

**Board of Fire Commissioners  
LINDENWOLD FIRE DISTRICT No.1  
Re-Organization Meeting Minutes**

**Meeting Date:** March 3, 2020  
**Meeting Place:** Fire Administration Building  
**Meeting Called To Order:** 7:30 pm  
**Members of Board Present:** **Chairman** – Clifford Ruth  
**Vice Chairman** – Richard Paul  
**Secretary** – Frank Weindel  
**Treasurer** – Wayne Hans  
**Commissioner** – Tammy DeLucca  
**District Clerk** – Tiffany Beach  
**Solicitor** – David A. Capozzi

**Salute the Flag**

**Sunshine Law** – **Comm. Ruth:** In accordance with the NJ Sunshine Law, this meeting has been properly advertised & is open to the public. A public portion will follow the re-organization of the Board.

**Roll Call Commissioners** – Comms. Hans Paul, Weindel, Ruth, Commissioner elect DeLucca- present.

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**Comm. Ruth:** At this time, we will swear in two elected Commissioners, Wayne Hans and Tammy DeLucca.

Solicitor Capozzi swore-in Wayne Hans and Tammy DeLucca to the Office of Fire Commissioners.  
Congratulations (applause).

**Comm. Ruth:** At this time, we'll move on to the nomination of Executive positions:

<b>Chairman</b>	Clifford Ruth, nominated by Comm. Paul, seconded by Comm. Hans. Any questions? (hearing none) Roll call vote, all yes, Comm. Ruth abstained.
<b>Vice Chairman</b>	Richard Paul nominated by Comm. Hans, seconded by Comm. DeLucca. Any questions? (hearing none) Roll call vote, all yes, Comm. Paul abstained.
<b>Secretary</b>	Frank Weindel nominated by Comm. Hans, seconded by Comm. Paul. Any questions? (hearing none) Roll call vote, all yes, Comm. Weindel abstained.
<b>Treasurer</b>	Wayne Hans nominated by Comm. Weindel seconded by Comm. DeLucca. Any questions? (hearing none) Roll call vote, all yes. Comm. Hans abstained.

**Comm. Ruth:** At this time, we'll move on to Committees for the year 2020.

<b>C. Ruth</b>	Administration/Personnel, Office of Fire Prevention, Apparatus, Budget
<b>R. Paul</b>	Fire Equipment, Turn-Out Gear, Gym, Recruitment/Membership, S.O.G.'s, Future Projects
<b>W. Hans</b>	Building Maintenance/Grounds, Fixed Assets, Health & Safety, Hydrants & Water
<b>F. Weindel</b>	Insurance, Incentive Program, Fuel, Uniforms & Training Division
<b>T. DeLucca</b>	Communications, Computers, Assist Personnel

The sale of assets and NFPA testing will be determined at a later date.

Motion made by Comm. Hans, seconded by Comm. Weindel to accept the committees for 2020.

Any questions on the motion or committees? (hearing none) Roll call vote, all yes.

**Resolutions- 2020-2**

**Authorize Appointment for Professional Services for the 2020-2021 Fiscal Year**

- a) **Attorney** David A. Capozzi, Esquire
- b) **Accountant** Koerner & Koerner, P.A.
- d) **Computer Services** Donald Miller
- e) **Preventive Medical** Virtua at Work and/or Interstate Mobile
- f) **Security Screening** IntelliCorp

Subcategory c will be put on hold for a later date for the Auditor.

Motion made by Comm. Paul, seconded by Comm. Weindel to accept the Professional Services.  
Any questions? (hearing none) Roll call vote, all yes.

**Resolution 2020 – 3 Monthly Board Meeting Dates and Times**

Motion made by Comm. Hans, seconded by Comm. Weindel to accept. Any questions? (hearing none)  
Roll call vote, all yes.

**Resolution 2020– 4 Designating Newspaper for Publication - Courier Post**

Motion made by Comm. Paul, seconded by Comm. Weindel to accept. Any questions? (hearing none)  
Roll call vote, all yes.

**Resolution 2020 – 5 Authorizing Bank of Record – TD Bank**

Motion made by Comm. Hans, seconded by Comm. Paul. Any questions? (hearing none)  
Roll call vote, all yes.

**Resolution 2020 – 6 Adopting a Cash Management Plan**

Motion made by Comm. Paul, seconded by Comm. Weindel to accept. Any questions? (hearing none)  
Roll call vote, all yes.

