

Pine Hill Fire District #1
Regular Meeting Minutes
March 7, 2019

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

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

Other Officials Present: Solicitor Carlamere, Chief Dukes, Deputy Chief Greer, Captain Hunter, FD President Joe Pfeiffer

Minutes: Chairman Waddington asked if there were any questions regarding the minutes for February's Regular Meeting and Closed Session. There were none. A motion was made by Commissioner Hassett and seconded by Commissioner Wakeley to approve both sets of minutes. Motion approved with four yes votes and one abstention.

Treasurer's Report: Chairman Waddington said that there was no treasurer's report.

Communications List: Chairman Waddington explained the communications listed on the agenda and asked for a motion to approve. A motion to approve the communications list for February was made by Commissioner Davis and seconded by Commissioner Warrington. Motion passed with five yes votes.

Old Business:

Committee Chair Reports:

- **Fire Equipment and Apparatus Liaison:** No Report
- **Community Relations Liaison:** No Report
- **Information Technology and Equipment Commissioner:** No Report
- **Insurance Fund Commissioner:** No report
- **Fire Prevention Commissioner:** No report

NEW BUSINESS: Chairman Waddington asked if there were any questions regarding the payment of bills for February. There were none.

- **Resolution 19-08:** Approval and payment of bills
- A motion to approve resolution 19-08, as the bills were in order, was made by Commissioner Hassett and seconded by Commissioner Davis. Roll Call Vote: Commissioner Davis – yes, Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Wakeley – yes, Commissioner Warrington – yes. Motion passed with five yes votes. Resolution adopted.

Chairman Waddington explained the need to update the Drug and Alcohol Policy, which was last updated in 2004, and asked if there were any questions. Chief Dukes added that there was a slight change in the wording on page 12 that he approved after the draft was sent to the Commissioners. Chief Dukes explained the changes and the Commissioners were fine with the changes.

- **Resolution 19-09:** Amending Drug & Alcohol Policy
- A motion to approve resolution 19-09 to amend the Drug and Alcohol Policy was made by Commissioner Warrington and seconded by Commissioner Davis. Roll Call Vote: Commissioner Davis – yes, Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Wakeley – yes, Commissioner Warrington – yes. Motion passed with five yes votes. Resolution adopted.

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FIRE CHIEF'S REPORT: See attached report. Chief Dukes explained that he attended a meeting at the MUA to discuss the Geographic Information Systems (GIS). Chief Dukes said that he found it of little value to the Fire Department since Active 911 already notifies the firefighters of the locations of the hydrants.

Chief Dukes said that Firefighter Jim Gordon is having difficulty in getting quotes to perform extensive work on the Ladder Truck. Chief Dukes explained that the total cost of all the repairs would be about \$10,000.

Chief Dukes said that the Interview Panel conducted Command Interviews on March 5, 2019 and the interviews went well. Chief Dukes said that all five candidates did well in the interview.

Chief Dukes said that the fire department responded to a call at the High School. It was a bitterly cold day and the students needed to evacuate to the Middle School. Chief Dukes said the he was concerned about moving the students in such bad weather.

Commissioner Warrington said that he is working on finding an Employee Assistance Provider and creating an Employee Assistance Policy. Commissioner Warrington expressed the need to have this benefit for the active and volunteer firefighters. He hopes to present everything at the next meeting.

FIRE OFFICIAL'S REPORT: See attached report.

FIRE DISTRICT ADMINISTRATOR' REPORT: See attached report

A motion to approve all reports presented was made by Commissioner Davis and seconded by Commissioner Wakeley. Motion passed with five yes votes.

OPEN THE FLOOR TO THE PUBLIC: Chairman Waddington asked for a motion to open the floor to the public. A motion to open the floor to the public was made by Commissioner Warrington and seconded by Commissioner Davis. Motion passed with five yes votes.

Walt Davis – 1 Franklin Ave. asked to address the commission.

1. Mr. Davis asked about the test for full-time firefighters. Commissioner Waddington told Mr. Davis that the testing has been completed and the candidates were interviewed on Tuesday. He hopes to start the new firefighters by April.
2. Mr. Davis asked why there was a meeting regarding the Drug & Alcohol policy. Chief Dukes said that the current policy was last updated in 2004 and the policy needed to be updated.
3. Mr. Davis asked what fire truck was having all the trouble. Chief Dukes responded that the Ladder Truck is in need of repairs.
4. Mr. Davis asked about the other trucks. Chief Dukes said that the other trucks are in good shape.
5. Mr. Davis asked about a recent death of an infant. Commissioner Warrington said that this issue should not be discussed in a public meeting.
6. Mr. Davis asked about the recent outbuilding fire. Chief Dukes said that the fires involved a garage, chicken coop and a shed. Mr. Davis asked if the fires were reported to code officials. Chief Dukes said that the proper procedures were followed.
7. Mr. Davis asked about his OPRA request. He said that he was looking for more information. Commissioner Waddington answered his question.

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CLOSE FLOOR TO THE PUBLIC: Chairman Waddington asked for a motion to close the floor to the public if there were no other questions. There were none. A motion to close the floor to the public was made by Commissioner Warrington and seconded by Commissioner Wakeley. Motion passed with five yes votes.

CLOSED SESSION: Chairman Waddington said that the Commissioners need to address some issues in closed session and it should take about 40 minutes.

RESOLUTION 19-10: Closed Session

A motion was made by Commissioner Warrington and seconded by Commissioner Davis to approve Resolution 19-10 and enter a closed session. Motion passed with five yes votes. Closed session began at 7:54 p.m.


OUTCOME OF CLOSED SESSION: The regular meeting resumed at 8:52 p.m. Chairman Waddington said that there were no official actions taken in the closed session. Chairman Waddington asked if there were any other issues. There were none.

ADJOURNMENT: A motion to adjourn was made by Commissioner Warrington and seconded by Commissioner Wakeley. Motion passed with five yes votes.

The meeting was adjourned at 8:53 p.m.



Kenneth Davis
Commission Secretary



John Campanella
Fire District Business Administrator