

# Board of Fire Commissioners

Gloucester Township Fire District No. 5

Lambs Terrace Fire Company

**Regular Meeting Minutes**

**June 7, 2022**

**I. Call to Order**

The meeting of the Board of Fire Commissioners was called to order at 7:00 p.m. Chairman Engelbert delivered the Sunshine Notice and led the Pledge of Allegiance.

- II. Roll Call:** Present: Commissioner Lloyd, Commissioner Moran,  
Commissioner Rinaldi, Chairman Engelbert, Solicitor Carlamere  
Absent: Commissioner DeRosa

- III. Treasurer's Report** – Chairman Engelbert read the Treasurer's report and the submission of bills for the month of June in the amount of **\$24,536.62**. A motion to approve was made by Commissioner Rinaldi, seconded by Commissioner Moran. Roll Call: 4-0 Motion carried.

- IV. Minutes** – A motion to approve Regular Meeting minutes from May 3, 2022 was made by Commissioner Rinaldi, seconded by Commissioner Moran. Roll Call: 4-0 Motion carried.

- V. Clerks Report** – None at this time

- VI. Career Report** – None at this time

- VII. Fire Marshal Report** – Attached.

- VIII. Chief's Report** – Chief Goins reported that there will be 3 new volunteers joining the Lambs Terrace Fire Company. Chief Goins commended all of the fire fighters that attended the fire on Monday, June 6, 2022. Chief Goins spoke about the gear washer and the Cecil Marine motor.

- IX. President's Report** – They will be meeting the first Monday of each month. They now have 2 new members and they are trying to get new members to join as well.

**X. Commissioners' Report:**

**Commissioner Moran** stated that the maintenance needs to be run once a week on a Wednesday and that the generator needs to be run every Thursday. The pick up truck was inspected and commented on the inspection check list. The Tahoe has been

recalled 4 times for the air bags and ABS. **Commissioner Moran, Commissioner Rinaldi** and **Chairman Engelbert** thanked everyone for a job well done on the fire on Monday, June 6, 2022

**Chairman Engelbert** discussed the new key fab system in the amount of \$4,828.74. The new key fab system will be run through the computers in Board of Fire Commissioners' office computers. A motion to approve was made by **Commissioner Rinaldi**, seconded by **Commissioner Moran**. Roll call: 4-0 Motion carried.

**Chairman Engelbert** discussed Fire Fighter Edward Fowler being moved from Step 1 to Step 2. A motion to approve was made by **Commissioner Rinaldi**, seconded by **Commissioner Lloyd**. Roll Call: 4-0 Motion carried.

**Chairman Engelbert** reported that on Sunday evening, June 5, 2022 Quickbooks was locked out when running Payroll. **Chairman Engelbert** stated that Pat Davis was contacted and on Monday, June 6, 2022, Pat Davis came in to assist with the glitch in the payroll system. The glitch was fixed with remote access with a representative from Quickbooks and the payroll went through. **Chairman Engelbert** stated that he will be added to the Quickbooks software system as well as Clerk Cindy Jeminey and Clerk Barbara Moore since Clerk Kay Harmon is out sick.

- XI. Public Portion** – no one wished to speak.
- XII. Chairman Engelbert** asked to go into Executive Session at 7:15 p.m. A motion to approve was made by **Commissioner Moran**, seconded by **Commissioner Rinaldi**. At the time of 7:26 p.m., Executive Session ended.
- XIII. Adjournment** – Chairman Engelbert asked for a motion to adjourn which was made by Commissioner Rinaldi, seconded by Commissioner Lloyd. All in favor. The meeting was adjourned at 7:35 p.m.

The next meeting will be held on Tuesday, July 12, 2022 at 7:00 p.m.

Respectfully Submitted,

  
Cindy Jeminey, Recording Secretary