**Resolution 2020 – 7 Establishing the Paid Positions and Duties**

Motion made by Comm. Paul, seconded by Comm. Hans to accept. Any questions? (hearing none)  
Roll call vote, all yes.

**Resolution 2020 – 8 Disposal of Gear, Fire Dept. Equipment & Sale of Other Assets**

Motion made by Comm. Paul, seconded by Comm. Hans to accept. Any questions? (hearing none)  
Roll call vote, all yes.

**Resolution 2020 – 9 Appointment of the Fire Department Officers and the Chain of Command**

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

Resolution 2020-10 will be tabled until the next board meeting.

**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. Hans, seconded by Comm. Weindel to close to the Public. All in favor? Ayes have it.

**Adjourn – Comm. Ruth**

Motion made by Comm. Paul, seconded by Comm. Weindel to adjourn the meeting at 7:39 pm.  
All those in favor? Ayes have it.

# RESOLUTION

2020 – 2

## FIRE DISTRICT No. 1 BOROUGH OF LINDENWOLD

### Authorizing Appointment of Professional Services for the 2020-2021 Fiscal Year (Attorney, Accountant, Auditor, Computer Services, Preventive Medical & Security Screening)

**WHEREAS**, There exists a continuing need for professional services to be provided to Fire District No.1 in the Borough of Lindenwold, County of Camden, concerning various responsibilities undertaken by the Fire District, and

**WHEREAS**, Funds are available for these services, and

**WHEREAS**, The subject resolution providing for the awarding of a contract without public advertising for competitive where the nature of said contract is in the form of a professional service, and


**NOW THEREFORE**, Be it resolved by the Commissioners as follows:

- a) **Attorney:** David A Capozzi, Esquire is hereby appointed to provide legal services.
- b) **Accountant:** Koerner & Koerner, P.A. is hereby appointed to provide accounting services.
- c) **Auditor:** Holman Frenia Allison, P.C. is hereby appointed to provide auditing services.
- d) **Computer Services:** Donald Miller is hereby appointed to provide computer technical services.
- e) **Preventive Medical:** Virtua at Work and Interstate Mobile are hereby appointed to provide preventive medical services.
- f) **Security Screening:** IntelliCorp is hereby appointed to provide security screenings.

These professional services are relative to any and all issues presented to the Fire District pursuant to any of its obligations or responsibilities for the 2020-2021 fiscal year.

**Dated:** March 3, 2020

  
\_\_\_\_\_  
Chairman of the Board

  
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Attest: Tiffany Beach, District Clerk

**RESOLUTION  
2020-2a**

**BOROUGH OF LINDENWOLD  
FIRE DISTRICT No. 1  
Designating Legal Services Attorney**

WHEREAS, There is a need for Legal Services; and  
WHEREAS, Funds are available for such services; and  
WHEREAS, The Local Publics Contracts Law NJSA 40A:11-1 et seq. requires that a resolution authorizing the award of contracts for professional services, licensed and regulated by law, without competitive bids be adopted and publicly advertised.

NOW THEREFORE Be it resolved by the Board of Fire Commissioners as follows:

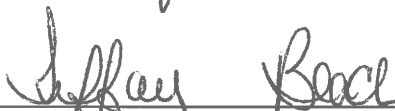
1. David A. Capozzi, Esq., of 601 White Horse Pike, Haddon Heights, New Jersey is hereby appointed Attorney for Lindenwold Fire District No.1 for the fiscal year 2020-2021 to perform the professional services required by the Board and to receive base compensation of \$7,000 per year.

2. This contract is awarded without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

BE IT FURTHER RESOLVED, That this resolution shall be published as required by law.

Dated March 3, 2020

  
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Chairman of the Board

  
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Attest: Tiffany Beach, District Clerk

**RESOLUTION  
2020 – 2b**

**FIRE DISTRICT No. 1  
BOROUGH OF LINDENWOLD**

**Authorizing Appointment of Accounting Services for the 2020-2021 Fiscal Year**

**WHEREAS**, There is a need for Accounting Services; and  
**WHEREAS**, Funds are available for such services; and  
**WHEREAS**, The Local Public Contract Law NJSA 40A11-1 et seq. requires that a resolution authorizing the award of contracts for professional services, licensed and regulated by law without competitive bids be adopted and publicly advertised.

**NOW THEREFORE**, Be it resolved by the Board of Fire Commissioners as follows:


1. Koerner & Koerner, P.A. be and is hereby appointed Accountants for Lindenwold Fire District No.1 for the 2020-2021 fiscal year to perform professional services required by the Board, and to receive compensation at the rate of \$65-\$175 per hour.

