

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

**Meeting Date:** August 17, 2020  
**Meeting Place:** Fire Administration Building  
**Meeting Called To Order:** 7:35pm  
**Members of Board Present:** **Chairman** – Clifford Ruth  
**Vice Chairman** – Richard Paul  
**Treasurer** – Wayne Hans  
**Secretary** – Frank Weindel  
**Commissioner** – Tamara DeLucca  
**District Clerk** – Tiffany Beach- excused  
**Solicitor** – David Capozzi

**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. Hans seconded by Comm. Weindel to approve the July 20, 2020 minutes as they are available to the public upon request. Any questions? (Hearing none) All in favor, ayes have it.

**Correspondence – Cl. Beach**

No report.

**Treasurer’s Report – Comm. Hans**

As of August 17, 2020	
TD Bank General Checking	91,417.78
TD Bank Money Market Account	1,189,419.19
TD Bank Money Market Capital	2,562.36
TD Bank Payroll Checking	11,477.53
TD Bank LEA Dedicated Penalty	5,576.36
TD Bank LEA Trust Penalty	16,067.52
Petty Cash	200.00
Total Current Assets	1,316,720.74

Motion made by Comm. Weindel seconded by Comm. Paul 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 41 bills totaling \$47,160.55  
Motion made by Comm. Paul 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. Ruth**

No report.

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

**Comm. Ruth:** The Fire Official's report for July 21st - August 16th, 2020 was read aloud, a copy is attached to the minutes. Yours in Fire Safety, Fire Official Timothy.

**Apparatus – Comm. Ruth**

**Comm. Ruth:** The new Squrt is back in town and has been serviced. It had a minor issue with the mirror again. As far as the old Squrt, it has been advertised there are no charges until it has been sold. I'm noticing with the trucks, they seem to be on there for a while if they are coming from a state they have to quarantine, they aren't coming to NJ. I'm thinking it is going to be a little more drawn out. But it here it is up for sale for \$95,000.00.

**Duty Crew – Comm. Ruth**

No report.

**Budget – Comm. Ruth**

**Comm. Ruth:** The budget meetings will start in September. September 14<sup>th</sup> will be the Bureau of Fire Prevention and the President's, October 5<sup>th</sup> will be the Chiefs and training, and November 2<sup>nd</sup> will be the CPA.

**Fire Department Equipment – Comm. Paul**

**Comm. Paul:** I would ask the Deputy Chief to notify the Chief that we will be getting the approval for the bay 1 so we can finish out that line item.

**Turn-Out Gear – Comm. Paul**

**Comm. Paul:** I spoke with Nat's today. The non-structural gear is in. He is going to let me know tomorrow if the structural gear came in for the trial set. As soon as it comes in, it will be put in service.

**Recruitment / Membership – Comm. Paul**

No report.

**Fitness Center – Comm. Paul**

**Comm. Paul:** Everyone received a copy of the new policy for the gym. I would like to go into closed session to discuss possibly reopening the gym.

**S.O.G.'s – Comm. Paul**

**Comm. Paul:** As I mentioned we are working on the new policies for the gym.

**Future Projects- Comm. Paul**

**Comm. Paul:** The Phase 2 drilling was completed. I believe we are waiting for one more drill to be completed at Battalion 1, we are just waiting for the lab results to come back.

**Communications – Comm. DeLucca**

**Comm. DeLucca:** 12 new batteries were ordered for the portables from Wireless. Also the Chief's portable was fixed.

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

**Comm. DeLucca:** I haven't talked to Tiffany or Justin to see if the new computer was installed yet.

**Assist Personnel – Comm. DeLucca**

No report.

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

No report.

**Health & Safety – Comm. Hans**

**Comm. Hans:** The physicals have been set up for October 13, 2020 at Station 2. I don't know if that is going to change. Once it gets closer I will let everyone know. Station 1, 2, & 3 was treated with the bio treatment, it is supposed to last for 90 days.

**Fixed Assets – Comm. Hans**

No report.

**Hydrants / Water – Comm. Hans**

**Comm. Hans:** They did put the Storz connectors at Pine Grove and Wallace.

**Training Division – Comm. Weindel**

**Comm. Weindel:** Anthony requested training with Eckert Training. We have used him in the past. I did approve it.

**Insurance – Comm. Weindel**

**Comm. Weindel:** We have an application out that needs to be filled out every year with Hardenberg.

**Incentive Program – Comm. Weindel**

No report.

