

Pine Hill Fire District #1
Regular Meeting Minutes
September 5, 2019

Meeting was called to order by Chairman Waddington at 7:34 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 – *not present*, Commissioner Warrington – *present*

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

Minutes: Chairman Waddington asked if there were any questions regarding the minutes for August 2019. There were none. A motion to approve the minutes was made by Commissioner Hassett and seconded by Commissioner Warrington. All commissioners were in favor. Motion passed.

Treasurer's Reports: None

Communications List: Chairman Waddington explained the communications listed on the agenda was proof of publication of the audit synopsis.

Old Business:

Committee Chair Reports:

- **Fire Equipment and Apparatus Liaison:** No Report
- **Community Relations Liaison:** No Report
- **Information Technology and Equipment Commissioner:** Chairman Waddington reported on the purchase of two new computers. Administrator Campanella reported that the investigation into the recent ransomware attack has been completed. There was no indication that any personal information was compromised. However, the investigators were unable to determine which computer was accessed and how the ransomware attack was launched. Chairman Waddington explained the cost associated with such an attack.
- **Insurance Fund Commissioner:** No report
- **Fire Prevention Commissioner:** No report
- **EMS Liaison:** Commissioner Warrington explained a recent meeting with AMR officials where obtaining reports, training, and drills were discussed.

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NEW BUSINESS: Chairman Waddington asked if there were any questions regarding the payment of bills presented at this meeting. There were none.

- **Resolution 19-25:** Approval and payment of bills
- A motion to approve resolution 19-25, as the bills were in order, was made by Commissioner Warrington and seconded by Commissioner Davis. Roll Call Vote: Commissioner Davis – yes, Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Warrington – yes. Motion passed with four yes votes.

Chairman Waddington asked if there were any questions regarding certifying the annual audit. Commissioner Warrington asked if there were any adverse findings. Chairman Waddington said no.

- **Resolution 19-26:** Certifying Annual Audit
- A motion to approve resolution 19-26, certifying the annual audit, was made by Commissioner Warrington and seconded by Commissioner Davis. Roll Call Vote: Commissioner Davis – yes, Commissioner Hassett – abstained, Commissioner Waddington – yes, Commissioner Warrington – yes. Motion passed with three yes votes.

Chairman Waddington explained that when the budget was approved, funds were set aside for the hiring of two full-time firefighters. Now that the firefighters were hired, we need to transfer those funds into a different account. Chairman Waddington asked if there were any questions. There were none.

- **Resolution 19-27:** Transfer of Funds
- A motion to approve resolution 19-27, transferring funds, was made by Commissioner Warrington and seconded by Commissioner Davis. Roll Call Vote: Commissioner Davis – yes, Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Warrington – yes. Motion passed with four yes votes.

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Chairman Waddington explained the need to change the supervising certifying officer for the pension system due to the resignation of Jennifer Dawson and asked if there were any questions. There were none.

- **Resolution 19-28:** Supervising Certifying Officer
- A motion to approve resolution 19-28, changing the supervising certifying officer, was made by Commissioner Hassett and seconded by Commissioner Davis. Roll Call Vote: Commissioner Davis – yes, Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Warrington – abstained. Motion passed with three yes votes.

Chairman Waddington explained the need to apply for a SAFER Grant and asked if there were any questions. There were none.

- **Resolution 19-29:** SAFER Grant
- A motion to approve resolution 19-29, applying for SAFER Grant, was made by Commissioner Hassett and seconded by Commissioner Warrington. Roll Call Vote: Commissioner Davis – yes, Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Warrington – yes. Motion passed with four yes votes.

Chairman Waddington explained that our auditors requested that we update the resolution on who is eligible for DCRP. The previous resolution was from 2009. Chairman Waddington asked if there were any questions. There were none.

- **Resolution 19-30:** DCRP Eligibility
- A motion to approve resolution 19-30, DCRP eligibility, was made by Commissioner Davis and seconded by Commissioner Warrington. Roll Call Vote: Commissioner Davis – yes, Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Warrington – yes. Motion passed with four yes votes.

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Chairman Waddington asked the Chief to explain the Interlocal Agreement. Chief Dukes explained the need for the agreement and how it will increase public safety. Chairman Waddington expressed concern over the wording of one paragraph. Chief Dukes also expressed the same concern over the wording which he will get clarified.

- **Resolution 19-31:** Interlocal Agreement with Gloucester Twp. Fire Districts
- A motion to table resolution 19-31 until the next meeting was made by Commissioner Warrington and seconded by Commissioner Hassett. All commissioners were in favor. Motion passed.

OTHER NEW BUSINESS: Chairman Waddington said that the fire department recently performed CPR on two individuals, saving their lives. Chairman Waddington expressed his sincere thanks to the members involved in the calls.

Chief Dukes also stated that he was very proud of these firefighters and commendations were placed in their personnel records. Chief Dukes also stated that the family of one of the victims came to the fire house to personally thank the fire department.

FIRE CHIEF'S REPORT: See attached report. Fire Chief Dukes explained that all the fire hydrants in town were recently painted by the MUA. Chief Dukes said that he was driving through Winslow Twp. late at night and noticed that all the fire hydrants had reflective bands around them. They were easily visible at night. Chief Dukes said that these reflective bands would be an asset in Pine Hill, making it easier to find hydrants at night. Chief Dukes estimated the cost to be approximately \$3,500 to include all the fire hydrants in town. Chief Dukes also added that the MUA may be willing to split the cost. A motion was made by Commissioner Warrington and seconded by Commissioner Davis to approve splitting the cost with the MUA, with the Pine Hill Fire District contributing up to \$2,000. Roll Call Vote: Commissioner Davis – yes, Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Warrington – yes. Motion passed with four yes votes.

FIRE OFFICIAL'S REPORT: See attached report.

FIRE DISTRICT ADMINISTRATOR' REPORT: See attached report

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Chairman Waddington asked for a motion to approve the reports if there were no questions. There were none. A motion to approve the fire chief's, fire marshal's and administrator's reports was made by Commissioner Hassett and seconded by Commissioner Warrington. All were in favor. Motion passed with four 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. All were in favor. Motion passed with four yes votes.

There was no public participation

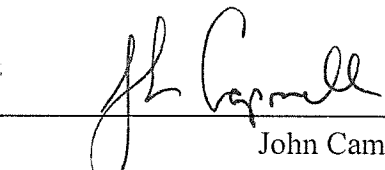
CLOSE FLOOR TO THE PUBLIC: Chairman Waddington asked for a motion to close the floor to the public if there were no questions. A motion to close the floor to the public was made by Commissioner Warrington and seconded by Commissioner Davis. All were in favor. Motion passed with four yes votes.

CLOSED SESSION: There was no need for a closed session

ADJOURNMENT: Chairman Waddington asked if there were any other issues. There were none. A motion to adjourn was made by Commissioner Warrington and seconded by Commissioner Hassett. All commissioners were in favor. Motion passed with four yes votes.

The meeting was adjourned at 7:58 p.m.


Kenneth Davis
Commission Secretary


John Campanella
Fire District Business Administrator