

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

Meeting Date: May 18, 2015
Meeting Place: Fire Administration Building
Meeting Called To Order: 7:40pm
Members of Board Present: **Chairman** – Clifford Ruth
Vice Chairman – Richard Paul, excused
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

Comm. McManus, Hans, Weindel and Ruth present. Comm. Paul is excused he's in Atlantic City.

Minutes of the Previous Meeting – Comm. Ruth

Motion made by Comm. McManus, seconded by Comm. Weindel to approve the 4/20/15 minutes as they are available to the public upon request. Any questions? (hearing none) All those in favor, ayes have it. Comm. Hans abstained.

Correspondence – Cl.Crockett

Cl.Crockett: Letters were sent and received regarding the group life insurance, accident and sick policy, and the Audit. We also have the Audit resolution and the Group Affidavit tonight to sign and send to Trenton.

Comm. Ruth: Any other correspondence? (hearing none)

Treasurer's Report – Comm. McManus

As of 05/18/15:

TD Bank General Checking	45,312.63
TD Bank Money Market Account	481,448.96
TD Bank Money Market Capital	440,759.26
TD Bank Payroll Checking	30,583.51
TD Bank LEA Dedicated Penalty	9,998.05
TD Bank LEA Trust Penalty	15,024.18
Petty Cash	200.00
Total Current Assets	1,023,326.59

Motion made by Comm. Weindel, seconded by Comm. Hans 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 43 bills totaling \$33,496.87.

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

Sale of Assets – Comm. McManus

No report.

Communications – Comm. McManus

Comm. McManus: We just got the warranty for all the radios that we more or less forgot about, that's a little bit over \$3,000. I do have the money in the radio line item to take care of that. The warranty is up at the end of June, so we're going to have to address it by the June meeting. I did call them, but they never got back to him or we could have paid it tonight.

Apparatus – Comm. McManus

Comm. McManus: All the PM's are done. It's a pretty long list of items that have to be worked on, so you're probably going to see some mechanics around the buildings getting that straightened out.

Mike and I went up to Harrisburg on Friday and sat down with an engineer and Skip. We looked at the cabs and we picked out what cab we'll have on the truck and just went over some odds and ends. I told him I wanted to have it ordered by September, and he said no problem.

EFA Nolan: They're just figuring out how they're going to attach the boom to the truck. It's one of the last things boom-wise that they haven't concluded yet.

Comm. Ruth: Very good.

Computers – Comm. McManus

Comm. McManus: We had a problem with the laptop in the Ladder. Justin had to put a new power supply in it. That's back up and running. That's pretty much it.

Assist Personnel – Comm. McManus

No report.

Budget – Comm. McManus

No report.

Insurance – Comm. Weindel

Comm. Weindel: Kathy gave me the letter that the \$10,000 life insurance was paid for Bill Lentz. That's all I have.

Incentive Program – Comm. Weindel

No report.

Uniforms – Comm. Weindel

No report.

Fuel – Comm. Weindel

No report.

Building Maintenance / Grounds – Comm. Hans

Comm. Hans: The shrubs over by the office that died out that Quality did replace them. There was no charge on that, it was covered under warranty. I want to see about getting the grass cut, talk to Frank about that and get that squared away.

Health & Safety – Comm. Hans

Comm. Hans: I did order the eye cartridges, they were not in stock for Station 1. I followed up with him today but he did not get back to me. They should be in by now, so as soon as they come in we will install them. At the same time they're installed, we'll look at the First Aid kits for Station 1.

EFA Nolan: Same guy?

Comm. Hans: Yeah, same guy.

EFA Nolan: Give him my number and tell him to call me and I'll meet him.

Comm. Hans: Alright 1, 2 and 3 and we'll see what's outdated. I was talking to Craig at Station 1 and they'll be taken care of at the same time. Other than that, that's all I have. Thank you.

Fixed Assets – Comm. Hans

No report.

Hydrants / Water – Comm. Hans

No report.

Fitness Center – Comm. Paul

Comm. Ruth: A report was submitted by Comm. Paul as follows:

A new sub panel and lights were installed in the maze portion of the gym. They also repaired the outlets that were installed last year. This also corrected the issues they were having with the outside lights. Squirrels were found in the maze area of the gym and they were eating the wires. Joe Weber set traps up and caught 4. He also found ants in maze area and it was sprayed. They'll keep an eye for more of the ants and they'll spray again if it's needed.

