

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

**Meeting Date:** May 16, 2022  
**Meeting Place:** Fire Administration Building  
**Meeting Called To Order:** 7:30pm  
**Members of Board Present:** **Chairman** – Richard J. Paul Jr.  
**Vice Chairman** – Tammy DeLucca  
**Secretary** – Frank Weindel  
**Treasurer** – Wayne Hans  
**Commissioner** – Richard E. Roach III  
**District Clerk** – Tiffany Beach  
**Solicitor** – David A. Capozzi

**Salute the Flag**

**Sunshine Law – Comm. Paul**

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. Paul**

All present.

**Minutes of the Previous Meeting – Comm. Paul**

**Comm. Paul:** At this time we do not have the minutes from last month to be approved. With the transition from the other office there just wasn't enough time to get them completed. They will be approved at our June meeting.

**Correspondence – Cl. Beach**

**Cl. Beach:** I am in the process of getting our audit set up in June. I also mailed out the 2<sup>nd</sup> round of invoices for the 2022 Fire Safety Registration fee.

**Treasurer's Report – Comm. Hans**

As of May 16, 2022

TD Bank General Checking	152,797.88
TD Bank Money Market Account	1,697,318.43
TD Bank Money Market Capital	2,567.16
TD Bank Payroll Checking	8,959.40
TD Bank LEA Dedicated Penalty	5,577.36
TD Bank LEA Trust Penalty	16,076.57
Petty Cash	200.00
Total Current Assets	1,883,496.80

Motion made by Comm. Weindel seconded by Comm. DeLucca to accept the Treasurer's Report as read. Any questions? (hearing none) Roll call vote, ayes have it.

**Payment of Bills – Comm. Hans**

**Comm. Hans:** In front of you, you have a list of 47 bills totaling \$89,173.79

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

Any questions? (hearing none) Roll call vote, ayes have it.

**COMMITTEE REPORTS**

**Administration / Personnel – Comm. DeLucca**

No report.

**Office of Fire Prevention – Comm. DeLucca**

**Comm. DeLucca:** The Fire Official's report for April 19th - May 16th 2022 was read aloud, a copy is attached to the minutes. Yours in Fire Safety, Fire Official Timothy.

**Apparatus – Comm. Paul**

**Comm. Paul:** Tires were put on the Fire Police Vehicle. Everything is in service. The turn signal on the ladder needs to be looked at. The new Chief's vehicle is in.

**Fire Department Equipment – Comm. Paul**

**Comm. Paul:** All of the equipment is good. We haven't ordered any new equipment.

**Turn-Out Gear – Comm. Paul**

**Comm. Paul:** We are waiting for the new sets of gear to come in that we ordered. I did get a list so we can finish up the members who still need gear.

**S.O.G.'s – Comm. Paul**

No report.

**Future Projects- Comm. Paul**

No report.

**Recruitment / Membership – Comm. Roach**

No report.

**Fixed Assets- Comm. Roach**

No report.

**Fitness Center – Comm. Roach**

No report.

**Insurance- Comm. Roach**

No report.

**Communications – Comm. DeLucca**

No report.

**Assist Personnel – Comm. DeLucca**

No report.

**Computers/ Social Media – Comm. DeLucca**

No report.

**Building Maintenance / Grounds – Comm. Hans**

**Comm. Hans:** I ordered the big numbers for this station here. Also, signs for the office so people know where to go for the office. I am going to put the screen on the office door here. I just need to take some measurements.

**Health & Safety – Comm. Hans**

**Comm. Hans:** First aid stations at Station 1 & 2 have been updated including current eyewash stations. There were a few backorder items we are waiting for. Once they come in I will get that taken care of.

**Hydrants / Water – Comm. Hans**

No report.

**Budget—Comm. Hans**

No report.

**Incentive program – Comm. Weindel**

No report.

**Duty Crew**

No report.

**Training Division- Comm. Weindel**

No report.

**Uniforms – Comm. Weindel**

**Comm. Weindel:** I've been to All Geared Up about 3 times, now that we have the policy in place. Members will have to go there on their own to get sized.

**Fuel – Comm. Weindel**

**Comm. Weindel:** The Wawa cards have been taken care of and distributed. I made a few calls to get it taken care of.

**Chief's Report – Chief Beeler**

**Chief Beeler:** The report was read aloud by Chief Beeler; a copy is attached to the minutes.

**President's Report – Comm. Paul**

Not present.