**Uniforms – Comm. Weindel**

**Comm. Weindel:** Some uniforms did come in today. John from Action Uniform dropped them off. I will get them out to the members. Face masks are also going to be ordered by Thursday from All Geared Out.

**Fuel – Comm. Weindel**

**Comm. Weindel:** There was an issue with the Sunoco cards. That has been taken care of and fixed. Keith had an expired card. I set up John with the Fire Police as well to be able to get fuel.

**Chief's Report – Deputy Chief Polifrone**

**D/C Polifrone:** The report was read aloud by Deputy Chief Polifrone, a copy is attached to the minutes.

**President's Report – Comm. Ruth**

Not present.

**Borough of Lindenwold – Councilman DiDominico**

Not present.

**Solicitor – D. Capozzi**

No report.

**Resolutions – Comm. Ruth**

**Comm. Ruth:** Resolution 2020-24 A resolution for the annual Audit Report for the fiscal year ending 2019.  
Motion made by Comm. DeLucca, seconded by Comm. Paul. Any questions? (hearing none) Roll call vote, all yes.

**Comm. Ruth:** Resolution 2020-25 Board of Fire Commissioners Fire District No. 1 to authorize Closed Session.

Do I have a motion?

Motion made by Comm. DeLucca, seconded by Comm. Weindel. Any questions? (Hearing none). All in favor, ayes have it.

**Old Business – Comm. Ruth**

No report.

**New Business – Comm. Ruth**

**Comm. Weindel:** The only thing I have is that Station 3 has been reorganized. Station 3 President is John Lindeborn, Secretary is Gary Lofgren, and Treasurer is Heather Protich.

**Public Portion – Comm. Ruth**

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

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

**Open to Commissioners – Comm. Ruth**

N/A

**Closed Session – Comm. Ruth**

Motion made by Comm. Weindel, seconded by Comm. Paul to go into Closed Session. All in favor, ayes have it.

**Open Session – Comm. Ruth**

Motion made by Comm. Hans, seconded by Comm. Weindel to close Closed Session.

All in favor, ayes have it.

**Adjourn - Comm. Ruth**

Motion made by Comm. Weindel, seconded by Comm. DeLucca to adjourn the meeting at 8:20pm.

All in favor, ayes have it.

# FIRE MARSHAL'S REPORT

08/17/2020

July 21, 2020 to August 17, 2020

## Inspections Completed

Animal Adoption	Lucas Laundromat
Vacuum Sales	Arlong Auto
622. S WHP LLC	Family Financial
Chews Landing Cleaners	Aunt Berta's Kitchen
Lazy Lucy Laundmat	Timber Ridge Apts
Linden Lake Senior	Lindenwold Public Works
Chews Landing Head Start	Lindenwold Public Library
Family Dollar	Little Rain Drops Day Care
U- Haul	Robinson's Cleaning
Arc of CC Central Ave	Tayrex
Paul O' Beda DDS	Alcoy
Great Wall Kitchen	Shi – Kims Barbershop
US Gas	J & G Auto

26

## Re- Inspections

Green Lawn Fertilizing	Linden Auto
Country Pet Lodge	Don Tequila
Sports Barber	Dalvin's Barber
McDonalds	Los Primos

48

## Complaints Received 1 Imminent Hazards 0

Santa Fe Building 2139 Fire alarm going off same time each night for no apparent cause. The owner got the alarm company to go out and fix the issue.

## Requested Response 0

# CHIEFS REPORT

07/21/20 – 08/17/20

Calls for service – 53( as of 8/12)

Clementon-2, Pine Hill- 1, Voorhees-1

No significant calls during this time frame

07/30 – Chiefs order amended to include newest suggestions made by the State of NJ regarding the current pandemic

07/31 – BALFOR sprayed all 3 buildings with a covid 19 treatment spray

07/31- Work commenced on the phase 2 study for the Linden Ave site

Training- Again training is to be conducted at Station levels until such time that the pandemic has subsided. We continue to review this each month with the alliance chiefs. On each Tuesday we disinfect the rigs and ensure all the necessary equipment as well as trucks are operational. We try to limit time at the stations. If time permits the station officer preform battalion training.

Respectfully submitted

Philip Beeler, Chief.

