

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

**Meeting Date:** June 20, 2016  
**Meeting Place:** Fire Administration Building  
**Meeting Called To Order:** 7:35 pm  
**Members of Board Present:** **Chairman** – Clifford Ruth  
**Vice Chairman** – Richard Paul  
**Treasurer** – Raymond McManus  
**Secretary** – Wayne Hans, excused  
**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**

Comms. McManus, Paul, Weindel and Ruth are present. Comm. Hans is excused, he's at the Lindenwold High School graduation.

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

Motion made by Comm. Paul, seconded by Comm. Weindel to approve the 05/16/16 minutes as they are available to the public upon request. Any questions? (hearing none) All in favor, ayes have it. Comm. Ruth abstained.

**Correspondence – Cl.Crockett**

**Incoming**

We received a letter from The Standard Insurance Company that the life insurance claim for the death of Robert Franklin, Sr. has been paid to the beneficiary Robert Franklin, Jr.

Various mail incoming and outgoing related to the 2015 Audit.

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

**Treasurer's Report – Comm. McManus**

As of 06/20/16:

TD Bank General Checking	104,437.66
TD Bank Money Market Account	677,873.19
TD Bank Money Market Capital	242,760.54
TD Bank Payroll Checking	26,954.59
TD Bank LEA Dedicated Penalty	7,461.36
TD Bank LEA Trust Penalty	16,034.08
Petty Cash	200.00
Total Current Assets	1,075,721.42

Motion made by Comm. Paul, seconded by Comm. Weindel 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 46 bills totaling \$21,344.68.

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

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

## **COMMITTEE REPORTS**

### **Fire Department Equipment – Comm. Paul**

**Comm. Paul:** There is a rhino glass cutter that's out of service, being repaired at this time.

### **Turn-Out Gear – Comm. Paul**

No report.

### **Fitness Center – Comm. Paul**

**Comm. Paul:** There was a new T-bar machine that was ordered and is now together and being used. It's working out very well.

### **Recruitment / Membership – Comm. Paul**

**Comm. Paul:** There is one application out that we have not received back yet. That's all I got.

### **S.O.G.'s – Comm. Paul**

No report.

### **Insurance – Comm. Weindel**

**Comm. Weindel:** Has No. 2 ever send the information for the claim on the bathroom?

**Cl.Crockett:** No they have not. We needed a more specific date, etc.

**Comm. McManus:** He'll check into it.

### **Incentive Program – Comm. Weindel**

**Comm. Weindel:** I had a meeting with the Chief on the Incentive Program about a week ago, and he said he got with his Officer's and they agreed to make changes, they'll get back to me on that. I don't know what the changes are going to be, but they're going to make some changes. He said they're working on it, so we'll see what happens with that. I also asked Mike for an Incentive Policy, I never got a copy of it. Is there a copy floating around?

**Comm. McManus:** There isn't any right now.

**Comm. Weindel:** We never had a copy?

**Comm. McManus:** We tried, but nothing was ever enforced.

**Comm. Weindel:** We've got to make a policy, it should be in writing if people want to look at it.

### **Uniforms – Comm. Weindel**

**Comm. Weindel:** I want to write a policy for the hats for the Class B uniforms. Seems like people have different hats to wear with the Class B. This hat has our patch on it, and we can make it a policy for Class B.

**Comm. Paul:** Frank with the policy, they're working on the S.O.G.'s now, so we could probably throw that in the S.O.G.'s.

**Comm. Weindel:** OK. We could probably include that when you get a Class B, you get the hat too. It looks better when you're out on the streets and all.

The people who got uniforms, Luebberman got a Class A shirt and badge, Bill Cantiello and Leigh Weaver got Class A full uniforms, and Jeimi was just ordered a Class B the other night.

We got to get people to sign off on the uniforms before they get them, they should sign a sign-off sheet so they're accountable for them when they leave so they don't keep them in their closet after they leave because they're not cheap, we all know that. I'm going to ask Mike to help me with that because I don't get on the computer that much and we'll make some kind of form up to get that squared away. That's all I got.

### **Fuel – Comm. Weindel**

No report.

### **Train Display – Comm. Weindel**

No report.

### **Sale of Assets – Comm. McManus**

No report.

**Communications – Comm. McManus**

**Comm. McManus:** Mike's still dealing with that stuff between Camden County and Gloucester County. All of our stuff is still working OK. I think this year instead of getting the warranty on the radios I'm going to skip it. Because what we're paying for the warranty every year for radios, you could buy a new radio. So we'll skip it and see what's going to happen. A lot of your towns aren't going with the warranties.

**Computers – Comm. McManus**

**Comm. McManus:** The new server has been installed over at Scott Ave. They're in the process of swapping everything over. The one laptop in the Ladder is shot. Justin isn't sure if the mother board is bad or if it's the hard drive, so he's working on that to see if it can be repaired.

