

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

Meeting was called to order by Chairman Waddington at 7:31P.M. Mr. Waddington led the salute to the flag and read the Open Public Meetings Act.

Solicitor Dave Carlamere administered the Oath of Office to the Commissioner Wakeley as Fire Commissioner.

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

Other Officials Present: Deputy Chief John Greer, Captain Hunter and Solicitor Dave Carlamere

Nominations for Fire Commissioner Positions: Chairman Waddington asked for a motion to keep all Fire Commissioner Positions the same as they were in 2016.

Motion to approve: Commissioner Waddington, 2nd Commissioner Wakeley, Roll Call: 4 Yes Votes

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

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

Approval of Treasurer's Report: Chairman Waddington asked for a motion to approve the Treasurers Report Month ending 02/28/17

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

Acceptance of Correspondences: Chairman Waddington asked for a motion to accept the Correspondences for the Month of February

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

Old Business:

Committee Chair Reports:

Fire Equipment and Apparatus Liaison:

- Commissioner Wakeley discussed the Squad warrenty issues and stated that the truck should be done this upcoming weekend. He also stated that the Deputy Chief vehicle needs to have a light bar installed. He stated that Firefighter Gordon has taken control of all maintenance issues.
- Chairman Waddington made asked for a motion to authorize Commissioner Wakeley with the assistance of Chief Dukes to enter into a contract with the HGAC Cooperative to purchase a utility truck with a cost not to exceed \$35,000.00

Motion to approve: Commissioner Davis, 2nd Commissioner Wakeley, Role Call: 4 Yes Votes

Community Relations Liaison:

- Chairman Waddington thanked Business Administrator Dawson and Captain Hunter for getting the letters out to the community. He also thanked Commissioner Warrington and Chief Dukes for writing the letter as it helped to vote to come out in a favorable way. He also noted that next time we should only send one letter per household to save on costs.

Information Technology and Equipment Commissioner:

- Chairman Waddington stated that since the current IT provider will no longer be in business effectively June 30, 2017 that we should contract with The Breaker Group as they have given a proposal that will keep the current services and pricing through 2017.

Insurance Fund Commissioner: Progress

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

NEW BUSINESS:

- **Fire District Election Results (see attached)** Chairman Waddington read the results of the election,
Resolution 17-15: Approval and Payment of Bills
Motion to approve: Commissioner Davis, 2nd by Commissioner Wakeley, Roll Call: 4 Yes Votes
- **Resolution 17-16:** Appointment of Fire Official
- **Resolution 17-17:** Appointment of Volunteer Fire Chief
- **Resolution 17-18:** Appointment of Fire Administrator
- **Resolution 17-19:** Appointment of Fire Inspector
*Motion to approve Resolutions 17-16 through 17-19: Commissioner Davis, 2nd by Commissioner Wakeley
Roll Call Resolutions 17-16 through 17-19: 4 Yes Votes*
- **Resolution 17-20:** Adoption of Cash Management Plan
Motion to approve: Commissioner Hassett, 2nd by Commissioner Davis Roll Call: 4 Yes Votes
- **Resolution 17-21:** Designation of Official Depository
*Motion to approve: Commissioner Davis, 2nd by Commissioner Wakeley Roll Call: 3 Yes Votes,
Commissioner Hassett Abstained*
- **Resolution 17-22:** Designation of Official Publication
Motion to approve: Commissioner Hassett, 2nd by Commissioner Wakeley Roll Call: 4 Yes Votes
- **Resolution 17-23:** Appointment of First JIF Fund Commissioner and Alternate
Motion to approve: Commissioner Wakeley, 2nd by Commissioner Davis Roll Call: 4 Yes Votes
- **Resolution 17-24:** Awarding Professional Services Contract for Solicitor
- **Resolution 17-25:** Awarding Professional Services Contract for Auditor
- **Resolution 17-26:** Awarding Professional Services Contract for Insurance Consultant
- **Resolution 17-27:** Awarding Professional Services Contract for Medical Provider
- **Resolution 17-28:** Awarding Professional Services Contract for Medical Insurance Consultant
- **Resolution 17-29:** Awarding Professional Services Contract for Computer Maintenance
*Motion to approve Resolutions 17-24 through 17-29: Commissioner Davis, 2nd by Commissioner Hassett
Roll Call Resolutions 17-24 through 17-29: 4 Yes Votes*
- **Resolution 17-30:** Salaries of Fire District Commissioners and Employees
Motion to approve: Commissioner Hassett, 2nd by Commissioner Davis Roll Call: 4 Yes Votes
- **Resolution 17-31:** Schedule of Meeting Dates
Motion to approve: Commissioner Hassett, 2nd by Commissioner Wakeley, Roll Call: 4 Yes Votes
- **Resolution 17-32:** Establishing Public Portion of Meeting Requirements
Motion to approve: Commissioner Wakeley, 2nd by Commissioner Hassett, Roll Call: 4 Yes Votes

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

Motion to accept: Commissioner Davis, 2nd Commissioner Wakeley, All in Favor: 4 yes votes

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

Motion to accept: Commissioner Davis, 2nd Commissioner Wakeley, All in Favor: 4 yes votes

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

Motion to accept: Commissioner Davis, 2nd Commissioner Wakeley, 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 Davis, 2nd Commissioner Wakeley, All in Favor: 4 yes votes

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

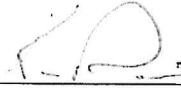
Motion: Commissioner Davis, 2nd Commissioner Wakeley, All in Favor: 4 yes votes

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

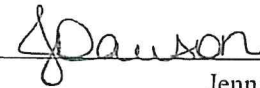
ADJOURNEMENT: Chairman Waddington asked for a motion to adjourn the meeting.

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

The meeting was adjourned at 7:53 pm.



Kenneth Davis
Commission Secretary



Jennifer Dawson
Fire District Business Administrator