	<u>Aug 17, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>1000 · CASH</b>	
1010 · TD Bank General Checking	91,417.78
1011 · TD Bank Money Market Acco...	1,189,419.19
1013 · TD Bank Money Market Capital	2,562.36
1020 · TD Bank Payroll Checking	11,477.53
1030 · TD Bank LEA Dedicated Pen...	5,576.36
1040 · TD Bank LEA Trust Penalty	16,067.52
1090 · Petty Cash	200.00
	<hr/>
<b>Total 1000 · CASH</b>	1,316,720.74
	<hr/>
<b>Total Checking/Savings</b>	1,316,720.74
	<hr/>
<b>Total Current Assets</b>	1,316,720.74
	<hr/>
<b>TOTAL ASSETS</b>	<b>1,316,720.74</b>
	<hr/> <hr/>
<b>LIABILITIES &amp; EQUITY</b>	0.00

RESOLUTION

2020-24

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

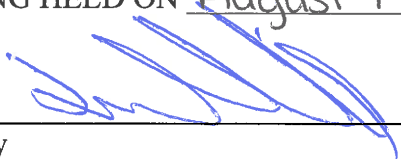
WHEREAS, the annual audit report for the fiscal year ended 2019 has been completed and filed with the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

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 2019, 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 August 17, 2020



Secretary

August 17, 2020  
Date





**RESOLUTION 2020– 25**

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

**Resolution to Authorize Closed Session at 08/17/2020 meeting**

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

WHEREAS, the Open Public Meetings Act permits a Closed Session to discuss said matters;

NOW, THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners shall meet in Closed Session on 08/17/2020 at 7:30 pm or soon thereafter as the Board directs as part of its meeting to discuss said matters. Such Closed Session in connection with the personnel shall not be disclosed; and

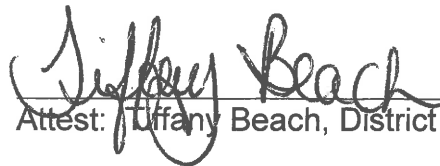
BE IT FURTHER RESOLVED that the public is hereby advised that formal action may or may not be taken on any matters disclosed in Closed Session when the Board enters into open session; and

BE IT FURTHER RESOLVED that the Board may take formal action on any other matters when it returns to open session.

Dated: 08/17/2020



\_\_\_\_\_  
Clifford Ruth, Chairman



\_\_\_\_\_  
Attest: Tiffany Beach, District Clerk

# COURIER-POST

PO Box 677304  
Dallas, TX 75267-7304

**Agency:**

LINDENWOLD FIRE DIST  
2201 BANGOR AVE  
LINDENWOLD, NJ, 08021

**Client:**

LINDENWOLD FIRE DIST  
2201 BANGOR AVE,  
LINDENWOLD, NJ 08021

**Acct:** CHL-076205

Acct No: CHL-076205  
**This is not an invoice**

Order #	Advertisement/Description	# Col x # Lines	Rate Per Line	Cost
0004347230	Synopsis FIREDISTRICTNO1OFTHEBOROUGHOFLINDENWOLDCOUNT CAMDENASREQUIREDBYNJS40A5A15THEFOLLOWINGISAS NOPSISOFHEAUDITOFHEFINANCIAL	2 col x 102 lines		\$99.76
		Affidavit of Publication Charge	1	\$30.00
		Tearsheet Charge	0	\$0.00
		Net Total Due:		<b>\$129.76</b>

Run Dates: 08/27/2020

Check #: \_\_\_\_\_

Date: \_\_\_\_\_

CERTIFICATION BY RECEIVING AGENCY  
I, HAVING KNOWLEDGE OF THE FACTS, CERTIFY AND DECLARE THAT THE GOODS HAVE BEEN RECEIVED OR THE SERVICES RENDERED AND ARE IN COMPLIANCE WITH THE SPECIFICATIONS OR OTHER REQUIREMENTS, AND SAID CERTIFICATION IS BASED ON SIGNED DELIVERY SLIPS OR OTHER REASONABLE PROCEDURES OR VERIFIABLE INFORMATION.