I sent out another email about these guys closing the screens because it's burning the backlights out. I think the Squad's backlight was burned out again. So Justin was going to take the backlight out of the Ladder's and stick it in the Squad's, get that one back in service.

**Apparatus – Comm. McManus**

**Comm. McManus:** I'm waiting for the project manager to get back to me from First Priority to have the Squad taken up and having some pack tracking put in a few of the compartments. That's about it.

**Assist Personnel – Comm. McManus**

No report.

**Budget – Comm. McManus**

No report.

**Administration / Personnel – Comm. Ruth**

No report.

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

**Comm. Ruth:** The Fire Official's report for 05/16/16 - 06/20/16 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.

**Executive Fire Administrator's Report – Comm. Ruth**

**Comm. Ruth:** The 06/2016 EFA report was read aloud, a copy is attached to the minutes. EFA Nolan is not here tonight, he's at the High School Graduation.

**Training Division – Comm. Ruth**

**Comm. Ruth:** The Training Division did not provide a report. Did they have a report for last month?  
**Cl.Crockett:** No, they didn't.

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

No report.

**Health & Safety – Comm. Hans**

No report.

**Fixed Assets – Comm. Hans**

No report.

**Hydrants / Water – Comm. Hans**

No report.

**President's Report – Comm. Ruth**

**Comm. Ruth:** No President's present.

**Solicitor – R. Tavani**

**Sol.Tavani:** We have two resolutions this evening Mr. Chairman. The first is the Audit Resolution 2016-14. That should be cast by a majority of the membership. Second is 2016-15 which is for the appointment of an alternate to the FIRST JIF, and I believe that will be Comm. Weindel in place of Comm. McManus, so I asked for that resolution to also be passed.

**Resolutions – Comm. Ruth**

**Comm. Ruth: Resolution 2016 – 14** The approval of the 2015 Audit so it can be sent to the DCA pursuant to N.J.S.A.40A:5A-15.

Motion made by Comm. Paul, seconded by Comm. McManus. Any questions? (hearing none) Roll call vote, all yes. The Group Affidavit for the Audit will be passed around to the Commissioners for signature.

**Resolution 2016 – 15** Appointment of the Alternate Fund Commissioner for the FIRST/JIF from Comm. McManus to Comm. Frank Weindel, Insurance Commissioner.

Motion made by Comm. Paul, seconded by Comm. McManus. Any questions? (hearing none) Roll call vote, Comms. McManus, Paul, Ruth yes. Comm. Weindel abstained.

**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. Paul to open to the Public. All in favor, ayes have it. (hearing none)

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

**Open to Commissioners – Comm. Ruth**

**Comm. Paul:** They're doing that Active Shooter Drill on Wednesday morning if anybody is around.

**Comm. McManus:** I cannot attend.

**Comm. Weindel:** I believe the new truck is on the assembly line right?

**Comm. McManus:** I haven't heard anything, I'll have to give them a call and find out. It was put in line when we had the pre-construction. I don't know if it's made the line or not.

**Comm. Ruth:** Anything else? (hearing none)

**Closed Session – Comm. Ruth**

n/a

**Adjourn - Comm. Ruth**

Motion made by Comm. McManus, seconded by Comm. Weindel to adjourn the meeting at 7:50pm  
All in favor, ayes have it.

3:30 PM  
06/20/16  
Accrual Basis

Lindenwold Fire District No.1  
Treasurer's Report  
As of June 20, 2016

	<u>Jun 20, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>1000 · CASH</b>	
1010 · TD Bank General Checking	104,437.66
1011 · TD Bank Money Market Acco...	677,873.19
1013 · TD Bank Money Market Capital	242,760.54
1020 · TD Bank Payroll Checking	26,954.59
1030 · TD Bank LEA Dedicated Pen...	7,461.36
1040 · TD Bank LEA Trust Penalty	16,034.08
1090 · Petty Cash	200.00
<b>Total 1000 · CASH</b>	<u>1,075,721.42</u>
<b>Total Checking/Savings</b>	<u>1,075,721.42</u>
<b>Total Current Assets</b>	<u>1,075,721.42</u>
<b>TOTAL ASSETS</b>	<u><u>1,075,721.42</u></u>
<b>LIABILITIES &amp; EQUITY</b>	0.00

# LINDENWOLD BUREAU OF FIRE PREVENTION

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

6/20/16

## FIRE MARSHAL'S REPORT

**May 16, 2016 to June 20, 2016**

### **Inspections Completed to date:**

1. Valley Discount
2. Family Laundry
3. Exclusive Barber Shop
4. Gino's Pizza
5. Wawa WHP
6. Pike Liquors
7. Lee's Value Cleaners
8. Parc One
9. Village of Laurel Creek
10. Stonington Court
11. The Greens (Lindenwold Garden Apts.)
12. Uno Laundry
13. Fini's Italian Deli
14. Linden Dollar Plus
15. Lindenwold 99 Cent Store
16. Luca's Laundry
17. Lindenwold Grocery Store #4
18. Nichols News & Books
19. Pike Liquors
20. Pine Ridge Apartments
21. Pizza Bolis (formerly Crown Fried Chicken)
22. South Jersey Check Cashing