Fire Department Equipment – Comm. Paul

New batteries have arrived and were issued to Station 1 & 2 for the Scott air paks. Flow testing was completed on all the Scott air paks and all have passed. Some of the back brace fabric is starting to wear through and making them flammable. They were replaced and were also covered under warranty. The warranty is good for another year. He'd like everybody to keep an eye on the back braces.

Turn-Out Gear – Comm. Paul

Comm. Ruth: New boots came in for Ff. Cantiello.

Recruitment / Membership – Comm. Paul

Comm. Ruth: Rich Zimmerman's application is in and we're waiting for him to get a NJ Driver's License before we can continue the process.

Respectfully submitted, Rich Paul, Commissioner

Administration / Personnel – Comm. Ruth

No report.

Training Division – Comm. Ruth

Comm. Ruth: The Training report for April 2015 was read aloud, a copy is attached to the minutes.

Respectfully submitted; Steve Schwegel, Jr. & Justin Mastalski, Training Division.

Office of Fire Prevention – Comm. Ruth

Comm. Ruth: The Fire Official's report for 04/20/15 -05/18/15 was read aloud, a copy is attached to the minutes. For better Fire Protection; Michael Nolan - Fire Official, Michael Brezee & Timothy Shannon - Fire Prevention Specialists.

Comm. Weindel: Mike, you can write tickets now in the fire zone?

EFA Nolan: I've got to send out paperwork to the complexes first, but part of the resolution is, because they're private property they have to give me permission to do it and know all the complexes will do them. Liebermann, the one place we have a problem with, Linden Towne Center, he already said as soon as I get the form to him, he'll sign it and send it back, because that's where...

Comm. Weindel: They have to authorize you to do it?

EFA Nolan: It's actually a complaint. It's not a Title 39 ticket, it's a municipal complaint.

Comm. Weindel: OK, and that includes a fee right, for the ticket?

EFA Nolan: Yeah, but we're not getting nothing, it's going to the Borough. I'm not worried about the money, I...

Comm. McManus: I still don't know how that changed.

Comm. Ruth: I don't have anything else at this time.

Executive Fire Administrator's Report – E.F.A. Nolan

EFA Nolan: The "After the Fire" presentation, Ray was there, it went very well. You could see the students really got a lot out of it. Pine Hill's Principal, our Principal really thought it was great and actually bought the DVD and video afterwards. So it's something I'm going to look to budget as long as our budget passes I told them I'll look to budget it. The guys guarantee me they won't up the price which is \$750 for Fire Departments. They're going to try and put money in because we ended up having to pay \$150 for the buses and because it ended up being four buses instead of two, the Company was going to donate to us. They're going to try and put that money in their budget for buses and that way we just pay the \$750. But you watch those kids and the questions they answered, it hit home, so I was happy with that. And the little news piece by Channel 10 was good to. The report was read aloud by EFA Nolan, a copy is attached to the minutes.

President's Report – Comm. Ruth

Comm. Ruth: President's Report? (no President's)

Solicitor – R. Tavani

Sol.Tavani: We have Resolution 2015-13 which is the approval of the Audit. All Commissioners should have reviewed the Audit submitted by the Auditors, and I would ask for action on this tonight Mr. Chairman. I also suggested a Closed Session in reference to an issue regarding The Village at Laurel Creek. We'll do that after the Resolution. I have nothing else.

Resolutions – Comm. Ruth

Comm. Ruth: Resolution **2015-13** Resolution for the 2014 Audit to go up to the Division of Local Government Services.

Motion made by Comm. McManus, seconded by Comm. Weindel. Any questions? (hearing none)

Roll call vote, all yes.

Comm. Ruth: I also have the Group Affidavit that will have to be signed by everybody tonight. There is no action on the Affidavit that everybody has to sign, correct?

Sol.Tavani: Correct.

Comm. Ruth: OK, there are no other Resolutions.

Old Business – Comm. Ruth

Comm Ruth: Old Business? (hearing none)

New Business – Comm. Ruth

Comm. Ruth: New Business? (hearing none)

Public Portion – Comm. Ruth

Motion made by Comm. McManus, seconded by Comm. Weindel to open to the Public. All in favor, ayes have it. (there is no public)

Motion made by Comm. McManus, seconded by Comm. Weindel. All in favor, ayes have it.

