

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

Meeting Date: April 18, 2016
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. Paul, seconded by Comm. Hans to approve the 03/21/16 minutes as they are available to the public upon request. Any questions? (hearing none) All in favor, ayes have it.

Correspondence – Cl.Crockett

Cl.Crockett: Correspondence for the audit was received, copies are in your folders. That's it.

Treasurer's Report – Comm. McManus

As of 04/18/16:

TD Bank General Checking	82,391.59
TD Bank Money Market Account	547,691.24
TD Bank Money Market Capital	242,558.37
TD Bank Payroll Checking	20,767.24
TD Bank LEA Dedicated Penalty	7,461.36
TD Bank LEA Trust Penalty	16,032.74
Petty Cash	200.00
Total Current Assets	917,102.54

Motion made by Comm. Paul, 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 42 bills totaling \$58,320.33.

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

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

COMMITTEE REPORTS

Administration / Personnel – Comm. Ruth

Comm. Ruth: Comm. Paul and I met with the District Line Officers. Everybody has a synopsis of the meeting and we'll go over that at a later date, this way everybody has a chance to read it and see what was discussed.

Sol.Tavani: That would be covered in Closed Session at a later date.

Comm. Ruth: OK.

Office of Fire Prevention – Comm. Ruth

Comm. Ruth: The Fire Official's report for 03/21/16 - 04-18-16 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.

Training Division – Comm. Ruth

Comm. Ruth: The Training report for 03-08-16 was read aloud, a copy is attached to the minutes. Respectfully submitted, Steve Schwegel, Jr. & Justin Mastalski, Andrew Sarli-Prelle, Training Division.

Fire Department Equipment – Comm. Paul

Comm. Paul: We ordered calibration gas for the meters to be calibrated. We have 19 air bottles that will be hydro tested sometime this month.

We ordered and received a dozen of each leather gloves, rescue gloves, nomex hoods, medium EMS gloves, one medium Scott SCBA mask and two large Scott SCBA masks.

Turn-Out Gear – Comm. Paul

Comm. Paul: An email was sent by me to EFA Nolan about gear not being taken out of the firehouse except for fires and training, and stickers and such for the helmets.

Recruitment / Membership – Comm. Paul

Comm. Paul: There is one junior application, Brandon Venuto, probably go to Battalion 1.

Fitness Center – Comm. Paul

No report.

S.O.G.'s – Comm. Paul

Comm. Paul: I talked to EFA Nolan to have a committee with two from each of the Alliance Companies. They're going to sit down to review and change any of them. Hopefully they get back to us by the next meeting. The S.O.G. for the membership, do we have to have a Resolution for that to accept with the percentages or can we just do that now?

Sol.Tavani: You could do by resolution, what is your past practice?

Comm. Ruth: What are you doing?

Comm. Paul: The membership S.O.G. where we have the percentages that were just added.

Sol.Tavani: You mean established percentages by Resolution.

Comm. Paul: Right.

Sol.Tavani: It's permissible if you wish to do that. Have you done it in the past?

Comm. Ruth: We approved them by Resolution, but we did them as a group.

Sol.Tavani: But what about the percentage turnout?

Comm. Ruth: Is that percentage turnout including the uniform policy also?

Comm. Paul: No. Our active percentage to be active at 20%, 30%.

Comm. Ruth: To change an S.O.G., it should be done by Resolution as it was done in the past. So we have to have a Resolution made up with what the changes are. Once it's changed it has to be put out to the membership so they're aware of what the changes are. Because that's part of the issue we have now with the S.O.G.'s that some things have been changed and haven't been adopted by the Board. They have to be adopted basically, and then put out to the membership so the members are aware. You can't enforce an S.O.G. on the membership unless they're aware of it. It can't change and not present something to them, so it's got to be done by S.O.G.

Comm. Weindel: Do the percentages fall under the S.O.G.'s or the Incentive Program?

Comm. Ruth: its two separate things. It should be S.O.G.'s for your active members and for percentages to whether you're a life member with a percentage or...

Comm. Weindel: Under an S.O.G.?

Comm. Ruth: Under S.O.G. And under your line item with the Incentive Program, there should be percentages required to make the Incentive Program.

Comm. Weindel: You have to qualify for it.

Comm. Ruth: Right, so you qualify and get that incentive. So that will be two different S.O.G.'s or if you work with Richie and get it in there, you can have it right in that S.O.G. that in order to receive the Incentive Program, you have to meet this percentage and work and put it in the same S.O.G. This way it can be all in the same one so you can work with Richie and get that done.

Comm. Paul: That's all I got.

Building Maintenance / Grounds – Comm. Hans

Comm. Hans: A couple repairs were done at the office. That's all I have at this time.

