

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

**Meeting Date:** October 16, 2023  
**Meeting Place:** Fire Administration Building  
**Meeting Called to Order:** 7:30pm  
**Members of Board Present:** **Chairman** – Richard J. Paul Jr.- excused  
**Vice Chairwoman** – Tammy DeLucca  
**Secretary** – Frank Weindel  
**Treasurer** – Wayne Hans - excused  
**Commissioner** – Richard E. Roach III  
**District Clerk** – Tiffany Beach  
**Solicitor** – David A. Capozzi

**Salute the Flag**

**Sunshine Law – Comm. DeLucca**

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. DeLucca**

Comm. Roach, DeLucca and Weindel are present. Comm. Hans and Paul are excused.

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

Motion made by Comm. Roach seconded by Comm. Weindel to approve the Board meeting on September 18, 2023 minutes as they are available to the public upon request. Any questions? (hearing none) All in favor, ayes have it.

Motion made by Comm. Weindel seconded by Comm. Roach to approve the budget meeting on October 02, 2023 minutes as they are available to the public upon request. Any questions? (hearing none) All in favor, ayes have it.

**Correspondence – Cl. Beach**

N/A

**Treasurer’s Report – Comm. Roach**

As of October 16, 2023

TD Bank General Checking	161,148.77
TD Bank Money Market Account	1,234,159.74
TD Bank Money Market Capital	2,570.02
TD Bank Payroll Checking	13,177.47
TD Bank LEA Dedicated Penalty	5,578.36
TD Bank LEA Trust Penalty	16,057.00
NJ ARM	2,000,000.00
Petty Cash	200.00
Total Current Assets	3,431,891.36

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. Roach**

**Comm. Roach:** In front of you, you have a list of 47 bills totaling \$38,519.26.

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 September 19th - October 16, 2023 was read aloud, a copy is attached to the minutes. Yours in Fire Safety, Fire Official Timothy.

**Apparatus – Comm. DeLucca**

**Comm. DeLucca:** Ladder 63 had a pin replaced in the front leaf spring and is now is back in service. Sqrt 63 has a pump panel gauge replaced. Engine 63 was at the Borough to have an issue fixed with the turbo.

**Fire Department Equipment – Comm. DeLucca**

**Comm. DeLucca:** No issues. We'll be looking for new or replacement equipment to finish up the line for the year.

**Turn-Out Gear – Comm. DeLucca**

**Comm. DeLucca:** Had some repairs done on gear that is now returned and back in service. Still waiting for some helmets that are back ordered.

**S.O.G.'s – Comm. DeLucca**

**Comm. DeLucca:** Policies 1306 (Drivers Training), and 1216 (Vehicle Policy) along with OG's (Operating Guidelines) 2412 and 2506 were updated and reviewed.

**Future Projects- Comm. DeLucca**

**Comm. DeLucca:** The committee and architect introduced the plans for the new building at fire prevention on Wednesday night October 11th. Committee hopes to meet with other town officials and groups to get a positive vote in February to move forward. We will be getting a firm number of the cost very soon. If any member of the department is approach about the new building please have them contact Chief Beeler, Deputy Chief Polifrone, or Commissioner Paul. Also some of the social media groups in town posted information about the new building, so please don't comment on any post that is out there.

**Recruitment / Membership – Comm. Roach**

No report.

**Fixed Assets- Comm. Roach**

No report.

**Insurance- Comm. Roach**

No report.

**Fitness Center – Comm. Roach**

No report.

**Assist Personnel – Comm. DeLucca**

No report.

**Communications – Comm. DeLucca**

No report.

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

No report.

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

No report.

**Health & Safety – Comm. Hans**

**Comm. DeLucca:** On behalf of Commissioner Hans, the physicals are set up for October 2th beginning at 4:00 here. I will send out an email with everyone's times this week.

**Hydrants / Water – Comm. Hans**

No report.

**Budget—Comm. Hans**

No report.

**Incentive program – Comm. Weindel**

No report.

**Duty Crew- Comm. Weindel**

No report.

**Training Division- Comm. Weindel**

No report.

**Fuel – Comm. Weindel**

No report.