Open to Commissioners – Comm. Ruth

Comm. Weindel: It was a good turnout tonight for Gio's homecoming. It was really nice time for the people over there.

Closed Session – Comm. Ruth

Comm. Ruth: Can I have a motion to go into Closed Session.

Sol.Tavani: In reference to The Village at Laurel Creek and the Fire Safety Registration.

Motion made by Comm. McManus, seconded by Comm. Weindel. All in favor, ayes have it.

Motion made by Comm. McManus, seconded by Comm. Weindel to come out of Closed Session.

All in favor, ayes have it.

Comm. Ruth: At this time we're back in regular session and after Closed Session Sol.Tavani will handle the Closed Session with the Village at Laurel Creek for us. Does anybody have anything else? (hearing none)

Adjourn - Comm. Ruth

Motion made by Comm. Hans, seconded by Comm. McManus to adjourn the meeting at 8:03pm.

All those in favor? Ayes have it.

3:33 PM
05/18/15
Accrual Basis

Lindenwold Fire District No.1
Treasurer's Report
As of May 18, 2015

	May 18, 15
ASSETS	
Current Assets	
Checking/Savings	
1000 · CASH	
1010 · TD Bank General Checking	45,312.63
1011 · TD Bank Money Market Acco...	481,448.96
1013 · TD Bank Money Market Capital	440,759.26
1020 · TD Bank Payroll Checking	30,583.51
1030 · TD Bank LEA Dedicated Pen...	9,998.05
1040 · TD Bank LEA Trust Penalty	15,024.18
1090 · Petty Cash	200.00
Total 1000 · CASH	1,023,326.59
Total Checking/Savings	1,023,326.59
Total Current Assets	1,023,326.59
TOTAL ASSETS	1,023,326.59
LIABILITIES & EQUITY	0.00

LINDENWOLD FIRE DEPARTMENT

TRAINING DIVISION

To: Commissioner Ruth
From: Training Division
Date: 05/18/2015
Re: April Training Report

Department Training

- April 14, 2015
 - Topic: Burn building (Live Fire evolutions)
 - Instructor: Training officer Schwegel
 - Students: 17
 - Hours: 4
- April 21, 2015
 - Topic: Battalion Night
- April 28, 2015
 - Topic: Firefighter Challenge
 - Instructors: Training officer Mastalski
 - Students: 16
 - Hours: 3

Respectfully Submitted,

Steve Schwegel Jr
Justin Mastalski

LINDENWOLD BUREAU OF FIRE PREVENTION

2201 BANGOR AVENUE
LINDENWOLD, NEW JERSEY, 08021
856-346-0935
(Fax) 856-346-3638

5/18/15

FIRE MARSHAL'S REPORT

April 20, 2015 / May 18, 2015

Inspections Completed to date:

1. Laurel Self Storage
2. Changing faces hair salon
3. Tajas Bar & grill
4. Burkhardts Cabinets
5. Laurel & Coe
6. Wawa Chews Landing
7. Crown Fried Blackwood Clementon and Gibbsboro
8. Dynamic Endeavors, LLC
9. Hair by Rosane
10. MJF Materials LLC (Trucking)
11. MJF Materials LLC (Fuel Pumps)
12. Pullella Pizza

Re - Inspections pending:

1. Birches / Quail Run
2. Lynnbrook Gardens

Complaints: Received: 2 Complaints: Resolved: 2 Imminent Hazards: 0

Requested Response: 0 Time Extensions: 0 Civilian Burn Reports: 0

Permits Issued: Type I 1 Type II 0

Penalties Issued:

1. Arron's Furniture and Electronics
issued penalty for trash on
loading dock \$2,000.00

Correspondences: N/A

Comments to District Commissioners:

1. Fixed Smoke detector for Flax Brooke at 2407 S. Cuthbert Dr. 4/22/15
2. Attended Five County Fire Marshals meeting 4/23/15
3. Complaint and Inspection Arron's Furniture and Electronic 4/23/15
4. Investigate a complaint of a Motorcycle being parked in the fire lane and too close to the apartments 503 Kingsrow Apartments. Motorcycle was moved by the resident. 4/30/15
5. Prepared and mailed late notices for non-life hazard invoices 5/1/15
6. Meeting with Craig about Borough hall and Police Department LH registrations 5/1/15
7. Inspection of tents for LaEsperanze 5/5/15
8. Meeting with Police Chief Brennan, fire zones. Issued two complaint books. 5/5/15
9. Received call from Lindenwold Middle School Resource Officer Burlap about two students caught using a lighter and aerosol can to make a torch. Referral made to Fire watch Corr. Tammy Delucca.