**Borough of Lindenwold – Councilman DiDomenico**

Not present.

**Solicitor – D. Capozzi**

No report.

**Resolutions – Comm. Paul**

**Resolution 2022-20** Authorizing Executive Session.

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

**Resolution 2022-21** Authorizing execution of an agreement with Phoenix Advisors as a financial advisor.

Motion made by Comm. Weindel, seconded by Comm. Roach as read. 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:** Any new business? (hearing none)

**Public Portion – Comm. Paul**

Motion made by Comm. Hans, seconded by Comm. Roach to open to the public.

All in favor, ayes have it.

Motion made by Comm. Roach, seconded by Comm. Weindel to close to the public.

All in favor, ayes have it.

**Open to Commissioners – Comm. Paul**

**Comm. Hans:** I went Saturday to the business thing at the high school. Just to get businesses together. It was from 9- 11.

**Comm. Paul:** I know the Lindenboro Chargers is doing another football game with the fire department in June. Someone approached me to see if we could get a plaque for them and possibly getting some hotdogs and grilling for them after the event.

**Closed Session – Comm. Paul**

N/A

**Adjourn - Comm. Paul**

Motion made by Comm. Roach, seconded by Comm. DeLucca to adjourn the meeting at 7:47 pm.

All in favor, ayes have it.

	<u>May 16, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>1000 · CASH</b>	
1010 · TD Bank General Checking	152,797.88
1011 · TD Bank Money Market Acco...	1,697,318.43
1013 · TD Bank Money Market Capital	2,567.16
1020 · TD Bank Payroll Checking	8,959.40
1030 · TD Bank LEA Dedicated Pen...	5,577.36
1040 · TD Bank LEA Trust Penalty	16,076.57
1090 · Petty Cash	200.00
	<hr/>
<b>Total 1000 · CASH</b>	1,883,496.80
	<hr/>
<b>Total Checking/Savings</b>	1,883,496.80
	<hr/>
<b>Total Current Assets</b>	1,883,496.80
	<hr/>
<b>TOTAL ASSETS</b>	<b>1,883,496.80</b>
	<hr/> <hr/>
<b>LIABILITIES &amp; EQUITY</b>	0.00

**RESOLUTION 2022-20**

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

**Resolution to Authorize Executive Session at 05/16/2022 meeting**

WHEREAS, matters have come before the Board of Fire Commissioners as follows: future projects.

WHEREAS, the Open Public Meetings Act permits Executive Session to discuss said matters; Legal Updates/Contract Negotiations for the proposed new fire station.

NOW, THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners shall meet in Executive Session on 05/16/2022 at 7:000 pm or soon thereafter as the Board directs as part of its meeting to discuss said matters. Such Executive Session in connection with Legal Updates/Contract Negotiations for the proposed new fire station 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 Executive 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: 05/16/2022



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Richard Paul Jr. Chairman



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Attest: Tiffany Beach, District Clerk



2022 - 21  
AGREEMENT  
for

**INDEPENDENT REGISTERED MUNICIPAL ADVISOR SERVICES**

**THIS AGREEMENT**, valid for the calendar year noted above, (the "Agreement") by and between Lindenwold Borough Fire District No. 1, 801 Scott Avenue, Lindenwold, NJ 08021 (the "Issuer"), and Phoenix Advisors, LLC, 625 Farnsworth Avenue, Bordentown, New Jersey 08505 ("Phoenix Advisors"), for the provision of municipal advisory services.

**WITNESSETH:**

**WHEREAS**, the Issuer needs to engage the professional services of a municipal advisory firm to advise the Issuer in connection with, inter alia, the issuance of bonds and/or notes and other matters relating to fiscal management; and

**WHEREAS**, Phoenix Advisors, being duly registered as a Municipal Advisor with the Securities and Exchange Commission (the "SEC") and the Municipal Securities Rulemaking Board (the "MSRB"), provides professional municipal advisory services and has heretofore been appointed by the Issuer to be its Independent Registered Municipal Advisor ("IRMA") and to offer such municipal advisory services as may be requested until the expiration of this Agreement, as defined in Section 2 herein; and

**WHEREAS**, the parties desire to set forth herein the terms and conditions under which Phoenix Advisors will provide such services to the Issuer.

