

Pine Hill Fire District #1  
Regular Meeting / Reorganization Meeting Minutes  
July 6, 2017

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

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

**Other Officials Present:** Chief Dukes, Captain Hunter, and Solicitor Dave Carlamere

**Approval of Minutes:** Vice Chairman Warrington asked for a motion to approve the June 2017 regular session meeting minutes

*Motion to approve: Commissioner Warrington, 2<sup>nd</sup> Commissioner Davis, All in favor: 2Yes Votes(Wakeley and Hassett abstained)*

**Approval of Treasurer's Report:** Vice Chairman Warrington asked for a motion to approve the Treasurer's Reports Month ending 06/30/17

*Motion to approve: Commissioner Davis, 2<sup>nd</sup> Commissioner Wakeley, Roll Call: 4 Yes Votes*

**Old Business:**

**Committee Chair Reports:**

- **Fire Equipment and Apparatus Liaison:**
  - Commissioner Wakeley stated that Chief Duke's report explains it all including the transmission on the Chief's Truck.
- **Community Relations Liaison: none**
- **Information Technology and Equipment Commissioner: none**
- **Insurance Fund Commissioner: none**
- **Fire Prevention Commissioner: none**

**NEW BUSINESS:**

- **Resolution 17-37: Approval and Payment of Bills**  
*Motion to approve: Commissioner Davis, 2<sup>nd</sup> by Commissioner Wakeley, Roll Call: 4 Yes Votes*
- **Resolution 17-38: Award of Purchase through State Contract for Ladder Truck Tires**  
*Motion to approve: Commissioner Davis, 2<sup>nd</sup> by Commissioner Hassett, Roll Call: 4 Yes Votes*
- **Resolution 17-39: Awarding Service for 2006 Expedition**  
*Motion to approve: Commissioner Davis, 2<sup>nd</sup> by Commissioner Wakeley, Roll Call: 4 Yes Votes*
- **Resolution 17-40: Certifying Annual Report of Audit**  
*Motion to approve: Commissioner Wakeley, 2<sup>nd</sup> by Commissioner Davis, Roll Call: 4 Yes Votes*

**FIRE CHIEF'S REPORT:** Chief Dukes submitted an official report (please see attached)

1. Chief Dukes asked the district would be willing to send a monetary donation to support the rehab unit  
Vice Chairman Warrington asked for a motion not to exceed an expenditure of \$200.00 to the Rehab Unit  
*Motion to approve: Commissioner Hassett, 2<sup>nd</sup> by Commissioner Wakeley, Roll Call: 4 Yes Votes*
2. Chief Dukes explained that the Business Administrator received a Subpoena for a past volunteer and wanted some guidance from the Solicitor, it was agreed that the Business Administrator would send the Solicitor the information and go from there.

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

**FIRE DISTRICT ADMINISTRATOR'S REPORT:** Fire District Business Administrator Jennifer Dawson submitted an official report (please see attached)

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*Motion to accept all of the reports: Commissioner Hassett, 2<sup>nd</sup> Commissioner Wakeley, All in Favor: 4 yes votes*

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

*Motion: Commissioner Wakeley, 2<sup>nd</sup> Commissioner Hassett, All in Favor: 4 yes votes*

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

*Motion: Commissioner Davis, 2<sup>nd</sup> Commissioner Hassett, All in Favor: 4 yes votes*

**CLOSED SESSION:**

- **Resolution 17-41:** Authorization to Enter into Closed Session for reason of Contracts/Personnel  
*Motion to approve: Commissioner Davis, 2<sup>nd</sup> by Commissioner Hassett, Roll Call: 4 Yes Votes*

*Motion to resume open session at 8:24: Commissioner Wakeley, 2<sup>nd</sup> by Commissioner Davis, Roll Call: 4 Yes Votes*

*Motion made for Commissioner Davis and Commissioner Hassett to be on the Duty Crew Committee to discuss the implementation needs of the program*


*Motion to approve: Commissioner Hassett, 2<sup>nd</sup> by Commissioner Wakeley, Roll Call: 4 Yes Votes*

**ADJOURNEMENT:** Vice Chairman Warrington asked for a motion to adjourn the meeting.

*Motion: Commissioner Hassett, 2<sup>nd</sup> Commissioner Wakeley, All in Favor: 4 yes votes*

The meeting was adjourned at 8:26 pm.

  
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Kenneth Davis  
Commission Secretary

  
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Jennifer Dawson  
Fire District Business Administrator