2. This contract is awarded without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

**BE IT FURTHER RESOLVED**, That this resolution shall be published as required by law.

**Dated:** March 3, 2020

  
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Chairman of the Board

  
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Attest: Tiffany Beach, District Clerk

**RESOLUTION  
2020 – 2d**

**FIRE DISTRICT No. 1  
BOROUGH OF LINDENWOLD**

**Designating Computer Technical Services for the 2020-2021 Fiscal Year**

**WHEREAS**, There is a need for Computer Technical Services; and

**WHEREAS**, Funds are available for such services; and

**WHEREAS**, The Local Publics Contracts Law NJSA 40A:11-1 et seq. requires that a resolution authorizing the award of contracts for professional services, licensed and regulated by law, without competitive bids be adopted and publicly advertised.

**NOW THEREFORE** Be it resolved by the Board of Fire Commissioners as follows:

1. Donald Miller of 12 N. Franklin Ave., Berlin, New Jersey is hereby appointed to perform Computer Technical Services for Lindenwold Fire District No.1 for the **2020-2021** fiscal year and to perform the professional services required by the Board and to receive base compensation of \$15,000 per year.

2. This contract is awarded without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

**BE IT FURTHER RESOLVED**, That this resolution shall be published as required by law.

**Dated:** March 3, 2020

  
\_\_\_\_\_  
Chairman of the Board

  
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Attest: Tiffany Beach, District Clerk

**RESOLUTION  
2020 – 2e**

**FIRE DISTRICT No. 1  
BOROUGH OF LINDENWOLD**

**Designating Preventive Medical Services for the 2020-2021 Fiscal Year**

**WHEREAS**, There is a need for Preventive Medical Services; and

**WHEREAS**, Funds are available for such services; and

**WHEREAS**, The Local Public Contracts Law NJSA 40A:11-1 et seq. requires that a resolution authorizing the award of contracts for professional services licensed and regulated by law without competitive bids be adopted and publicly advertised.

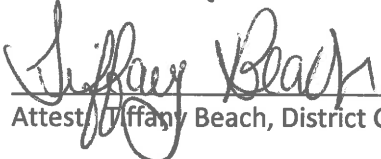
**NOW THEREFORE**, Be it resolved by the Board of Fire Commissioners as follows:

1. That Virtua at Work, 315 Rte. 70 East, Cherry Hill, NJ 08034, and Interstate Mobile Care, PO Box 64, Sewell, NJ 08080 are hereby appointed for Preventive Medical Services for Lindenwold Fire District No.1 for the fiscal year **2020-2021** to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services.
2. This contract is awarded without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

**BE IT FURTHER RESOLVED**, That this resolution shall be published as required by law.

**Dated:** March 3, 2020

  
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Chairman of the Board

  
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Attest, Tiffany Beach, District Clerk

**RESOLUTION  
2020 – 2f**

**FIRE DISTRICT No. 1  
BOROUGH OF LINDENWOLD**

**Designating Security Screening Services for the 2020-2021 Fiscal Year**

**WHEREAS**, There is a need for Security Screening Services; and

**WHEREAS**, Funds are available for such services; and

**WHEREAS**, The Local Public Contracts Law NJSA 40A:11-1 et seq. requires that a resolution authorizing the award of contracts for professional services licensed and regulated by law without competitive bids be adopted and publicly advertised.

**NOW THEREFORE**, Be it resolved by the Board of Fire Commissioners as follows:

1) IntelliCorp, PO Box 27903, New York, NY 10087 is hereby appointed for Security Screening Services for Lindenwold Fire District No.1 for the fiscal year **2020-2021** to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services.

2. This contract is awarded without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

**BE IT FURTHER RESOLVED**, This resolution shall be published as required by law.

**Dated:** March 3, 2020

  
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Chairman of the Board

  
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Attest: Tiffany Beach, District Clerk



# RESOLUTION

2020 – 3

## FIRE DISTRICT No. 1 BOROUGH OF LINDENWOLD

### Meeting Dates and Times for the 2020-2021 Fiscal Year

NOTICE IS HEREBY GIVEN of the schedule of meeting dates and times for the Board of Fire Commissioners, District No.1, Borough of Lindenwold, County of Camden, New Jersey for the 2020-2021 fiscal year, as set by the Board at the re-organization meeting held on March 3, 2020 and we reserve the right to take formal votes at all workshop meetings. The meetings will take place at the Fire Administration Building located at 2201 Bangor Ave., Lindenwold, NJ.