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

CERTIFICATION BY APPROVAL OFFICIAL  
I CERTIFY AND DECLARE THAT THIS BILL OR INVOICE IS CORRECT, AND THAT SUFFICIENT FUNDS ARE AVAILABLE TO SATISFY THIS CLAIM. THE PAYMENT SHALL BE CHARGEABLE TO:

APPROPRIATION ACCOUNT(S) AND AMOUNTS CHARGED: P.O. # \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

CLAIMANT'S CERTIFICATION AND DECLARATION:

I DO SOLEMNLY DECLARE AND CERTIFY UNDER THE PENALTIES OF THE LAW THAT THIS BILL OR INVOICE IS CORRECT IN ALL ITS PARTICULARS; THAT THE GOODS HAVE BEEN FURNISHED OR SERVICES HAVE BEEN RENDERED AS STATED HEREIN; THAT NO BONUS HAS BEEN GIVEN OR RECEIVED BY ANY PERSON OR PERSONS WITHIN THE KNOWLEDGE OF THIS CLAIMANT IN CONNECTION WITH THE ABOVE CLAIM; THAT THE AMOUNT HEREIN STATED IS JUSTLY DUE AND OWING; AND THAT THE AMOUNT CHARGED IS A REASONABLE ONE.

Date: 08/27/2020

Federal ID #: 061032273

Signature: \_\_\_\_\_



Official Position: Clerk

Kindly return a copy of this bill with your payment so that we can assure you proper credit.

**FIRE DISTRICT NO. 1 OF THE BOROUGH OF LINDENWOLD  
COUNTY OF CAMDEN**

As required by N.J.S.A. 40A:5A-15, the following is a synopsis of the audit of the financial statements and supplementary data for the year ended December 31, 2019.

	December 31, 2019
<b>Assets:</b>	
Cash and cash equivalents	\$ 1,135,330
Account receivable	9,743
Interfund Receivable	176,249
<b>Total assets</b>	<b>\$ 1,321,322</b>
<b>Liabilities:</b>	
Accounts payable	\$ 17,861
Accrued wages	2,347
Accrued professional fees	9,150
Accrued PERS	9,706
Interfund Payable	176,249
<b>Total liabilities</b>	<b>215,313</b>
<b>Fund balances:</b>	
Restricted for:	
Capital	432,179
Unassigned, reported in:	
General fund	673,830
<b>Total fund balances</b>	<b>1,106,009</b>
<b>Total liabilities and fund balance</b>	<b>\$ 1,321,322</b>

**FIRE DISTRICT NO. 1 OF THE BOROUGH OF LINDENWOLD**

Governmental Funds

Statement of Revenues, Expenditures and Changes in Fund Balance  
For the year ended December 31, 2019

	Totals December 31, 2019
<b>Revenues:</b>	
Miscellaneous anticipated revenue	\$ 4,434
<b>Operating grant revenues:</b>	
FEMA Grant	
Supplemental fire service act	7,885
<b>Total operating grant revenue</b>	<b>7,885</b>
<b>Miscellaneous revenues offset with appropriations:</b>	
Uniform fire safety act revenues:	
Annual registration fee	12,529
Other revenues	28,832
<b>Total uniform fire safety act revenues</b>	<b>41,361</b>
<b>Total miscellaneous revenues offset with appropriations</b>	<b>41,361</b>
<b>Total revenues</b>	<b>53,680</b>
<b>Amount raised by taxation to support district budget</b>	<b>1,164,457</b>
<b>Total anticipated revenues</b>	<b>1,218,137</b>
<b>Expenditures:</b>	
<b>Operating appropriations:</b>	
Administration:	
Salaries and wages	76,601
Fringe benefits	39,707
Other expenditures:	84,055
<b>Total administration</b>	<b>200,363</b>
<b>Cost of operations and maintenance:</b>	
Salaries and wages	95,095
Fringe benefits	3,884
Other expenditures	545,332
<b>Total cost of operations and maintenance</b>	<b>644,311</b>
<b>Operating appropriations offset with revenues:</b>	
Salaries and wages	16,000
Fringe benefits	1,320
Other expenditures	14,218
<b>Total operating appropriations offset with revenues</b>	<b>31,538</b>
<b>Total operating appropriations</b>	<b>926,189</b>
<b>Excess (efficiency) of revenues over (under) expenditures</b>	<b>291,948</b>
<b>Fund balance, January 1</b>	<b>814,061</b>
<b>Fund balance, December 31</b>	<b>\$ 1,106,009</b>

For the year ended December 31, 2019, there were no recommendations submitted.

The above synopsis was prepared from the report of the audit of the Fire District No. 1 of the Township of Lindenwold as of December 31, 2019.