**Uniforms – Comm. Weindel**

**Comm. Weindel:** John from Action Uniform will be at Station 1 on the 24<sup>th</sup> at 5pm for one final fitting.

### **Chief's Report – Chief Beeler**

**Chief Beeler:** 83 calls for the month 3 of them were for the SARS team. Zach Smith successfully completed his probationary period. FM office will be at the schools' tomorrow for a fire prevention presentation. The Christmas parade is December 1<sup>st</sup>. Trunk or Treat is set up for October 28<sup>th</sup>. Fire Prevention went very well in my opinion. Talking to other towns, I think we had a great turn out. Some equipment will be ordered to finish up the year.

### **President's Report – Comm. DeLucca**

Not present.

### **Borough of Lindenwold – Councilman Morrissey**

**Councilman Morrissey:** Last meeting, you were talking about the banquet and the cost?

**Chief Beeler:** We are still looking into this. We are either going to cut the list down some more, or if it is too expensive we aren't going to take a different route.

**Councilman Morrissey:** I know it is preliminary still, have you sent approval to get funds for the new fire house for the February election?

**Comm. DeLucca:** At this point, we don't have an exact fund amount. We haven't determined it yet.

**Councilman Morrissey:** Are grants going to be looked into?

**Comm. DeLucca:** I know they have looked into several things. Chairman Paul is on the committee with this. I don't have that info yet, as I am not on the committee.

### **Solicitor – D. Capozzi**

No report.

### **Resolutions – Comm. DeLucca**

**Resolution 2023-26** First Responder Joint Insurance Fund for Renewal of Membership

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

**Resolution 2023-27** To accept the completion of audit dating from 2022.

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

**Resolution 2023-28** Resolution to adopt policies and procedures of Lindenwold Fire District No1. With Reference to

Policy Number 1215, 1306, 2506, 2412, copy in file.

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

### **Old Business – Comm. DeLucca**

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

### **New Business – Comm. DeLucca**

**Comm. DeLucca:** Any new business?

### **Public Portion – Comm. DeLucca**

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

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

### **Open to Commissioners – Comm. DeLucca**

**Comm. Weindel:** I just wanted to say thank you to the Bureau of Fire Prevention's office for Fire Prevention. There is a lot of behind the scenes work that goes into that day.

**Comm. Roach:** I forgot to add we did give out two applications that night, to a father and son. We also had a few people sign up for smoke detectors as well.

**Comm. DeLucca:** I think it was a great turn out. The kids were really appreciative and polite.

### **Closed Session – Comm. DeLucca**

N/A

### **Adjourn - Comm. DeLucca**

Motion made by Comm. Roach, seconded by Comm. Weindel to adjourn the meeting at 7:43pm.

All in favor, ayes have it.

	<u>Oct 16, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>1000 · CASH</b>	
1011 · TD Bank Money Market Acco...	1,234,159.74
1013 · TD Bank Money Market Capital	2,570.02
1015 · General Checking 3	161,148.77
1016 · Investment NJ ARM	2,000,000.00
1020 · TD Bank Payroll Checking	13,177.47
1030 · TD Bank LEA Dedicated Pen...	5,578.36
1040 · TD Bank LEA Trust Penalty	15,057.00
1090 · Petty Cash	200.00
	<hr/>
<b>Total 1000 · CASH</b>	3,431,891.36
	<hr/>
<b>Total Checking/Savings</b>	3,431,891.36
	<hr/>
<b>Total Current Assets</b>	3,431,891.36
	<hr/>
<b>TOTAL ASSETS</b>	<b>3,431,891.36</b>
	<hr/> <hr/>
<b>LIABILITIES &amp; EQUITY</b>	0.00

# FIRE MARSHAL'S REPORT

**10/16/2023**

**September 19, 2023 to October 16, 2023**

## **Inspections Completed:**

Spruce Apartments  
Bethany Harvest Hall  
Bethany Soar Learning  
Chadwick Village Apartments  
Lindenwold Board of Ed

9

Tumabeth African Hair  
Bethany Sanctuary  
Oak Ridge Apartments  
Emerald Ridge Apartments

## **Re- Inspections:**

Conoco Gas Station  
Lynne brook Garden

3

Chews Landing Cleaners

## **Complaints Received 1**

10/12/2023 The Greens Apartments for propane and charcoal grills on the decks.  
Management notified.