NOW, THEREFORE, THE PARTIES HERETO, IN CONSIDERATION OF MUTUAL COVENANTS HEREIN CONTAINED AND OTHER GOOD AND VALUABLE CONSIDERATION, EACH INTENDING TO BE LEGALLY BOUND, HEREBY AGREE AS FOLLOWS:

**Section 1 – INDEPENDENT REGISTERED MUNICIPAL ADVISOR**

- I. Under the Dodd-Frank law, the SEC requires that any person or entity that provides advice concerning municipal securities issuance be licensed and regulated by the SEC and the MSRB to provide any such advice.
    - i. Professionals providing advice to the Issuer must hold a Municipal Advisor Series 50 license. Additionally, persons supervising the provision of municipal securities advice must possess a Series 54 Municipal Principal license.
    - ii. Phoenix Advisors professionals are Series 50 licensed and, as appropriate, a Series 54 license. Importantly, all licensees are subject to a continuing education protocol.
    - iii. Under the SEC and MSRB regulation, the Municipal Advisor owes a Fiduciary Obligation to the Issuer.
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## **Section 2 – COMPENSATION**

- I. The Issuer will compensate Phoenix Advisors for its debt issuance municipal advisory services, as set forth below:
  - ❖ Bond Issuance:
    - \$1.00 per \$1,000 bonds issued (minimum of \$11,500)
  - ❖ Lease-Purchase Financing:
    - All-inclusive fee of \$9,500

## **Section 3 – AGREEMENT TERM AND CONDITIONS**

- I. Phoenix Advisors nor any individual representing Phoenix Advisors possess any authority concerning any decision of the Issuer or any official of the Issuer beyond the rendition of information or advice. Phoenix Advisors is not legal counsel nor an accountant and is not providing legal or accounting guidance. None of the services contemplated in this Agreement shall be construed as legal services or a substitute for legal services. The Issuer hereby acknowledges its responsibility concerning federal securities laws and represents its intention to comply in all respects with federal securities laws.
- II. This Agreement is subject to annual renewal and may be terminated by either the Issuer or Phoenix Advisors upon thirty (30) days' prior written notice.
- III. This Agreement shall be governed by the laws of the State of New Jersey.



## EXHIBIT III – MSRB REQUIRED DISCLOSURES

- The MSRB's website is [www.msrb.org](http://www.msrb.org) and the link for the Municipal Advisor Client Brochure is: <http://msrb.org/~media/files/resources/msrb-ma-clients-brochure.ashx>
- SEC forms MA and MA-I are available for inspection on the SEC's EDGAR website at: [www.sec.gov/edgar/searchedgar/companysearch.html](http://www.sec.gov/edgar/searchedgar/companysearch.html)
- There are no legal or disciplinary events concerning Phoenix Advisors, LLC, our management or advisors filed on any Form MA or Form MA-I filed with the SEC.

Phoenix Advisors, LLC, is a municipal advisor duly registered with the Securities and Exchange Commission ("SEC") and the Municipal Securities Rulemaking Board ("MSRB"). We provide municipal advisor services to clients that may be related to or overlap with other municipal issuer clients. We are aware of no conflict(s) of interest precluding us from fulfilling our fiduciary duty on any transaction for which Phoenix Advisors is engaged. Should we become aware of any conflict, we would immediately inform the affected parties.

Phoenix Advisors, LLC, offers a variety of services, including but not limited to Municipal Advisor services, Consulting, and Post-Issuance Compliance services. There could be the appearance of potential conflicts of interest in cross-selling services. Phoenix Advisors mitigates any perceived conflict by adhering to a high standard of suitability for any service rendered to our clients. We also clearly disclose that there is no contingency requiring a client to accept multiple services.

Phoenix Advisors has a fiduciary obligation to put your interests ahead of ours, and we take this obligation seriously. We maintain policies and procedures to uphold our standards. Our internal compliance protocol dictates regular reviews of client transactions for compliance with all applicable MSRB rules. Under the same MSRB rules, all municipal advisors are required to provide to clients written documentation of their municipal advisory relationships with clients. You have received a written agreement or addendum to an agreement that includes a scope of services to be provided by Phoenix Advisors, and details the fees for these services.