**Re - Inspections pending:**

**Complaints: Received: 0 Complaints: Resolved: 0 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:**

1. Lindenwold Boro. News Letter – Articles for recruiting new members and summer grill safety. 6/18/16

**Comments to District Commissioners:**

1. Attended C.C. Fire Prevention meeting. 6/1/16
2. Oversaw Clementon Day fireworks. 6/11/16
3. Attended Five County Fire Prevention meeting. 6/16/16

**Fire Prevention Programs: 0**

**Problems: 0**

**Code Violation Investigations: 0**

**Total fee's received to date:** LHU Rebate: \$ 3,151.85  
LHU Rebate: \$ 1,127.10  
LHU Rebate: \$ 5,517.86  
LHU Rebate: \$

**NLH Registrations:**

Registrations: \$ 15,443.76

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Registration late fee: \$ 640.50  
Permits: \$ 374.00  
Penalty: \$

**Total:** \$26,255.07

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**

June 20, 2016

## **June 2016 Chief's Report**

1. Responded to tractor trailer fire on Rt. 295. 5/17/16
2. Attended meeting with C.C Director Public Safety Mr. Blaker and Chief Jankowski about radio systems. 5/17/16
3. Radio system check of Lindenwold High school. 5/17/16
4. Attended Broadband radio class at C.C. Emer. Training Center. 5/24/16
5. Attended meeting with Clementon Mayor and Council members about adder 61. 5/24/16
6. Alliance drill – Smoke Tower 5/24/16
7. Attended Meeting for Lindenwold Active shooter drill. 5/25/16
8. Attended Memorial Services at C.C. Emer. Training Center. Ladder 63 provided American Flag. 5/25/16
9. Attended Ground breaking for Emer. Services memorial. 5/25/16
10. Working fire La Cascata apartments in Blackwood. 5/25/16
11. Attended Lindenwold Memorial Day services 5/30/1
12. Attended C.C. Exe. Board meeting. 6/1/16
13. Attended bith Batt. 1 and 2 business meetings. 6/7/16
14. Attended C.C. Chiefs meeting. 6/9/16
15. Attended Alliance Drill at Burn Building. 5/10/16
16. Attended Meeting for Lindenwold Active shooter drill. 6/14/16
17. Attended C.C. Fire Corr. Meeting. 6/15/16
18. Attended meeting between C.C. Free Holders and Gloucester County Freeholders about radio systems. 6/20/16
19. Attended Lindenwold High School Graduation, the department had two members graduate. 6/20/16

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



**RESOLUTION  
2016 – 14**

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

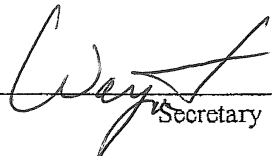
WHEREAS, the annual audit report for the fiscal year ended 2015 has been completed and filed with the DIVISION OF LOCAL SERVICES pursuant to N.J.S.A.40A:5A-15, and

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 2015, 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 JUNE 20, 2016.

  
\_\_\_\_\_  
Secretary

6-20-16  
\_\_\_\_\_  
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 LINDENWOLD 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 2015, and specifically the sections of the audit report entitled  
"General Comments" and "Recommendations."

(PRINT-NAME)

(SIGNATURE)

Clifford S. RUTH  
Richard J. Pore Jr.  
Raymond McMANUS  
Frank WEINDER  
Wayne Hans  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Clifford S. Ruth  
Richard J. Pore Jr.  
Raymond McManus  
Frank Weinder  
Wayne Hans  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sworn to and subscribe before me

this 20th day of June, 2016

Kathleen Crockett  
Notary Public of New Jersey

## RESOLUTION

2016 - 15

### APPOINTMENT OF A FUND COMMISSIONER TO THE FIRST RESPONDER JOINT INSURANCE FUND

**BE IT RESOLVED**, by the (Name of Fire District) Lindenwold Fire District No. 1,  
County of Camden, State of New Jersey, that it hereby appoints  
Michael J. Nolan as the Fund Commissioner and Frank Weindel  
as the Alternate Fund Commissioner to the First Responder Joint Insurance Fund; and

**BE IT FURTHER RESOLVED** that copies of this Resolution be forwarded to the following:

1. Michael J. Nolan  
(Fund Commissioner)
2. Frank Weindel  
(Alternate Fund Commissioner)
3. First Responder Joint Insurance Fund

I hereby certify the foregoing to be a true copy of the  
Resolution adopted by the Lindenwold Fire District No. 1,  
of the County of Camden on the 20<sup>th</sup> day of June, 2016.

  
Kathleen Crockett, District Clerk

INTRODUCED BY: Commissioner Richard Paul

SECONDED BY: Commissioner Raymond McManus

ROLL CALL  
APPROVE: 5 Yes

OPPOSE: 0 No