

Pine Hill Fire District #1
Regular Meeting Minutes
August 6, 2020

Note: Due to the Covid-19 health crisis, this meeting was conducted using the Zoom meeting platform. Meeting information was published in the Courier Post and on the fire district's website.

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

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

Other Officials Present: Chief Dukes, Deputy Chief Hunter, Solicitor Carlamere, Captain DJ Baiori

Minutes: Chairman Waddington asked if there were any questions regarding the minutes of the meeting held on July 2, 2020. There were none. A motion to approve the minutes was made by Commissioner Warrington and seconded by Commissioner Wakeley. Three commissioners were in favor. Chairman Waddington abstained because he was unable to attend the meeting in July. Motion passed with three yes votes.

Communications List: Chairman Waddington explained the communications listed on the agenda and asked if there were any questions. There were none. A motion to approve the communications list was made by Commissioner Warrington and seconded by Commissioner Wakeley. All were in favor. Motion passed with four yes votes.

Old Business:

Committee Chair Reports:

- **Fire Equipment and Apparatus Liaison:** Commissioner Wakeley explained the problem with the Ladder Truck.
- **Community Relations Liaison:** No Report
- **Information Technology and Equipment Commissioner:** No Report
- **Insurance Fund Commissioner:** No report
- **Fire Prevention Commissioner:** No report
- **EMS Liaison:** Commissioner Warrington said that there were personnel changes at AMR that he will discuss with the Chief. He said that the number of EMS calls is back to normal, however, there have been a few mix-ups. Commissioner Warrington also said that Deputy Chief Hunter has done a good job getting the fire district compliant with the State of NJ regarding our ambulance. He also said that Administrator Campanella is working on getting an NPI number for the fire district.

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NEW BUSINESS: Chairman Waddington asked if there were any questions regarding the payment of bills presented at the meeting or the other items listed on the agenda. There were none.

- Resolution 20-11: Approval and payment of Bills - As the bills were in order, a motion to approve resolution 20-11 was made by Commissioner Warrington and seconded by Commissioner Hassett. Roll Call Vote: Commissioner Hassett – yes, Commissioner Waddington – yes. Commissioner Wakeley – yes, Commissioner Warrington – yes. Motion passed with four yes votes.
- Resignation – Chairman Waddington explained that Commissioner Davis submitted a letter of resignation because he moved out of the Borough. Chairman Waddington recommended accepting the resignation. A motion to accept the letter of resignation from Commissioner Kenneth Davis was made by Commissioner Hassett and seconded by Commissioner Warrington. Roll Call Vote: Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Wakeley – yes, Commissioner Warrington – yes. Motion passed with four yes votes.
- Appointment of interim Commissioner – Chairman Waddington said that he would like to discuss appointing an interim commissioner during the closed session.
- Appointment of Board Secretary – Chairman Waddington said that due to the resignation of Commissioner Davis, we need to fill a vacant board secretary position until the next reorganization meeting. Chairman Waddington said that he recommends Commissioner Wakeley to fill the position. A motion to appoint Commissioner Wakeley as Board Secretary was made by Commissioner Warrington and seconded by Commissioner Hassett. Roll Call Vote: Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Wakeley – abstained, Commissioner Warrington – yes. Motion passed with three yes votes.
- Appointment of Budget Committee – Chairman Waddington explained the need to appoint a committee for the 2021 budget. He recommended appointing Commissioner Wakeley. A motion to appoint Commissioner Wakeley to the budget committee was made by Commissioner Warrington and seconded by Commissioner Hassett. Roll Call Vote: Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Wakeley – abstained, Commissioner Warrington – yes. Motion passed with three yes votes.
- Appointment of Budget Committee Treasurer – Chairman Waddington explained the need to appoint a treasurer for the budget committee. A motion to appoint Chairman Waddington as the Budget Committee Treasurer was made by Commissioner Warrington and seconded by Commissioner Hassett. Roll Call Vote: Commissioner Hassett – yes, Commissioner Waddington – abstained, Commissioner Wakeley – yes, Commissioner Warrington – yes. Motion passed with three yes votes.

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FIRE CHIEF'S REPORT: See attached report. Chief Dukes added that the fire department has been very busy responding to approximately 100 calls per month. Chairman Waddington asked for a motion to approve the Chief's report. A motion to approve the Chief's written report was made by Commissioner Warrington and seconded by Commissioner Hassett. All were in favor. Motion passed with four yes votes.

FIRE OFFICIAL'S REPORT: See attached report. Chairman Waddington explained that in the Fire Marshal's report, the fire marshal is requesting that Trump National Golf Course be refunded a permit fee of \$427 due to the cancellation of the fireworks display scheduled for Memorial Day weekend. A motion to issue a refund to Trump National Golf Course in the amount of \$427 was made by Commissioner Warrington and seconded by Commissioner Wakeley. Roll Call Vote: Commissioner Hassett – yes, Commissioner Waddington – yes, Commissioner Wakeley – yes, Commissioner Warrington – yes. Motion passed with four yes votes.

FIRE DISTRICT ADMINISTRATOR'S REPORT: See attached report

Chairman Waddington asked if there were any questions regarding the Fire Official's, or Administrator's reports. There were none. A motion to approve the reports presented was made by Commissioner Warrington and seconded by Commissioner Wakeley. 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 Wakeley. 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 other questions. There were none. A motion to close the floor to the public was made by Commissioner Warrington and seconded by Commissioner Wakeley. All were in favor. Motion passed with four yes votes.

CLOSED SESSION: Chairman Waddington said that a close session was needed to discuss some personnel issues. A motion to enter a closed session was made by Commissioner Warrington and seconded by Commissioner Wakeley. All were in favor. Motion passed with four yes votes. Closed session began at 7:55 p.m.

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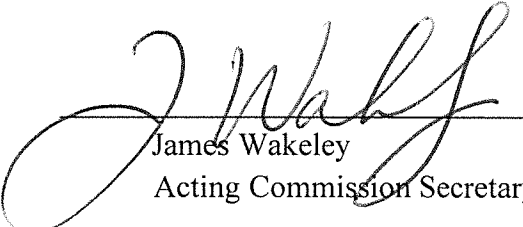
MEETING CALLED BACK TO ORDER: Chairman Waddington called the meeting to order at 8:06 p.m. after the closed session ended. Roll Call: Commissioner Hassett – present, Commissioner Waddington – present, Commissioner Wakeley – present, Commissioner Warrington – present.

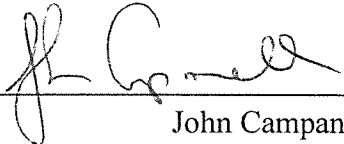
OUTCOME OF CLOSED SESSION: Chairman Waddington announced that in closed session the commissioners discussed whether to fill the board vacancy due to Commissioner Davis resigning. A motion not to fill the position before the November election was made by Commissioner Warrington and seconded by Commissioner Wakeley. All were in favor. Motion passed with four yes votes.

Chairman Waddington also announced that there was a discussion in closed session concerning the employees' contractual benefit regarding selling vacation time. Currently, employees are contractually permitted to sell back one week of vacation time. A motion was made by Commissioner Warrington and seconded by Commissioner Hassett to allow the employees to sell back one additional week of vacation time **in 2020 only** due to the Covid-19 pandemic hindering the use of vacation time. All were in favor. Motion passed with four yes votes.

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

The meeting was adjourned at 8:10 p.m.


James Wakeley
Acting Commission Secretary


John Campanella
Fire District Business Administrator