Board Meetings 7:30pm


March 16, 2020  
April 20, 2020  
May 18, 2020  
June 15, 2020  
July 20, 2020  
August 17, 2020  
September 21, 2020  
October 19, 2020  
November 16, 2020  
December 28, 2020 & Year-End  
January 18, 2021  
February 15, 2021  
March 2, 2021 Re-Organization

Workshop Meetings 7:30pm

September 14, 2020  
October 5, 2020  
November 2, 2020  
December 7, 2020

**Dated:** March 3, 2020

  
\_\_\_\_\_  
Chairman of the Board

  
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Attest: Tiffany Beach, District Clerk

**RESOLUTION**

**2020 – 4**

**FIRE DISTRICT No. 1  
BOROUGH OF LINDENWOLD**

**Designating Newspaper for Publications for the 2020-2021 Fiscal Year**

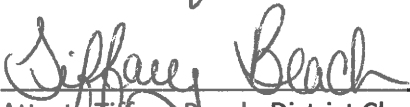
**WHEREAS**, the Commissioners of Fire District No. 1, Borough of Lindenwold, County of Camden, must by statutory law, publish various items in order to comply with said requirements of statutory law; and

**WHEREAS**, the Commissioners are desirous of designating various newspapers as official newspapers in which the Commissioners may publish various items during the **2020-2021** fiscal year;

**NOW THEREFORE BE IT RESOLVED**, that the Commissioners of Fire District No. 1, designate the Courier Post to publish required notices or other items during the **2020-2021** fiscal year pursuant to New Jersey statutes, unless said New Jersey statutory law otherwise mandates that a newspaper other than those referenced herein be used for said publications.

Dated: March 3, 2020

  
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Chairman of the Board

  
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Attest Tiffany Beach, District Clerk

**RESOLUTION**

**2020 – 5**

**FIRE DISTRICT No. 1  
BOROUGH OF LINDENWOLD**

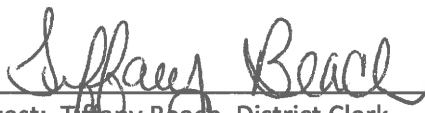
**Authorizing Bank of Record for the 2020-2021 Fiscal Year**

**WHEREAS**, There exists a need for services of a bank for deposit of funds for Fire District No. 1, Borough of Lindenwold, County of Camden,

**NOW THEREFORE**, Be it resolved by the Board of Fire Commissioners that TD Bank is hereby named to provide the banking services for Lindenwold Fire District No. 1 for the **2020-2021** fiscal year.

**Dated:** March 3, 2020

  
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Chairman of the Board

  
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Attest: Tiffany Beach, District Clerk

# RESOLUTION

2020 – 6

## FIRE DISTRICT No. 1 BOROUGH OF LINDENWOLD

### Adopting a Cash Management Plan for the 2020-2021 Fiscal Year

**WHEREAS**, Pursuant to N.J.S.A. 40A:5-14, the Fire District is required to adopt a Cash Management Plan for the Fire District, and;

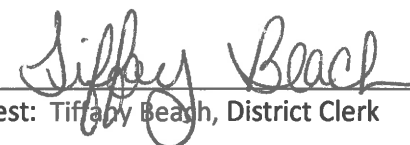
**WHEREAS**, The Board has received and approved a Cash Management Plan and desires that said plan be approved by adoption of a Resolution.

**NOW THEREFORE**, It is herein resolved by the Board of Fire Commissioners that the current plan be and is hereby adopted as the Cash Management Plan for the Fire District.

**BE IT FURTHER RESOLVED**, That said plan shall remain as the Cash Management Plan for the Fire District unless a written resolution amending the plan is adopted by the Board pursuant to the laws of the State of New Jersey.

**Dated:** March 3, 2020

  
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Chairman of the Board

  
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Attest: Tiffany Beach, District Clerk

# RESOLUTION

2020 – 7

## FIRE DISTRICT No.1 BOROUGH OF LINDENWOLD

### Establishing Paid Positions & Duties for the 2020-2021 Year

**WHEREAS**, N.J.S.A. 40A:14-81.1 provides that the Commissioners of Lindenwold Fire District No. 1, County of Camden, New Jersey by resolution shall establish paid positions within the department.