## **Imminent Hazard 0**

## **Requested Response 0**

## **Civilian Burn Report 0**

## **Permits 1**

10/01/2023 US Food Market Propane Exchange

## **Fire Report Requests: 0**

## **Information to Fire District Commissioners**

If any resident is in need of a smoke alarms, this office will install free of charge.  
We have received \$ 23,840.00 in Non – Life Hazard fees and \$1,732.00 Permit fees since April 1 2023 and \$13,563.24 for Life Hazard Fees from the Division of Fire Safety for 2023. Our fire prevention open house was a success. We had a

2023-26

**FIRST RESPONDER JOINT INSURANCE FUND  
RESOLUTION FOR RENEWAL OF MEMBERSHIP**

**WHEREAS**, the **Lindenwold BOFC Dist. #1**, hereafter referred to as "**Local Unit** " is a member of the **FIRST Responder Joint Insurance Fund**, hereinafter referred to as "**Fund**"; and

**WHEREAS**, said renewal membership terminates as of January 1, 2024 at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Local Unit** and the **Fund**; and

**WHEREAS**, the **Local Unit** is afforded the following types of coverages:

- ⊕ Workers' Compensation
- ⊕ Package (property, boiler & machinery, crime, auto & general liability)
- ⊕ Management Liability
- ⊕ Excess Liability
- ⊕ Auto & General Liability
- ⊕ Environmental Impairment Liability

**WHEREAS**, the **Local Unit** desires to renew said membership.

**NOW THEREFORE, BE IT RESOLVED** as follows:

1. The **Local Unit** agrees to renew its membership in the **Fund** for a period of three years beginning January 1, 2024, and ending January 1, 2027 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or the Department of Banking and Insurance.
2. The **Local Unit** agrees that as a member of the **FIRST Responder Joint Insurance Fund** the **Local Unit** must purchase all types of coverages offered by the **Fund** which are applicable to the **Local Unit**.
3. The **Local Unit** hereby appoints Richard Roach as the **Local Unit** 's Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the **Fund** the **Local Unit** 's renewal of its membership.

This Resolution agreed to the 16 day of October, 2023, by a vote of:

<input checked="" type="checkbox"/> Affirmative	<input type="checkbox"/> Abstain
<input type="checkbox"/> Negative	<input type="checkbox"/> Absent

By: RE [Signature]

RESOLUTION

2023-27

WHEREAS, N.J.S.A. 40A:5A-5 requires the governing body of each Fire District to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended 2022 has been completed and filed with the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17, requires the governing body of each District to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member there of has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A.40A:5A-17.

NOW, THEREFORE BE IT RESOLVED, that the governing body of the Lindenwold Fire District No 1 hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended 2022, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON October 16, 2023

Beach  
Secretary

10/16/2023  
Date

**Apparatus:** Ladder 63 had a pin replaced in the front leaf spring and is now is back in service. Sqrut 63 has a pump panel gauge replaced. Engine 63 was at the boro to have an issue fixed with the turbo.

**Fire Department Equipment :** No issues. Start looking for new or replacement equipment to finish up the line item money.

**Turnout Gear:** Had some repairs done on gear that is now returned and back in service. Still waiting for some helmets that are back ordered.

**SOG'S:** Policies 1306 (Drivers Training), and 1216 (Vehicle Policy) along with OG's (Operating Guidelines) 2412 and 2506 were updated and reviewed. Need to vote on these changes under New Business.

**Future Projects:** The committee and architect introduced the plans for the new building at fire prevention on Wednesday night October 11th. Committee hopes to meet with other town officials and groups to get a positive vote in February to move forward. We will be getting a firm number of the cost very soon. If any member of the department is approach about the new building please have them contact Chief Beeler, Deputy Chief Polifrone, or Commissioner Paul. Also some of the social media groups in town posted information about the new building, so please don't comment on any post that is out there.