The MSRB believes that certain forms of compensation may create the potential for the appearance conflicts of interest. Compensation may vary depending upon the nature of the engagement and requirements of the client. The MSRB requires that we provide information concerning forms of compensation and their potential to cause conflicts of interest. Various forms of compensation include:

**Fixed fee.** Under a fixed fee form of compensation, the municipal advisor is paid a fixed amount established at the outset of the transaction. The amount is typically based upon an analysis by the client and the advisor of the expected duration and complexity of a transaction and the scope of work that the advisor will perform. In the view of the MSRB, this form of compensation may present a potential conflict of interest because the advisor may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternative financing options.

**Hourly fee.** Under an hourly fee form of compensation, the municipal advisor's fee is based upon the number of hours worked by the advisor. Hourly rate compensation may present a potential conflict of interest if the client and the advisor do not agree on a reasonable maximum number of hours at the outset of the engagement because the advisor does not have a financial incentive to recommend alternatives that would result in fewer hours worked.

**Fees contingent upon the completion of a financing or other transaction.** Under a contingent fee form of compensation, payment of an advisor's fee is dependent upon the successful completion of a financing or other transaction. Although this form of compensation may be customary for the client, it presents a potential conflict because the advisor may have an incentive to recommend unnecessary financings or financings that are disadvantageous to the client.

**Fees based upon the par value of a transaction.** Under this form of compensation, the municipal advisor's fee is based upon a percentage of the principal amount of an issue of securities. This form of compensation may incent the municipal advisor to recommend that the client increase the amount of the issue unnecessarily to increase the advisor's fee.


**Fees paid under a retainer agreement.** Under a retainer agreement, fees are paid to a municipal advisor periodically, e.g., monthly, and are not contingent upon the completion of a financing or other transaction. Fees paid under a retainer agreement may be calculated on a fixed fee basis, e.g., a fixed fee per month regardless of the number of hours worked, or an hourly basis, e.g., a minimum monthly payment, with additional amounts payable if a certain number of hours worked is exceeded. This form of fee arrangement, if not all-encompassing, might include some or all of the potential conflicts described above.

**If you have any questions about your relationship with Phoenix Advisors,  
call your Municipal Advisor professional at 866-291-8180.**



IN WITNESS WHEREOF, The Issuer and Phoenix Advisors have caused this Agreement to be duly executed by its authorized representative, as of the day and year first above written.

LINDENWOLD BOROUGH FIRE DISTRICT NO. 1

By:  \_\_\_\_\_

PHOENIX ADVISORS, LLC

By:  \_\_\_\_\_  
David B. Thompson, Chief Executive Officer

# FIRE MARSHAL'S REPORT

05/16/2022

April 19, 2022 to May 16, 2022

## Inspections Completed:

Authentic Smiles  
Paverart  
Green Lawn Fert  
International Welding  
Paz- Deli  
Action Graphics  
J.A. Hoeflinger  
Colossal Sports  
Micciche's Florist  
Lindenwold Moose  
Strongest Version

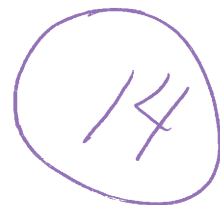
Oak Run Apartments  
Country Pet Lodge  
Prime Storage  
Lindenwold Public Library  
Timber Ridge Apartments  
Pullella Pizza  
Spruce Apartments  
AG Berenato Construction  
Animal Adoption  
Lindenwold EMS Building



## Re- Inspections

Bienestar Pharmacy  
El Rodeo Gift  
Quick Food Market  
Nutrition Today  
Dalvin's 2 Barber Shop  
Nichols News  
Taqueria La Villita

Pat's Pizza  
LXII Boutique  
Metro by T- Mobile  
Crown Chicken and Grill  
El Pubilito Market  
Lindenwold .99 cent store  
Don Tequila Bar



Complaints Received 0

# CHIEFS REPORT

4/19 TO 5/15

Calls for service – 69

Clementon-12, West Berlin-4, Voorhees -4, Atco-2

5/4 Sqrts flew flag for Lindenwold baseball parade

5/5 MVA rescue -353 Blackwood Clementon Rd

5/10 Tower flew flag at Mansions in Voorhees for Veterans service

The go live date for the new reporting system is June 1<sup>st</sup>. We are not required to do anything other than learn the new system.

## Training-

4/19 – PS TRAX training

4/26- Large area search

5/3- Fire Hose streams

5/10 Vehicle stabilization

Respectfully submitted

Philip Beeler, Chief.