

Pine Hill Fire District #1
Regular Meeting Minutes
December 3, 2020

Due to the continued rise in Covid cases, the Commissioners conducted this meeting virtually using the Zoom meeting platform.

Meeting was called to order by Chairman Waddington at 7:35 P.M. Chairman Waddington led the salute to the flag and read a statement regarding the Open Public Meetings Act.

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

Other Officials Present: Solicitor Dave Carlamere, Chief Dukes

Swearing In: Chairman Kevin Waddington congratulated Commissioner Hagarty on his election and welcomed him to the Board. He also congratulated Commissioners Warrington and Wakeley on their successful re-elections. Chairman Waddington announced that Commissioners Hagarty, Warrington and Wakeley were sworn-in by Solicitor David Carlamere at 11 AM on December 3, 2020 at the firehouse.

Minutes: Chairman Waddington asked if there were any questions regarding the regular minutes for November 2020. There were none. A motion to approve the minutes was made by Commissioner Warrington and seconded by Commissioner Wakeley. All four commissioners present were in favor. Motion passed.

Communications List: Chairman Waddington explained that there were no communications listed on the agenda.

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
- **EMS Liaison:** Commissioner Warrington said that he had a virtual meeting with AMR today. They discussed the identified issues. It seems EMT's are doing as they please. At the start of their shift, they are to report to GT, then come here. It also seems that they are not sending the closest ambulance, which is unacceptable. Finally, it seems based on the numbers they are responding to more out of town calls than in town calls.

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NEW BUSINESS:

- **Second Reading of 2021 Fire District Budget:** Chairman Waddington said that the proposed 2021 Fire District Budget was approved by the State of NJ and was introduced at our meeting in November. A copy was posted in the Pine Hill Borough Hall, and on the Fire District's website. Chairman Waddington said that he will open the floor for a public hearing, so residents can ask questions or express their concerns regarding the budget.

- **Open Session/Public Hearing: (Motion to Open/Close):** Chairman Waddington asked for a motion to open the floor for a public hearing regarding the topic of the 2021 Fire District Budget only. A motion to open the floor for a public hearing was made by Commissioner Warrington and seconded by Commissioner Wakeley. All four Commissioners present were in favor. Motion passed.

There was no public participation. No residents joined the Zoom meeting.

- **Close Public Hearing:** Chairman Waddington asked if there were any further questions regarding the topic of the 2021 Pine Hill Fire District Budget. There were none. A motion to close the public hearing was made by Commissioner Hagarty and seconded by Commissioner Warrington. All four Commissioners present were in favor. Motion passed.

- **New Business Continued:** Chairman Waddington announced that at the suggestion of Solicitor Carlamere, we will vote on Resolutions 20-19 and 20-20 separately and then vote on Resolutions 20-22 through 20-38 as a consent agenda. Resolution 20-21 has been withdrawn.
 - **Resolution 20-19:** Approval of 2021 Budget – Chairman Waddington explained that the State of NJ approved the 2021 budget that was introduced in November and the public was given an opportunity to ask questions. Chairman Waddington asked if there were any other questions regarding the 2021 budget. There were none. A motion to approve Resolution 20-19 and adopt the 2021 budget was made by Commissioner Warrington and seconded by Commissioners Hagarty and Wakeley.
 - **Roll Call Vote:** Commissioner Hagarty – yes, Commissioner Waddington – yes, Commissioner Wakeley – yes, Commissioner Warrington – yes, Commissioner Hassett – absent. Motion passed with four yes votes.

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- **Resolution 20-20:** Approval and Payment of Bills - Chairman Waddington said that the bill list was included in the agenda packet and announced that there was a late addition added to the bill list. Commissioner Waddington asked if everyone received the late addition. Everyone said yes. Chairman Waddington asked if there were any questions regarding the bill list. There were none. A motion to approve Resolution 20-20, as the bills were in order, was made by Commissioner Hagarty and seconded by Commissioner Wakeley.
 - Roll Call Vote: Commissioner Hagarty – yes, Commissioner Waddington – yes, Commissioner Wakeley – yes, Commissioner Warrington – yes, Commissioner Hassett – absent. Motion passed with four yes votes.

Chairman Waddington said that Resolutions 20-22 through 20-38 will be voted on using a single motion and vote. Any commissioner wishing to remove a resolution from the agenda to discuss and vote on separately, has the right to make that request. Chairman Waddington asked if any commissioners would like to vote on a particular resolution separately. There were no requests. A motion to vote on resolutions 20-22 through 20-38 was made by Commissioner Wakeley and seconded by Commissioner Warrington.