Comm. Ruth: Hopefully the squirrel will be back so you can hear him.

Comm. Hans: Squirrel...where was the squirrel?

Comm. Ruth: He's in the roof or something...you can hear him chirping away.

Comm. Hans: If it's around the air conditioner, it's been sealed up.

Cl.Crockett: No, this is right in the office.

Comm. Ruth: I heard him tonight in there. When I'm on the phone with Kathy, you can hear him. He was chirping away up there tonight when we were in there.

Comm. Hans: Above the ceiling?

Comm. Ruth: Yes, right above the back desk where the shredder is.

Comm. Hans: I'll go back there and see if I see anything. Other than that, everything is good.

Health & Safety – Comm. Hans

No report.

Fixed Assets – Comm. Hans

No report.

Hydrants / Water – Comm. Hans

No report.

Insurance – Comm. Weindel

No report.

Incentive Program – Comm. Weindel

Comm. Weindel: I was looking at the report from the District Line Officers when you guys had that meeting and all. There seems to be a lot of comments about the Incentive Program. We definitely got to sit down with Mike and revisit this. A lot of people don't like a lot of things in there. Mike's going to have to get with me and maybe his Line Officers and come up with maybe a better plan. A lot of people made comments in there.

Comm. Ruth: It's broke, needs to be fixed.

Comm. Weindel: You hear a lot of people talk about it too in-house.

Comm. McManus: You can sit 10 people down and get 10 different things. It's better if you and Mike just sat together and did it.

Comm. Weindel: OK...that's all I got.

Uniforms – Comm. Weindel

No report.

Fuel – Comm. Weindel

No report.

Train Display – Comm. Weindel

No report.

Communications – Comm. McManus

Comm. McManus: As Mike said in his Chief's report, the County was out and updated all of our radios. They did system updates. And on bank 2, now you can receive only F1 if you opted to, but it doesn't work on scan. You physically have to change it.

Comm. Paul: It does work on scan Ray. If you go to bank B and the channel and leave it on F1, you can scan what's in our scan list.

Comm. McManus: It will?

Comm. Paul: Yes, but you would have to go back and switch back to south to communicate on our frequency.

Comm. McManus: But you can hear it?

Comm. Paul: Yes.

Comm. McManus: OK...well we found that out.

Apparatus – Comm. McManus

Comm. McManus: We went down to KME on the 4th, sat down and went line by line over stuff. We had to figure out and tell them where we want things mounted. It was a good meeting, we got there at 9:00am and I guess we were out of there by 2:15pm, so it wasn't too bad. Everything is good with the truck. I'm going to give Oliver a call in the near future and sit down with him one day and looking at our budget and get the final plan of how we're going to pay for this and bring it back to the Board.

First Priority has been in both Stations doing the PM's. I believe the Squad and Engine are done. The Sqrt is started and he still has to do the Ladder. As far as problems with the trucks, there hasn't been hardly anything coming back from them. So hopefully this year won't be too bad after KME hit is for the \$10,000 bill for repair doing the body work and the other work they did. That's all I got.

Computers – Comm. McManus

Comm. McManus: I don't know if anybody is aware of the problem we're having with the email server. If somebody has a Gmail account that's trying to send to somebody in the fire department, it's seeing it as spam and it's kicking it out. Justin and Donnie are working on that with Google to find out why.

Sale of Assets – Comm. McManus

No report.

Assist Personnel – Comm. McManus

No report.

Budget – Comm. McManus

No report.

Executive Fire Administrator's Report – Comm. Ruth

Comm. Ruth: EFA Nolan is absent tonight. The report was read aloud, a copy is attached to the minutes.

President's Report – Comm. Ruth

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

Solicitor – R. Tavani

Sol.Tavani: I have nothing.

Resolutions – Comm. Ruth

Comm. Ruth: No Resolutions tonight.

Old Business – Comm. Ruth

Comm. Ruth: Old Business? (hearing none)

New Business – Comm. Ruth

Comm. Hans: The only thing I want to bring up is, and I don't know if anybody is aware of, the Borough is going to start tearing down a few of the old buildings that are dilapidated. One of them is back in Lindentown, the end unit that burned out about 3 years ago. They're going to start tearing down some of the buildings in town.

Sol.Tavani: Will they give a list to EFA Nolan? They should.

Comm. Hans: They're going to try doing 3 of them on the list right now, so I'll keep you in contact with that as they come down.

Public Portion – Comm. Ruth

Motion made by Comm. Paul, seconded by Comm. Hans 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. Paul: We had the stress debriefing after that accident two weeks ago, it went pretty well. A few people did show up and they liked the fact that they were able to talk about it so we'll keep that in mind for the future. From the Alliance, there were about 12-15 people there.

