

Pine Hill Fire District #1
Regular Meeting / Reorganization Meeting Minutes
February 2, 2017

Meeting was called to order by Chairman Kevin Waddington at 7:30P.M. Mr. Waddington led the salute to the flag and read the Open Public Meetings Act.

Roll Call: Commissioner Davis – present, Commissioner Hassett – present, Commissioner Wakeley – absent, Commissioner Warrington – present, Commissioner Waddington – present.

Other Officials Present: Chief Dukes, Deputy Chief Greer, President Rabchuk, Vice President Pfeiffer and Captain Hunter

Approval of Minutes: Chairman Waddington asked for a motion to approve the January 2017 regular session meeting minutes

Motion to approve: Commissioner Davis, 2nd Commissioner Warrington, All in favor: 4 Yes Votes

Approval of Treasurer's Report: Chairman Waddington asked for a motion to approve the Treasurers Report Month ending 1/31/17

Motion to approve: Commissioner Hassett, 2nd Commissioner Warrington, All in favor: 4 Yes Votes

Old Business:

Committee Chair Reports:

1. Fire Equipment and Apparatus Liaison- no report
2. Community Relations Liaison – Commissioner Warrington stated that with the election coming he would like to send out an informational letter stating the level of service and then the 2nd page to give people an idea of training requirements. He also stated that the last page would have the Chief, Line Officers and Commissioners names. Chairman Waddington then thanked the Business Administrator, Chief and Captain for getting the letter processed and mailed out.
3. Information Technology and Equipment Commissioner –progress
4. Insurance Fund Commissioner – progress
5. Fire Prevention Commissioner – Commissioners read the Thank You letter from Mayor Green.

NEW BUSINESS:

- **Resolution 17-08:** Approval and Payment of Bills
Motion to approve: Commissioner Davis, 2nd by Commissioner Warrington, Roll Call: 4 Yes Votes
- **Resolution 17-09:** Approval of 2017 Election Workers at a rate of \$100.00
Motion to approve: Commissioner Hassett, 2nd by Commissioner Warrington, Roll Call: 4 Yes Votes
- **Resolution 17-10:** Approval of Administrative Policy #2017-001
Motion to approve: Commissioner Hassett, 2nd by Commissioner Davis, Roll Call: 4 Yes Votes
- **Resolution 17-11:** Award Contract for In House Cascade System Maintenance
Motion to approve: Commissioner Davis, 2nd by Commissioner Warrington, Roll Call: 4 Yes Votes
- **Resolution 17-12:** Renewal of Membership for the First Responder Joint Insurance Fund
Motion to approve: Commissioner Davis, 2nd by Commissioner Warrington, Roll Call: 4 Yes Votes

FIRE CHIEF'S REPORT: Chief Dukes submitted an official report (please see attached) Chief Dukes spoke about the Glenn Aire situation and getting it under control and that the gas stoves are part of the issue. He also explained the administrative policy and future documents that would be coming. Lastly he spoke about the SAFER Grant and stated how there was a meeting with the Business Administrator, Captain Hunter, and himself to finalize next Monday.

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FIRE OFFICIAL'S REPORT: Fire Official Cornforth submitted an official report (please see attached)

BUSINESS ADMINISTRATOR'S REPORT: Business Administrator Jennifer Dawson submitted an official report (please see attached) Mrs. Dawson also stated that she has received state contract pricing for a new copier saving money from our current copier lease.

Motion: to enter into a state contract with Kyocera to purchase a new copier

Motion made by Commissioner Warrington, 2nd Commissioner Davis, Roll Call: 4 yes votes

Motion to accept the reports: Commissioner Hassett, 2nd Commissioner Davis, All in Favor: 4 yes votes

OPEN THE FLOOR TO THE PUBLIC: Chairman Waddington asked for a motion to open the floor to the public.

Motion: Commissioner Hassett, 2nd Commissioner Davis, All in Favor: 4 yes votes

Walt Davis- 1 Franklin Ave 1.

Mr. Davis stated that sending out the mailing is a good idea. Commissioner Warrington stated that he hoped for some positive feedback.

Mr. Davis asked for an update on the trucks that are out. Chairman Waddington stated that the Squad and Ladder are both back and that the Squad is out for more repairs.

Mr. Davis asked for an update on the volunteer numbers. Chief Dukes stated that we have received new applications however we have a chance of losing more members as result in personal accomplishments.

CLOSE FLOOR TO THE PUBLIC: Chairman Waddington asked for a motion to close the floor to the public.

Motion: Commissioner Hassett, 2nd Commissioner Warrington, All in Favor: 4 yes votes

Closed Session:

- Chairman Waddington asked for a motion to approve Resolution 17-14 Authorizing a Closed Session for reasons of contracts/personel at 7:54 pm.

Motion: Commissioner Warrington, 2nd Commissioner Davis, Roll Call: 4 yes votes

- Chairman Waddington asked for a motion to come out of a Closed Session at 8:38 pm.

Motion: Commissioner Warrington, 2nd Commissioner Hassett, Roll Call: 4 yes votes

NEW BUSINESS:

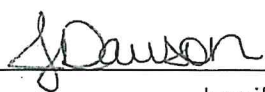
- **Resolution 17-13:** Resolution to make application for FY2016 Staffing for Adequate Fire and Emergency Response (SAFER)

Motion to approve: Commissioner Hassett, 2nd by Commissioner Davis, Roll Call: 4 Yes Votes

The meeting was adjourned at 7:39 pm.



Kenneth Davis
Commission Secretary



Jennifer Dawson
Business Administrator