- Roll Call Vote: Commissioner Hagarty – yes, Commissioner Waddington – yes, Commissioner Wakeley – yes, Commissioner Warrington – yes, Commissioner Hassett – absent. Motion passed with four yes votes.
- **Resolution 20-22:** Appointment of Volunteer Fire Chief
 - **Resolution 20-23:** Appointment of Fire Administrator
 - **Resolution 20-24:** Appointment of Fire Inspector
 - **Resolution 20-25:** Appointment of Fire Inspector
 - **Resolution 20-26:** Adoption of Cash Management Plan
 - **Resolution 20-27:** Designation of Official Depository
 - **Resolution 20-28:** Designation of Official Publication
 - **Resolution 20-29:** Appointment of First JIF Fund Commissioner and Alternate
 - **Resolution 20-30:** Awarding Professional Services Contract for Solicitor
 - **Resolution 20-31:** Awarding Professional Services Contract for Auditor
 - **Resolution 20-32:** Awarding Professional Services Contract for Insurance Consultant
 - **Resolution 20-33:** Awarding Professional Services Contract for Medical Provider
 - **Resolution 20-34:** Awarding Professional Services Contract for Computer Maintenance
 - **Resolution 20-35:** Salaries of Fire District Commissioners and Employees
 - **Resolution 20-36:** Schedule of Meeting Dates

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- **Resolution 20-37:** Appointment of Fire District Administrator
- **Resolution 20-38:** Establishing Public Portion of Meeting Requirements

Chairman Waddington explained that the Chief intends to distribute a letter to all personnel regarding secondary employment, which was included in the agenda packet. Chief Dukes explained his concerns regarding employees working second jobs and becoming infected at the second jobs with Covid-19. Chief Dukes gave a lengthy explanation. Chairman Waddington asked if there were any questions. There were none. A motion to approve the Chief's letter for distribution was made by Commissioner Hagarty and seconded by Commissioner Wakeley. All four commissioners present at the meeting were in favor. Motion passed with four yes votes.

- **Approval of Chief's Letter dated 11/24/2020 regarding secondary employment**

- **Nominations for Fire Commissioner Positions:** Chairman Waddington opened the floor for nominations.
 - **Chairman** – Commissioner Kevin Waddington was nominated by Commissioner Wakeley and seconded by Commissioner Warrington. There were no other nominations. All commissioners were in favor.
 - **Vice Chairman** – Commissioner Charles Warrington Jr. was nominated by Commissioner Wakeley and seconded Commissioner Hagarty. There were no other nominations. All commissioners were in favor.
 - **Secretary** – Commissioner James Wakeley was nominated by Commissioner Warrington and seconded by Chairman Hagarty. There were no other nominations. All commissioners were in favor.
 - **Treasurer** – Commissioner Kevin Waddington was nominated by Commissioner Wakeley and seconded by Commissioner Warrington. There were no other nominations. All commissioners were in favor.
 - **Personnel** – Commissioner Thomas Hassett was nominated by Commissioner Wakeley and seconded by Commissioner Hagarty. There were no other nominations. All commissioners were in favor.

FIRE CHIEF'S REPORT: See attached report. Chief Dukes suggested that the secondary employment issue be added to the union contract.

FIRE OFFICIAL'S REPORT: See attached report.

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FIRE DISTRICT ADMINISTRATOR' REPORT: See attached report

A motion to approve all reports presented was made by Commissioner Hagarty and seconded by Commissioner Warrington. 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 Warrington and seconded by Commissioner Hagarty. All Commissioners were in favor. Motion passed.


There was no public participation.

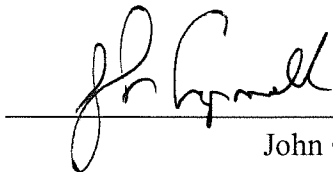
CLOSE FLOOR TO THE PUBLIC: Chairman Waddington asked for a motion to close the floor to the public if there were no other questions. There were none. A motion to close the floor was made by Commissioner Warrington and seconded by Commissioner Hagarty. All Commissioners were in favor. Motion passed.

ADJOURNMENT: Chairman Waddington asked if there were any other issues that needed to be addressed. Solicitor Carlamere thanked the Board for renewing his contract. Commissioner Wakeley asked members to pray for George Borchert, he is seriously ill. Chief Dukes said that on December 20th there will be a group photo taken of everyone in their Class A uniforms. Then Santa will hit the streets.

A motion to adjourn was made by Commissioner Warrington and seconded by Commissioner Wakeley. All Commissioners were in favor. Motion passed with four yes votes.

The meeting was adjourned at 8:11 p.m.


James Wakeley
Commission Secretary


John Campanella
Business Administrator