? (hearing none) All in favor, ayes have it.

Correspondence – Cl. Beach

Cl. Beach- We have received correspondence incoming and outgoing for the 2020 budget.

Treasurer's Report – Comm. McManus

As of December 30, 2019

TD Bank General Checking	330,071.17
TD Bank Money Market Account	765,813.66
TD Bank Money Market Capital	2,559.79
TD Bank Payroll Checking	15,459.26
TD Bank LEA Dedicated Penalty	5,576.36
TD Bank LEA Trust Penalty	16,062.16
Petty Cash	200.00
Total Current Assets	1,135,742.40

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 91 bills totaling \$92,594.32

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

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

COMMITTEE REPORTS

Administration / Personnel – Comm. Paul

No report.

Office of Fire Prevention – Comm. Paul

Comm. Paul: The Fire Official's report for November 19 – December 30, 2019 was read aloud, a copy is attached to the minutes. Yours in Fire Safety, Acting Fire Official Timothy Shannon. 1

Training Division – Comm. Paul

Comm. Paul: The Training report for November was read aloud, a copy is attached to the minutes. Respectfully submitted, Training Officer Troy Bishop, Capt. Anthony Dimitri, and Capt. Steven Burns.

Fire Department Equipment – Comm. Paul

No report.

Turn-Out Gear – Comm. Paul

No report.

Recruitment / Membership – Comm. Paul

Comm. Paul: There is one application out and we have one senior member to be sworn in tonight.

Fitness Center – Comm. Paul

No report.

S.O.G.'s – Comm. Paul

No report.

Future Projects- Comm. Paul

Comm. Paul: The Phase 1 was completed we are waiting for the report to come in. We should have it tomorrow. Once we receive it I will get it out to the commissioners.

Communications – Comm. McManus

No report.

Apparatus – Comm. McManus

Comm. McManus: The cab lift cylinder is being replaced on the Squad. They had to order a new sending unit. That will be in after the first of the year and also the sending unit for the DEF tank for the Sqrut.

Computers – Comm. McManus

Comm. McManus Justin and I sat down and talked about next year. We are going to start replacing some of the computers for next year. We are going to start with Tiffany's and start replacing some of the other ones if money permits.

Sale of Assets – Comm. McManus

No report.

Assist Personnel – Comm. McManus

No report.

Budget – Comm. McManus

No report.

Building Maintenance / Grounds – Comm. Hans

No report.

Health & Safety – Comm. Hans

Comm. Hans: We had two physicals completed this month. I am waiting for the eye was stations to come in for Station 2. It has been ordered.

Fixed Assets – Comm. Hans

No report.

Hydrants / Water – Comm. Hans

Comm. Hans: NJ American water did apply to the Borough for street opening for Pine Grove and Monroe for new water service and they are going to be installing two new hydrants back in that section. That's going to be a benefit back there since that's where we had that house fire a few years ago. That should be starting soon.

Insurance – Comm. Weindel

Comm. Weindel: We had one minor accident. Insurance company was notified.

Incentive Program – Comm. Weindel

No report.

Uniforms – Comm. Weindel

Comm. Weindel: I still have members who didn't pick up their hoodies or shoes. I went to All Geared Up in Runnemede. I got prices on new field jackets. They are the same as the heavy blue ones we have now. They are 80\$ each. I am going to put a notice at each station if they want to order them. The cost will be on them. I am also going to compare prices between All Geared Up and Action Uniform for next year.

Comm. McManus: One thing we found out before if we change uniform companies, sometimes they use different materials and then the guys have different color uniforms.

Comm. Weindel: I am going to make sure they are all the same.

Fuel – Comm. Weindel

No report.

Chief's Report – Chief Beeler

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

President's Report – Comm. Paul

Comm Paul: Any President's present? (hearing none)

Borough of Lindenwold – Councilman DiDominico

Comm. Paul: Councilman DiDominico is not present.

Resolutions – Comm. Paul

Resolution 2019-24 To Adopt the 2020 Budget.

Motion made by Comm. McManus, seconded by Comm. Hans. Any questions on the motion or the budget? (hearing none) Roll call vote, all yes.

Resolution 2019-25 To establish Accounts Payable.

