

Pine Hill Fire District #1
Regular Meeting Minutes
January 2, 2020
Meeting Location: Borough of Pine Hill Municipal Hall

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: Chief Dukes, Deputy Chief Greer, Solicitor Carlamere, Captain Hunter, and many fire chiefs from surrounding areas.

Swearing In of Deputy Chief Hunter: Chairman Waddington explained that a resolution was approved at the last meeting appointing Captain Joseph Hunter to the position of Deputy Chief. Chairman Waddington turned the ceremony over the Chief Dukes.

Chief Dukes thanked the Commissioners and then thanked Deputy Chief John Greer for his 45 years of dedicated service. Chief Dukes spoke briefly about the struggles facing fire departments across the country and Captain Hunter’s long history with the fire department. Chief Dukes asked Mayor Christopher Green to perform the swearing in.

Mayor Green also spoke favorably about Captain Hunter and then conducted the official swearing in of Deputy Chief Joseph Hunter. (Applause)

Chairman Waddington announced that there will be a ten-minute recess in the meeting to congratulate Deputy Chief Hunter and take pictures. Recess began at 7:42 p.m.

Recall Meeting: Chairman Waddington recalled the meeting to order at 7:52 p.m. and asked for a roll call. Roll call: Commissioner Davis – present, Commissioner Hassett – present, Commissioner Waddington – present, Commissioner Wakeley – present, Commissioner Warrington – present.

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

Communications List: Chairman Waddington explained the communications listed on the agenda were affidavits from the Courier Post confirming our legal notices were published.

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Old Business:

Committee Chair Reports:

- **Fire Equipment and Apparatus Liaison:** No report
- **Community Relations Liaison:** Commissioner Warrington said that the Christmas parade was very nice.
- **Information Technology and Equipment Commissioner:** Chairman Waddington explained that there will be a motion tonight under new business to approve two policies and training in cyber security. This will make the fire district compliant with Tiers 1 and 2 of the JIF's cyber response plan making the fire district eligible for a partial reimbursement of our insurance deductible.
- **Insurance Fund Commissioner:** No report
- **Fire Prevention Commissioner:** No report
- **EMS:** Commissioner Warrington said that he is planning a meeting with the fire chief and a representative from AMR.

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

- **Resolution 20-01:** Approval and payment of bills
 - A motion to approve resolution 20-01, as the bills were in order, was made by Commissioner Hassett and seconded by Commissioner Wakeley. Roll call vote: Commissioner Davis – yes, Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Wakeley – yes, Commissioner Warrington – abstain. Motion passed with four yes votes.

Chairman Waddington again explained the need to protect the fire district from cyber attacks and asked for a single motion to approve a minimum-security response plan for cyber security incidents, an information technology practice policy and a contract with a vendor for cyber security training. A motion to approve these three items was made by Commissioner Warrington and seconded by Commissioner Wakeley. Roll Call vote: Commissioner Davis – yes, Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Wakeley – yes, Commissioner Warrington – yes. Motion passed with five yes votes.

FIRE CHIEF'S REPORT: See attached report. Chief Dukes added that the fire department responded to 967 calls in 2019 and 32 of the calls were working fires.

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 administrative reports. A motion to approve all reports presented was made by Commissioner Hassett and seconded by Commissioner Davis. All commissioners were in favor. Motion passed.

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 Hassett and seconded by Commissioner Davis. All commissioners were in favor. Motion passed.

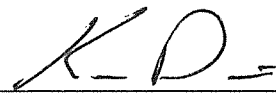
Walt Davis – 1 Franklin Ave. asked to address the commission.

1. Mr. Davis asked if the 2.3% increase in the 2020 budget was due to the four career firefighters. Chairman Waddington explained that the firefighters are entitled to a 2% contractual raise in 2020. Chairman Waddington also explained that the fire district had to budget matching funds as a required if our SAFER grant application is approved.
2. Mr. Davis asked about around the clock fire protection. Chairman Waddington explained that the weekend duty crew program provides around the clock protection in the summer months and the addition of two full-time firefighters in April assures that there is always a driver on duty around the clock.
3. Mr. Davis asked why there was a reduction in fringe benefits. Chairman Waddington said that one of our administrators resigned and we do not need to fill the position.

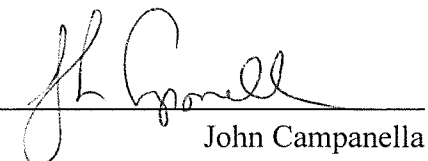
CLOSE FLOOR TO THE PUBLIC: Chairman Waddington asked for a motion to close the floor to the public if there were no other questions. There were none. A motion to close the floor to the public was made by Commissioner Wakeley and seconded by Commissioner Hassett. All commissioners were in favor. Motion passed.

ADJOURNMENT: Chairman Waddington asked if there were any other issues that needed to be addressed. There were none. A motion to adjourn was made by Commissioner Warrington and seconded by Commissioner Wakeley. All commissioners were in favor. Motion passed.

The meeting was adjourned at 8:09 p.m.



Kenneth Davis
Commission Secretary



John Campanella
Fire District Business Administrator