Fire Prevention Programs:

1. Hosted "After the Fire" presentation for Lindenwold and Pine Hill seniors. Students very receptive and NBC Channel 10 did a news piece about the event. 4/21/15

Problems:

Code Violation Investigations: 0

Total fee's received to date:

LHU Rebate:	\$ 4,135.63
LHU Rebate:	\$ 1,735.50
LHU Rebate:	\$
LHU Rebate:	\$

NLH Registrations:

Registrations:	\$ 14,804.25
Registration late fee:	\$ 801.00
Permits:	\$ 374.00
Penalty:	\$ 3,000.00

Total: **\$21, 850.38**

For Better Fire Protection,

Michael J. Nolan, Fire Official

Tim D. Shannon, Fire Prevention Specialist

Mike Breeze, Fire Prevention Specialist

BOARD OF FIRE COMMISSIONERS

LINDENWOLD FIRE DISTRICT NO.1

**2201 BANGOR AVENUE
LINDENWOLD, NJ 08021
PHONE: 856-346-0935
FAX: 856-346-3638**

May 18, 2015

May 2015 Chief's Report

1. Submitted Globe Gear grant 4/22/15
2. Attended NJDFS Class "Legal issues for Emergency Service Personnel" 4/28/15
3. Flow Testing of all Department Scott Air packs 4/28/15 – 4/29/15
4. Attended Lindenwold School #4 presentation of stuff animals 5/1/15
5. Attended the C.C. Fire Chiefs Exe. Board meeting 5/6/15
6. Attended NJDFS class "Inspection, testing and maintenance of Firefighting equipment and apparatus" 5/8/15
7. Attended NJDFS class "NJ Fire Service Preparedness" 5/11/15
8. Attended C.C. Fire Advisory Committee meeting 5/11/15
9. Voorhees 2 alarm fire 5/13/15
10. Attended Five County Fire Corr. Meeting 5/14/15
11. Attended the C.C. Fire Chiefs meeting 5/14/15
12. Attended the Fire Expo in Harrisburg, met with Skip Stinger, discussed new truck.
13. West Berlin 2 alarm fire 5/15/15

Michael Nolan
Executive Fire Administrator/Fire Official
Lindenwold Fire Department
Cell - 609-923-8354

2015 – 13
RESOLUTION

WHEREAS, N.J.S.A.40A:5A-15 requires the governing body to each Fire District to cause an annual audit of its accounts to be made, and

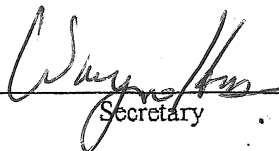
WHEREAS, the annual audit report for the fiscal year ended 2014 has been completed and filed with the DIVISION OF LOCAL GOVERNMENT SERVICES pursuant to N.J.S.A.40A:5A-15, and

WHEREAS, N.J.S.A.40A:-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 thereof 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 2014, 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 District is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by the 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 MAY 13, 2015.



Secretary

5-18-15

Date

FIRE DISTRICTS
GROUP AFFIDAVIT FORM

PRESCRIBED BY
THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of the LINDEN WOLD FIRE DISTRICT No. 1
being of full age and being duly sworn according to law, upon our oath depose and say:

We are duly ~~appointed~~ elected (cross out one) members of the BOARD OF FIRE COMMISSIONERS

We certify, pursuant to N.J.S.A.40A:5A-17, that we have each reviewed the annual audit report for the
fiscal year ended 2014, and specifically the sections of the audit report entitled
"General Comments" and "Recommendations."

(PRINT-NAME)

(SIGNATURE)

CLIFFORD S. RUTH
Wayne Hens
FRANK WEINER
Raymond McMANUS
Richard J. P. Jr

Clifford S. Ruth
Wayne Hens
Frank Weiner
Raymond McManus
RJP Jr

Sworn to and subscribe before me

this 18th day of May, 2015

Kathleen Crockett
Notary Public of New Jersey

KATHLEEN CROCKETT
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 9/26/2015