

# Board of Fire Commissioners, Fire District No1.

Township of Gloucester, County of Camden

P.O. Box 38, Glendora, New Jersey 08029

[FireDistrict1@glotwpfd1.comcastbiz.net](mailto:FireDistrict1@glotwpfd1.comcastbiz.net)

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## General Info

- **Date & Time:** August 12, 2025, 6:59 PM (Duration: ~30 minutes)
- **Meeting Location:** Glendora Fire Company, Township Fire District 1 (NJ)
- **Attendees:**
  - Chairperson: Commissioner Glass
  - Board Members: Commissioners Murphy, Steiner, Semple, Minner; Fire Chief Woods, Solicitor

## Agenda Items:

- **Item 1:** Compliance and Opening Business
  - Meeting opened with Pledge of Allegiance and Open Public Meetings Act notice (published Jan 14, 2025, Courier-Post; posted on station bulletin board).
  - Roll call: All commissioners present. Prior meeting minutes approved.
  - No detailed outgoing communications discussed; incoming communication included audit status.
- **Item 2:** Audit Update
  - 2024 audit returned “good.” Commissioners reviewed it; minor outstanding items resolved. Commissioner Steiner to pick up final copy.
- **Item 3:** Fire Chief’s Report (August 2025)
  - Incidents YTD: 180.
  - Personnel: Two applicants (Benjamin Campbell, Joseph Hauser) passed background checks; physicals scheduled. Two additional application packets sent; one experienced firefighter relocating from Hamilton (Firefighter I & II).
  - Equipment Requests:
    - Two 2-lb sledges from Firefighter 1: \$149.12.
    - 24" Halligan bar and 8-lb sledge for Chief’s vehicle from Firefighter 1: \$301.84.
    - Water rescue kit for Chief’s vehicle from Firefighter 1: quote pending.
  - Grants/Gear:
    - Finalizing pricing to complete state grant for turnout gear.
    - SAFER staffing grant submitted; no award decisions. Grant consultant reports some applicants receiving clarification requests; this is not an award or denial. Contacts on file: Chief Woods and Chris; contact details confirmed current.
  - Communications/IT:
    - Wireless modem on Squirt needs replacement; installed cost \$1,665 with new antenna by Allen Wireless (same vendor as attack unit).
    - First Due access issues for some users (authorization errors). Chief to restore access. Explore using the new training laptop in the radio room for reporting/training; consider securing it with a lock.
  - Vehicles: Gathering quotes for maintenance.
  - Uniforms: New District Chief badge delivered; duty crew t-shirts and hats delivered; three members issued duty crew uniforms.
  - Duty Crew: 18 day crews; 15 night crews.
  - SCBA Fit Testing: Scheduled 8/13, 5:30–6:30 PM at the station by Interstate Mobile. Missed members must test at Interstate independently.
  - Interlocal Agreement (Joint Duty Crews): District 3 attorney added changes; Section 12 reviewed and acceptable. Final version to be sent to Commissioner Glass for signature (previously approved last month).
  - Records/Reports: Effort underway to backfill incident reports (February–July). Jamie assisting; significant progress made.
  - Training Request: Firefighter Nick Lopez seeks Fire Inspector course (tuition and books: \$575).

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- **Item 4:** Fire Official's Report (August)
  - Inspections: July was light; a few scheduled were missed. Thursday blocked for inspection catch-up.
  - Completed: 1 complaint inspection; 3 follow-ups; 11 smoke detector inspections; 1 meeting; 1 training class; total 38 hours.
  - Enforcement:
    - Dollar General paid \$26,300 in penalties today; additional violation due Friday (possible \$1,000 penalty if not corrected).
    - 703 complex: System running but failed electrical inspection due to absent owner; open violation remains despite fire subcode pass after upgrades (new detectors/panel).
    - Glendora Ice Cream: Not within Fire Official scope until business opens.
    - New appliance store opened; inspection scheduled Thursday. Glendora Service Center expected to reopen; outstanding historic state invoices will be addressed upon registration. Several legacy businesses have unpaid life hazard fees; some recovered from landlords/realtors.
- **Item 5:** Insurance Report
  - Prior bill confusion resolved; past due invoice was paid.
  - Budget Workshops proposed for September; dates discussed as Sept 18 and 23 (to be noticed; prior publication not yet done).
  - Member Insurance Administration:
    - Need to update active roster for insurance and life insurance beneficiaries.
    - Obtain current carrier roster; highlight removals (terminations, inactive) and add new members.
    - Lifetime/long-term service beneficiaries remain eligible (e.g., life members, commissioners with qualifying service).
    - Forms: additions, terminations, changes, beneficiary cards. Chief to compile names; Commissioners to process, scan, and send to Rick. Murph to receive completed forms. Effective date set as member start date (if applicable).
- **Item 6:** Treasurer's Report
  - Bills for the month: \$28,167.24. Motion to accept bills approved by roll call.
  - Revenues: Smoke alarm inspections \$535; Non-life-hazard fees \$86; one outstanding \$10 report fee processed.
  - Certificates of Deposit:
    - One CD matured yesterday; proposal to renew as 9-month at 4.00% at Haddon Savings. Action to be taken under New Business.
    - Another CD maturing 9/5; 10-day grace period applies. Will revisit at next meeting.
- **Item 7:** Shared Services (Vehicles/Fuel)
  - Chair contacted township for shared services (vehicle maintenance, repairs, fuel). Township sent contracts without current repair rate schedule.
  - Chair requested detailed current pricing before proceeding. Fuel acknowledged as variable; repairs require rate transparency. Will revisit upon township response.
- **Item 8:** New Business Motions
  - Purchase approvals:
    - Tools: Two 2-lb sledges, 24" Halligan, 8-lb sledge totaling \$577.00 (noted \$577.60 during discussion) approved.
    - Water rescue kit for Chief's vehicle approved; amount to be paid per vendor quote upon receipt.
    - Wireless modem and antenna for Squirt: \$1,665 installed by Allen Wireless approved.
  - Training: Firefighter Nick Lopez Fire Inspector course tuition/books \$575 approved.
  - Conditional Operational Approval: Benjamin Campbell and Joseph Hauser authorized to begin running duty crew calls upon passing their physicals.
- **Item 9:** Public Comment

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- No public requests.
- **Item 10:** Adjournment
  - Motion to adjourn approved.