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

Resolution 2019-26 To establish a Temporary Budget for 2020

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

Resolution 2019-27 To establish Line Item Transfers

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

Resolution 2019-28 To establish Encumbrances

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

Old Business – Comm. Paul

Comm. Paul: Any old business? (hearing none)

New Business – Comm. Paul

Comm. Paul: We have one person to swear-in tonight.

Sol.Capozzi swore in Christopher Grega as Firefighter. Congratulations (applause)

Public Portion – Comm. Paul

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. Paul

Comm. Hans: Just want to wish everyone a Happy New Year and to be safe out there.

Comm. Weindel: Same here. Happy New Year everyone. Congratulation Chris.

Adjourn - Comm. Paul

Motion made by Comm. Weindel, seconded by Comm. Hans to adjourn the meeting at 7:44pm.

Any questions? (hearing none) All in favor, ayes have it.

	<u>Dec 30, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · CASH	
1010 · TD Bank General Checking	330,071.17
1011 · TD Bank Money Market Acco...	765,813.66
1013 · TD Bank Money Market Capital	2,559.79
1020 · TD Bank Payroll Checking	15,459.26
1030 · TD Bank LEA Dedicated Pen...	5,576.36
1040 · TD Bank LEA Trust Penalty	16,062.16
1090 · Petty Cash	200.00
	<hr/>
Total 1000 · CASH	1,135,742.40
	<hr/>
Total Checking/Savings	1,135,742.40
	<hr/>
Total Current Assets	1,135,742.40
	<hr/>
TOTAL ASSETS	<u>1,135,742.40</u>
	<hr/>
LIABILITIES & EQUITY	0.00

FIRE MARSHAL'S REPORT

12/30/2019

November 19, 2019 to December 30, 2019

Inspections Completed

Village of Laurel creek V-184 (Group Home)

Kennedy EMS Building

Super 7 Food Market

Summit Place Apt

Chews Landing Head Start

Signs and Lines

The Greens Apt

Pat's Pizza

QT Nails

Motor Trans

Lindenwold Towers

Canal's Liquors

Lindenwold Tire and Auto

Georgetown Condos/Rec Center

Gastrol Gas

Norm's Rapid Lube

Lee's Valve Cleaners

Hillcrest/Oaks Apt

Crown Fried Chicken

Bethany Baptist Church

Napoleon Cremepuffery

Lindenwold Public Works

Jack's Donuts

La Esperanza

Forever Young Day Care

Drift away Café

Harvest Book Store

Alpine Court Apt

Oaks Integrated Care (Group Home)

Danks – Hinski Funeral Home

Kings Row Apt

Pendlebury Harvest Home

33

Re- Inspections

Lindenwold Fire # 3

Perfect Smiles

McDonalds

9

REM of NJ (Group Home)
Conoco Gas Station
Meineke
D & D Boarding Home
Chadwick Village
Lindenwold Towers (Follow-up complaint)

Complaints Received 2 Imminent Hazards 0

Lindenwold Towers issue with keys in the KNOX BOX.
Parc One Apartments issue with egress door not working. Violations issued and repairs were made to door.

Requested Response 1

550 Bilper Ave. The Pines unit 4504 for an Apartment fire. The fire started in the kitchen in the area of the coffee machine. Accidental.

Civilian Burn Reports 1


Landings at Pine Lake Apartment 3509. Minor burn to left palm and forearm from tissue paper ignited by a candle.

Permits 0

Information to Fire District Commissioners

This office is finishing up with year-end inspections and completed all life hazards for 2019. We had a fire at The Pines unit 4504 which appears to be Accidental. The office fined Emerald Ridge Apt for failure to maintain and fix the fire alarm system in a timely matter. Stephen Robinson completed his 90 hour Fire Investigation class and is now certified with Division of Fire Safety as a Fire Investigator. He can start being used for investigations. I will begin working on the Division of Fire year-end report.