Comm. Ruth: Good turnout then for that. That's excellent.

Open to Commissioners – continued

Comm. Hans: Where was that held at?

Comm. Paul: It was held at the Training room at Battalion 2.

Comm. Ruth: That's good.

Closed Session – Comm. Ruth

n/a

Adjourn - Comm. Ruth

Motion made by Comm. McManus, seconded by Comm. Weindel to adjourn the meeting at 7:49pm.

All in favor, ayes have it.

5:09 PM
04/18/16
Accrual Basis

Lindenwold Fire District No.1
Treasurer's Report
As of April 18, 2016

	<u>Apr 18, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · CASH	
1010 · TD Bank General Checking	82,391.59
1011 · TD Bank Money Market Acco...	547,691.24
1013 · TD Bank Money Market Capital	242,558.37
1020 · TD Bank Payroll Checking	20,767.24
1030 · TD Bank LEA Dedicated Pen...	7,461.36
1040 · TD Bank LEA Trust Penalty	16,032.74
1090 · Petty Cash	200.00
Total 1000 · CASH	<u>917,102.54</u>
Total Checking/Savings	<u>917,102.54</u>
Total Current Assets	<u>917,102.54</u>
TOTAL ASSETS	<u><u>917,102.54</u></u>
LIABILITIES & EQUITY	0.00

LINDENWOLD BUREAU OF FIRE PREVENTION

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

4/18/16

FIRE MARSHAL'S REPORT

March 21, 2016 to April 18, 2016

Inspections Completed to date:

- | | |
|---|-----------------------------|
| 1. Planet Self Storage | 901 Egg Harbor Rd. |
| 2. Paverart LLC | 2512 Egg Harbor Rd, Unit C |
| 3. Mountain View Animal Hospital | 351 Blkwd-Clem. Rd. |
| 4. McCloskey Mechanical Contractors, Inc. | 710 Laurel Rd. |
| 5. Mega Wireless LLC (Unlimited Cellular) | 793 Emerson Ave. |
| 6. Milano Foods Inc. | 2512 Egg Harbor Rd. Ste.E/F |
| 7. Lindenwold Public Library | 310 E. Linden Ave |
| 8. Lindenwold Park Concession/Bathroom | 1000 United States Ave. |
| 9. Lindenwold Park Field House | 1000 United States Ave. |
| 10. Lindenwold Park Football Building | 1000 United States Ave. |
| 11. Lindenwold Municipal Building | 15 N White Horse Pike |
| 12. Lindenwold Community Center | 2119 S. White Hose Pike |
| 13. Kennedy Health System (ambulance) | 140 Walnut Ave |

Re - Inspections pending:

Complaints: Received: 1 Complaints: Resolved: 1 Imminent Hazards 0

Requested Response: 0 Time Extensions: 0

Civilian Burn Reports: 0

Permits Issued: Type I 0 Type II 0

Penalties Issued: 0

Correspondences: N/A

Comments to District Commissioners:

1. Re-Investigation # 4513/4514 The Pines with Insurance investigators.
3/23/16
2. Meeting with LPD Det. Tomasetti, about the 500 Bilper Ave. fire. 3/23/16
3. Investigate complaint about grills at Timber Creek Condos. 4/5/16
4. Meeting with Captain George Beckett NJDFS. 4/13/16
5. Attended the Five County Fire Marshals meeting 4-15-16
6. All of the Commissioners are invited to the presentation at Lindenwold High School "After the Fire" May 19, 2016 at 10:00 am.

Fire Prevention Programs: 0

Problems: 0

Code Violation Investigations: 0

Total fee's received to date:	LHU Rebate: \$ 3,151.85
	LHU Rebate: \$
	LHU Rebate: \$
	LHU Rebate: \$

NLH Registrations:

Registrations: \$ 7,002.00

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Registration late fee: \$
Permits: \$ 332.00
Penalty: \$

Total:	\$10,485.00
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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**

April 18, 2016

April 2016 Chief's Report

1. Working Fire 500 Bilper Ave. 3-21-16
2. Attended Active Shooter Meeting with Lindenwold Police Department. 3/23/16
3. Attended NJ Weekend - National Fire Academy - Leadership III class. 4/1/16 to 4/3/16
4. Pre- Construction meeting with Comm. McManus and Truck Committee for new truck.
4/4/16
5. Meeting with Comm. Paul and Comm. Ruth. 4/4/16
6. Attended Lindenwold Revitalization meeting. 4/7/16
7. Camden County Comm. Performed radio update to all of the department's radio's.
4/8/16
8. Meeting with Camden County Freeholders - Planning for Memorial at the C.C.E.T.C.
4/12/16

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