

CINNAMINSON FIRE DISTRICT NO. 1  
EXECUTIVE MEETING  
March 11, 2008

The Executive Meeting of the Cinnaminson Fire District No. 1 Board of Fire Commissioners was called to order by Chairman Smith on March 11, 2008 in the Cinnaminson Township Municipal Building.

Present: Chairman Harry Smith, Bob Steel, Rob Dwyer, Richard Dietrich, Roger Butler

Announcement as made by Chairman Smith that this meeting was being held in accordance with the "open Public Meetings Act", PL 1975 C 231 having been advertised in the Burlington County Times and the News Weekly on February 22, 2008. A copy has been given to the township clerk and posted in the Township Building at 1621 Riverton Road Cinnaminson, NJ 08077

The Pledge of Allegiance was recited.

**Consent Agenda –**

**Results of Closed Personnel –** Nothing to report.

**Fire Chief, reports –** Chief Yearly reports for the month of February 2008 – 54 fire calls, 48 EMS, 1 special assignment. Year to date total - 208. Man hours - 307 for a total of 662.8. Injuries to personnel 0. Calls of interest – 2/6 - 2305 Church Rd for dwelling fire, 2/8 - 37 Church Street, Beverly for RIT assignment, 2/12 – 24 Hadley Lane, Willingboro for RIT assignment, 2/27 – 502 Jefferson Street for RIT assignment, 2/27 – cover Station 701. Chief attended Acme's opening for new café. The Acme donated \$500 to the Fire Company as a gift card that the Fire Company will be able to use for expenditures for food. Drills for the month – 3/10 SCBA practical, 3/17 Officers meeting, 3/24 SCBA practical, 3/31 cut off for mandatory training.

**Fire Official –** Danny Norman reads report. Last month we received the hydro markers for Westfield Leas. They were installed. Mr. Dietrich asks Danny Norman the outcome when someone tried to pay a fine in cash. Mr. Norman informs Mr. Dietrich of the situation and the outcome. The individual was directed to obtain a money order after bouncing a check as we do not accept cash. The individual never returned. Danny spoke to the Judge and Mr. Braslow and both commented that it would be difficult to charge them as they did attempt to pay in cash. Mr. Dietrich feels that the Board should adopt a policy that if someone attempts to pay with cash in the office it should be accepted and a receipt issued. Mr. Adams confirms that it would be in the office only, not out in the field.

**Fire Sub-code –** Chief Yearly reports that we've purchased the updated software to install on the new laptops. The inspectors are collecting data as they perform their inspections. We hope to have the laptops in the vehicles within the next couple months. Report read by Chief Yearly. The construction at the mini mall is slowly progressing. One of the tenants will be Burlington Coat Factory. Shop Rite has received the footings and foundation permit. Bank of America should be opening in the next few weeks. The road work is still waiting for Verizon. The Villages at Cinnaminson Harbour have opened new samples for the luxury town houses.

**Facilities –** Nothing to report.

**Personnel –** Nothing to report.

**Insurance –** Nothing to report.

**Apparatus report –** Report read by Mr. Butler. Chairman Smith asks about a bill from Lenny's Towing for muffler repair. Chief Yearly states that they went where they had an account set up. Board members would like a larger list of contractors approved by the Board.

**Duty Crew –** Mr. Steel requests that he submit report at next week's meeting. Deputy Chief Schoenfeld comments that the crews are running up to 8 calls a month out of duty crews. Mr. Steel asks that the explorers are meeting at the other station, but we still need to get them recorded.

**Liaison to Officers** – Nothing to report.

**Banquet** – This year's banquet was a success.

**Treasurer's Report** –

**Budget Work Session** – Mr. Dietrich comments after reviewing the budget and percentages that we are in pretty good shape. Chief Yearly reports that the month of April will be our largest expenditure month of the year because we have our pension payment due which is \$133,000 and the truck payment. But we will receive the Township check the first week and any large expenditures for any large ticket items will not be paid until May. Chairman Smith comments that there should be discussion on handling emergency expenditures, but anything outside of the operations and maintenance should be approved on a case by case basis. Mr. Dwyer comments that with Bruce Adams being part time and Chief Yearly retiring that monies should be watched more carefully until things are figured out with administration of the department.

**Capitol Assets** – Nothing to report.

**Strategic Planning** – Chief Yearly reports that they are still working on the apparatus end of it and the presentation. The presentation should be ready for the one of the April meetings.

**Newsletter and Publicity** – Mr. Dwyer informs the Board that they have paid the web-site person \$800 tonight. We have another \$1,000 that he is owed. Mr. Dwyer suggests we hire someone else for web site maintenance as this vendor has been difficult to work with. Mr. Dwyer suggests not paying the \$1,000, as this would renew the annual contract with current vendor.

**Correspondence** – Nothing to report.

**Old Business** – Nothing to report.

**New Business** – Board discussed changing format of agenda and work session. To communicate via email. Chief Yearly reviews with the Board list of items for purchase for the Boards review and approval. Mr. Dietrich suggests that the Board asks Bruce Adams and Chief Yearly to prepare a list of businesses that are not currently vendors that we might want to have accounts with. After discussion by the Board members the Chief is given a list of items that are okay to pay.

**Public comment** – Deputy Chief Schoenfeld comments that he does not like the direction that things are going, that the Board does not have confidence in its officers staff; and also that more and more there seems to be members of the Board going off on their own direction without the whole Board knowing what was happening.

Mr. Dietrich replies regarding Deputy Chief Schoenfeld's concerns and that the Board does communicate with each other.

The Board makes determination on what monies can be spent on without obtaining there approval. (Tapes changes at this point and new tape picks up after discussion is completed).

Board approves for Bruce to pay the annual service of the ice machines for both stations and wall pack light at Station 2 on 2<sup>nd</sup> floor stairway that needs repairs. Board approves.

**Adjournment** – Motion to adjourn to closed session made by Mr. Smith, seconded by Mr. Dwyer. Meeting adjourned.