Yours in Fire Safety


Timothy Shannon
Fire Official



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

December Training Report

For the month of November, the Alliance conducted one training session, and the other two sessions were Battalion nights. The training session that was conducted as an alliance was on November 19th. This was our second annual live burn for the year. All members of our department have met the standard for live burn for 2019. For our 1st battalion night, the members performed training on SCBA in preparation for the upcoming live burn. During the SCBA training session all members performed a two-minute drill and a thirty second drill, which allowed members to improve upon their SCBA donning skills. On Saturday the 16th, Lindenwold Fire Department hosted a Gemtor training session at our outdoor training facility. Nine members from our department were issued new Gemtor belts. Safety & Survival conducted training for our firefighters, and firefighters from, Clementon, Berlin & Barrington. The instructors covered the usage and function of the new Gemtor equipment. The last training session of the month the companies met at battalion two. The topic for this session, was to review Tower Ladder 63 operation and deploy a garden lay off the engine/squad company. The alliance training officers also met this month and formulated our training schedule for the first four months of next year. The alliance training officers are in agreement, that on battalion training nights we make every effort to conduct training on the same topic. The training schedule now reflects this fact with topic for each battalion night now indicated on the schedule. During the month we cleaned up all the loose scraps of wood from the outdoor training area. Respectfully submitted
Training Officer Troy Bishop, Captain Anthony DiMitre and Captain Steven Burns.

November 19th

Lindenwold – 29

Clementon – 16

Laurel Springs - 13

CHIEFS REPORT

11/19/19 – 12/30/19

Calls for service – 92

Laurel Springs-5, Clementon-12, Erial-1, Voorhees-4, West Berlin-2, Winslow -1, Blackwood-1, Stratford -1

Fire Police- 3

12/4- Met with Firefighter Asquith regarding her membership.

12/5 – Met with Matt Mee from Chapman environmental regarding the phase 1 study at station 1

12/5 – Lindenwold Christmas parade well attended.

12/22 and 12/23- Santa around town

12/23- Apartment fire 4500 bldg Pines- Kitchen fire

New equipment put into service on the trucks

Working in the annual department dinner and the awards and extras involved

We have been invited to the Boro re-org meeting on January 2nd at boro hall.

On Jan 4th we have been invited to the Changing of Police Chiefs at boro hall.

We are starting to rollout January 1st the esafety online training.

There will be an officers meeting discussing roles and responsibilities for the year 2020 in a few weeks.

Myself and Chief Polifrone are working on putting together a program for a firefighter reentry program after being out on any extended physical injury. After meeting with JIF loss control Don Rupercht in November, we are incorporating this program in with training to ensure members are able to perform as expected when they return to duty.

Chapman environmental is supposed to issue the phase 1 report on Tuesday the 31st. I will disseminate to each commissioner when I receive it

As of the date of this report, this Department has responded to 1010 calls for service.

Respectfully submitted

Philip Beeler, Chief.

Resolution 2019-24
2020 ADOPTED BUDGET RESOLUTION

BOROUGH OF LINDENWOLD FIRE DISTRICT NO. 1

FISCAL YEAR: January 1, 2020 to December 31, 2020

WHEREAS, the Annual Budget for the Borough of Lindenwold Fire District No. 1 (the "Fire District") for the fiscal year beginning January 1, 2020 and ending December 31, 2020, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of December 30, 2019; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.) and

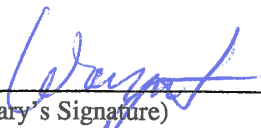
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,210,845, which includes amount to be raised by taxation of \$1,167,260, and Total Appropriations of \$1,210,845; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on December 30, 2019 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2020 and ending December 31, 2020, is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,210,845, which includes amount to be raised by taxation of \$1,167,260, and Total Appropriations of \$1,210,845; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.



 (Secretary's Signature)

12/30/19

 (Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Clifford S. Ruth				X
Richard J. Paul, Jr.	RC			
Raymond McManus	RM			
Wayne Hans	WH			
Frank Weindel	FW			

RESOLUTION

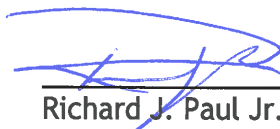
2019 - 25

ACCOUNTS PAYABLE

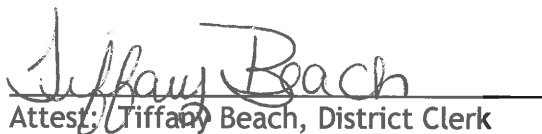
WHEREAS, The Board of Fire Commissioners desires to establish accounts payable to fund all expenditures for pending contracts of purchases and services from the year 2019 budget.