This report of audit, submitted by Holt McNally & Associates, Inc., is on file at the office of the Fire District No. 1 of the Township of Lindenwold, 2201 Bangor Avenue, Lindenwold, New Jersey and may be inspected by any interested person.  
(\$99.76)

AFFIDAVIT OF PUBLICATION

Publisher's Fee \$99.76    Affidavit \$30.00

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STATE OF NEW JERSEY

Camden County

Personally appeared           *J. Enrique*          

Of the **Courier Post**, a newspaper printed in Cherry Hill, New Jersey and published in Cherry Hill, in said County and State, and of general circulation in said county, who being duly sworn, deposes and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

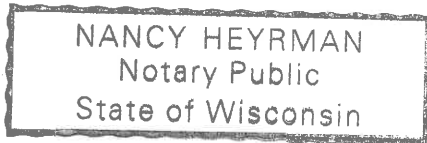
08/27/2020      A.D 2020

*Nancy Heyrman*  
Notary Public State of Wisconsin County of Brown

          *5.15.23*          

My commission expires

Ad Number: 0004347230



# COURIER-POST

PO Box 677304  
Dallas, TX 75267-7304

**Agency:**

LINDENWOLD FIRE DIST  
2201 BANGOR AVE  
LINDENWOLD, NJ, 08021

**Client:**

LINDENWOLD FIRE DIST  
2201 BANGOR AVE,  
LINDENWOLD, NJ 08021

**Acct:** CHL-076205

Acct No: CHL-076205  
**This is not an invoice**

Order #	Advertisement/Description	# Col x # Lines	Rate Per Line	Cost
0004296940	12 Chapman Contract NOTICE OF AWARD OF PROFESSIONAL SERVICES CONTRACT ENOTICE ON JULY 20 2020 LINDENWOLD FIRE DISTRICT NUMBER EAWARDED A PROFESSIONAL SERVICES CONTRACT F	2 col x 14 lines		\$22.32
		Affidavit of Publication Charge	1	\$30.00
		Tearsheet Charge	0	\$0.00
		Net Total Due:		\$52.32

Run Dates: 07/24/2020

Check #: \_\_\_\_\_

Date: \_\_\_\_\_

CERTIFICATION BY RECEIVING AGENCY  
I, HAVING KNOWLEDGE OF THE FACTS, CERTIFY AND DECLARE THAT THE GOODS HAVE BEEN RECEIVED OR THE SERVICES RENDERED AND ARE IN COMPLIANCE WITH THE SPECIFICATIONS OR OTHER REQUIREMENTS, AND SAID CERTIFICATION IS BASED ON SIGNED DELIVERY SLIPS OR OTHER REASONABLE PROCEDURES OR VERIFIABLE INFORMATION.

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

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I CERTIFY AND DECLARE THAT THIS BILL OR INVOICE IS CORRECT, AND THAT SUFFICIENT FUNDS ARE AVAILABLE TO SATISFY THIS CLAIM. THE PAYMENT SHALL BE CHARGEABLE TO:

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SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

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Date: 07/24/2020

Federal ID #: 061032273

Signature: \_\_\_\_\_

Official Position: Clerk

Kindly return a copy of this bill with your payment so that we can assure you proper credit.

AFFIDAVIT OF PUBLICATION

Publisher's Fee \$22.32    Affidavit \$30.00

STATE OF NEW JERSEY

Camden County

Personally appeared Joe Koyan

Of the **Courier Post**, a newspaper printed in Cherry Hill, New Jersey and published in Cherry Hill, in said County and State, and of general circulation in said county, who being duly sworn, deposes and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

07/24/2020    A.D 2020

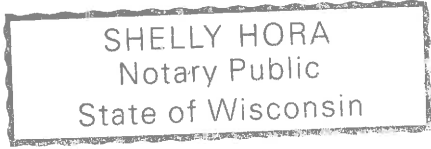
Shelly Hora

Notary Public State of Wisconsin County of Brown

8-25-23

My commission expires

Ad Number: 0004296940



**NOTICE OF AWARD OF PROFESSIONAL SERVICES CONTRACT**

TAKE NOTICE: On July 20, 2020, Lindenwold Fire District Number One awarded a Professional Services Contract for Engineering Services to Chapman Environmental Services for the purpose of conducting a Phase II Environmental Site Assessment. The Contract shall remain in effect until completion of the Phase II study. The amount of the contract is \$25,125.00. The resolution awarding the contract, and contract are on file and available for public inspection at the office of the Lindenwold Board of Fire Commissioners, 2201 Bangor Ave., Lindenwold.  
Dated: 07/22/2020  
Tiffany Beach, District Clerk  
(\$22.32)

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0004296940-01