**THEREFORE**, Be it resolved that the Lindenwold Board of Fire Commissioners adopts the following paid positions, along with the said duties and salaries:

**Elected Positions:**

Commissioner/Clifford S. Ruth	\$4,000 annual
Commissioner/Tamara DeLucca	4,000 annual
Commissioner/ Wayne Hans	4,000 annual
Commissioner/Richard J. Paul, Jr.	4,000 annual
Commissioner/Frank Weindel	4,000 annual

**Paid Positions:**

Acting Fire Official Timothy Shannon	18,000 annual
Fire Prevention Specialist Michael Brezee	14,000 annual
Fire Prevention Specialist Stephen Robinson	9,500 annual
District Clerk Tiffany Beach	36,067 annual

**Professional Services:**

Computer Services – Donald Miller	15,000 annual
Auditor – Holt, McNally, and Associates	6,500 annual
Attorney – David Capozzi, Esq.	7,000 annual
Accountant – Koerner & Koerner, P.A.	65-175 hourly

**BE IT FURTHER RESOLVED**, That the Lindenwold Board of Fire Commissioners hereby states that is has complied with N.J.S.A. 40A:14-81.1 and does hereby submit a certified copy of this resolution.

**Dated:** March 3, 2020

  
\_\_\_\_\_  
Chairman of the Board

  
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Attest: Tiffany Beach, District Clerk

# RESOLUTION

2020 – 8

## FIRE DISTRICT No. 1 BOROUGH OF LINDENWOLD

### Permitting the Disposal of Turn-Out Gear, Fire Department Equipment and Other Assets by Donation or Sale for the 2020-2021 Fiscal Year

**WHEREAS**, the Lindenwold Fire District No.1 and Lindenwold Board of Fire Commissioners of the Borough of Lindenwold are empowered pursuant to NJSA 40A:14-81 to purchase, operate, maintain and dispose of turn-out gear, fire department equipment and/or other assets; and


**WHEREAS**, the Lindenwold Fire District No.1, and the Lindenwold Board of Fire Commissioners having inspected and itemized various pieces of turn-out gear, fire department equipment and other assets, and having determined all of which are no longer needed, have diminished value or serve any useful function; and

**WHEREAS**, the Lindenwold Fire District No.1 and the Lindenwold Board of Fire Commissioners believe to be in the best interest of the fire district to either donate or sell this turn-out gear, fire department equipment or other assets; and

**NOW, THEREFORE**, be it resolved by the Lindenwold Board of Fire Commissioners of the Borough of Lindenwold, County of Camden and State of New Jersey that the aforementioned items of turn-out gear, fire department equipment and other assets be either donated or sold to any willing third parties. Such sales or donations shall be made to third party recipients on an "as-is" basis, and the Fire District shall not provide any warranties and/or representations whatsoever as concerns the various items.

**Dated:** March 3, 2020

  
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Chairman of the Board

  
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Attest: Tiffany Beach, District Clerk

# RESOLUTION

2020 – 9

## FIRE DISTRICT No. 1 BOROUGH OF LINDENWOLD

### Appointment of Fire Department Officers for the 2020-2021 Fiscal Year

**WHEREAS**, the Lindenwold Fire Department in cooperation with the Board of Fire Commissioners for District No.1 of the Borough of Lindenwold jointly developed and recommends the adoption of a new Fire Command Structure for the Borough of Lindenwold; and

**WHEREAS**, the appointment of the volunteer positions shall be from the membership of the Lindenwold Fire Department; and

**WHEREAS**, the Lindenwold Fire Department in cooperation with the Board of Fire Commissioners for District No.1 of the Borough of Lindenwold jointly agree and acknowledge that the Board of Fire Commissioners for District No.1 of the Borough of Lindenwold shall make the appointment of these positions for the year **2020-2021** fiscal year.

**NOW, THEREFORE**, be it resolved by the Lindenwold Board of Fire Commissioners of the Borough of Lindenwold, County of Camden, State of New Jersey, hereby appoints the following individuals to serve as volunteers in the following capacity for Fire District No.1;

Philip Beeler, Jr.	Fire Chief
Keith Polifrone	Deputy Fire Chief
Steven Burns	Captain
Anthony Dimitri	Captain
Gio Maldonado	Lieutenant
Robert Goody	Lieutenant
Justin Busch	Lieutenant
Albert Miller	Lieutenant
Robert DeLucca	Safety Officer
Richard Luebberman	Safety Officer
Raymond McManus	Safety Officer

**Dated:** March 3, 2020

  
\_\_\_\_\_  
Chairman of the Board

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