NOW THEREFORE, It is herein resolved and approved that an accounts payable account be and is hereby established for the 2019 budget by the Board of Fire Commissioners, in accordance with the attached schedule.

Dated: 12/30/2019



Richard J. Paul Jr., Vice Chairman



Attest: Tiffany Beach, District Clerk

RESOLUTION


2019 - 26

TEMPORARY BUDGET ADOPTION 2020

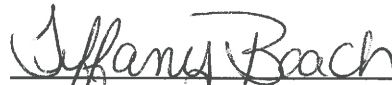
WHEREAS, N.J.S.A. 40A:14-78.17 directs that a Board of Fire Commissioners shall adopt a temporary budget when appropriations are to be made prior to the adoption of the budget.

NOW THEREFORE, It is herein resolved and approved that a temporary budget be and is hereby adopted by the Board of Fire Commissioners covering the period prior to the adoption of the budget by the voters, in an amount not to exceed 14% of the total appropriations made for all purposes in the budget for 2020 fiscal year, excluding appropriations for interest, debt redemption and capital improvements.

Dated: 12/30/2019



Richard J. Paul Jr., Vice Chairman



Attest: Tiffany Beach, District Clerk

RESOLUTION

2019 - 27


LINE ITEM TRANSFERS

WHEREAS, The Board of Fire Commissioners has determined the necessity of making end of the year line item transfers, and

WHEREAS, the laws of the State of New Jersey permits said transfers,

NOW THEREFORE, It is herein resolved and approved, that line item transfers, in accordance with the attached schedule and is hereby approved.

Date: 12/30/2019



Richard J. Paul Jr., Vice Chairman



Attest: Tiffany Beach, District Clerk

RESOLUTION

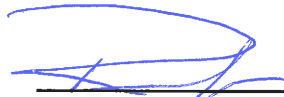
2019 - 28

ENCUMBRANCES

WHEREAS, The Board of Fire Commissioners desires to establish an encumbrance schedule to fund all expenditures for pending contracts of purchases and services from the year 2019 budget.

NOW THEREFORE, It is herein resolved and approved that an encumbrance account be and is hereby established for the 2019 budget by the Board of Fire Commissioners, in accordance with the attached schedule.

Dated 12/30/2019



Richard J. Paul Jr., Vice Chairman



Attest: Tiffany Beach, District Clerk

Lindenwold Fire District No. 1

2020 Proposed Budget

APPROPRIATIONS	2019 ²⁰²⁰	2019
Salaries	\$ 190,800	\$ 199,590
Fringe Benefits	48,935	54,042
Elections	1,750	1,500
Professional Services	46,000	45,500
Office Expense & Supplies	4,400	4,400
Utilities	32,100	32,100
Advertising	1,500	1,400
Payroll Service Fees	3,800	3,800
Rentals	221,250	216,500
Insurance	110,250	105,000
Maintenance & Repairs	110,850	110,850
Supplies	15,000	15,000
Training	16,500	16,500
Uniforms	13,525	9,525
SFSG Expenses	7,885	7,885
Fees - Medical/Screening	5,500	5,500
Volunteer Allowance	45,000	45,000
Other LEA Expenses	7,200	6,300
Promotion	10,500	9,500
Nonbondable Assets	92,200	86,200
Fire Prevention Materials	13,900	16,000
Capital Purchases	212,000	250,000
	\$ 1,210,845	\$ 1,242,092
Total Appropriations	\$ 1,210,845	\$ 1,242,092
REVENUES		
Unrestricted Fund Balance Utilized	\$ -	\$ 36,000
Sale of Assets		
Interest Income	2,000	50
FEMA Grant		
SFSG	7,885	7,885
UFSA Revenues	33,700	33,700
Amount to be Raised by Taxation	1,167,260	1,164,457
	\$ 1,210,845	\$ 1,242,092
Total Revenues	\$ 1,210,845	\$ 1,242,092
Tax Rate per \$100	\$ 0.197	\$ 0.197