

Pine Hill Fire District #1  
Regular Meeting Minutes  
July 1, 2021

**MEETING CALLED TO ORDER:** Meeting was called to order by Vice Chairman Warrington at 7:30 P.M. Vice Chairman Warrington led the salute to the flag and read a statement regarding the Open Public Meetings Act.

**ROLL CALL:** Commissioner Hagarty – present, Commissioner Hassett – not present, Commissioner Waddington – not present, Commissioner Wakeley – present, Commissioner Warrington – present

**OTHER OFFICIALS PRESENT:** Chief Dukes, Deputy Chief Hunter, Fire Department President Joseph Pfeiffer

**MINUTES:** Vice Chairman Warrington asked if there were any questions regarding the regular minutes and closed session minutes for the meeting held on June 3, 2021. Also, the minutes of the special meeting held on June 16, 2021. There were none. A motion to approve all three minutes was made by Commissioner Hagarty and seconded by Commissioner Wakeley. All commissioners were in favor. Motion passed with three yes votes.

**COMMUNICATIONS LIST:** Vice Chairman Warrington explained the communications listed on the agenda and asked for questions. There were none. A motion to accept the communications list was made by Commissioner Hagarty and seconded by Commissioner Wakeley. All were in favor. Motion passed with three yes votes.

**OLD BUSINESS:**

**Committee Chair Reports:**

- **Fire Equipment and Apparatus Liaison:** Nothing to report
- **Community Relations Liaison:** Nothing to report
- **Information Technology and Equipment Commissioner:** Nothing to report
- **Insurance Fund Commissioner:** Nothing to report
- **Fire Prevention Commissioner:** Nothing to report
- **EMS Liaison:** Commissioner Warrington said that EMS is a mess throughout the county. However, we are getting notifications from AMR whenever there is an issue. Chief Dukes said that EMS is at the point of crashing, of the 52 participants in the last EMS class, only 12 passed. It is time to address regionalization. Chief Dukes said that there was an incident on Park Ave. where wires were down. A medical call came in and AMR 678 was not in service. Our Squad showed up 11 minutes after the call. However, it was 33 minutes before the patient was transported. This issue was discussed further. There was also a discussion about renaming our ambulance BLS-62.

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**NEW BUSINESS:** Vice Chairman Warrington asked if there were any questions regarding Resolution #21-13 on the agenda. There were none.

- **Resolution 21-13:** Approval and payment of bills

- A motion to approve resolution 21-13, as the bills were in order, was made by Commissioner Hagarty and seconded by Commissioner Wakeley.

Roll Call Vote: Commissioner Hagarty – yes, Commissioner Wakeley - yes, Commissioner Warrington – yes. Motion passed with 3 yes votes.

Vice Chairman Warrington asked if there were any questions regarding the motion on the agenda regarding the Borough of Pine Hill’s Mutual Aid Resolution. There were none.

- **Motion to approve the Borough of Pine Hill’s Mutual Aid Resolution:**

- A motion to approve was made by Commissioner Hagarty and seconded by Commissioner Wakeley.

Roll Call Vote: Commissioner Hagarty – yes, Commissioner Wakeley – yes, Commissioner Warrington – yes. Motion passed with three yes votes.

**FIRE CHIEF’S REPORT:** See attached report. Chief Dukes that he filed for financial recovery for the Winslow Fire.

Chief Dukes explained the financial benefit the fire district received on the warranty work performed on the Engine truck.

Chief Dukes explained that he received a financial recovery from Cedar Brook Apartments for fire hydrant adapters needed for the complex.

Chief Dukes reported that an insurance claim was filed for a 28-foot ground ladder that was damaged in a fire.

Chief Dukes said that the mother of an individual who needed medical attention wanted to attend tonight’s meeting because of AMR’s response.

**FIRE OFFICIAL’S REPORT:** See attached report.

**FIRE DISTRICT ADMINISTRATOR’S REPORT:** See attached report

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Vice Chairman Warrington asked if there were any questions regarding the three reports presented. There were none. A motion to approve all reports presented was made by Commissioner Hagarty and seconded by Commissioner Wakeley. All were in favor. Motion passed with three yes votes.

**OPEN THE FLOOR TO THE PUBLIC:** Vice Chairman Warrington asked for a motion to open the floor to the public. A motion to open the floor to the public was made by Commissioner Hagarty and seconded by Commissioner Wakeley. All were in favor. Motion passed.

There were no public questions or comments.

**CLOSE FLOOR TO THE PUBLIC:** Vice Chairman Warrington 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 Hagarty and seconded by Commissioner Wakeley. All were in favor. Motion passed.

**RECESS:** Vice Chairman Warrington announced that there will be a five-minute recess. Recess began at 7:55 p.m. Recess ended at 8:00 p.m.

**ROLL CALL:** Vice Chairman Warrington asked for a roll call. Commissioner Hagarty – present, Commissioner Hassett – not present, Commissioner Wakeley – present, Commissioner Warrington – present, Commissioner Waddington – not present.

**STRATEGIC PLAN DISCUSSION:** Chief Dukes said that the committee met again to develop priorities regarding the strategic plan. He said that work has begun on the archive room and the storage room in the basement. Vice Chairman Warrington said that we are looking to see if we can store the NIFS Reports electronically and discard the paper forms.

Chief Dukes explained his ideas for the renovation of the administrative offices. Vice Chairman Warrington said that we are looking into a new phone system.

Chief Dukes went through the strategic plan and said that the top two priorities are the dorm rooms and administrative offices. Vice Chairman Warrington said that it will take about 18 months to build new dorm rooms. In the meantime, we need an interim plan for the dorms.

Fire Department President Joseph Pfeiffer said that we need to start now on the areas in agreement. Vice Chairman Warrington said that he is excited about the project and the fact the people want to join our fire department.

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Commissioner Hagarty offered his help in converting the floor plan to CAD to get a good visual of the project. Then it will be easier to estimate the cost.

Chief Duker said that we should sprinker the entire building, especially since we have live-in firefighters.

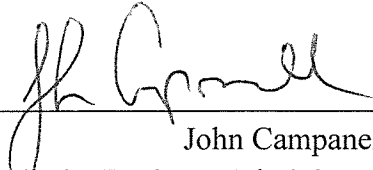
Vice Chairman Warrington asked if there were any further questions regarding the strategic plan. There were none. Vice Chairman Warrington asked Mr. Davis, a resident in attendance, if he had any questions about the plan. Mr. Davis said no, but the discussions tonight were very interesting.

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

The meeting was adjourned at 8:42 p.m.



James Wakeley  
Commission Secretary



John Campanella  
Fire District Business Administrator

# Office of the Clerk of Camden County

## Certification of Fire District Vacancy

It is hereby certified that the following offices in the fire district listed below are to be filled by nomination at the General Election to be held this year:

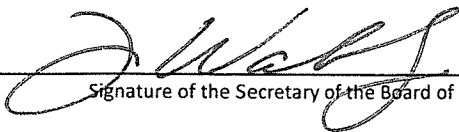
OFFICE TO BE FILLED	NUMBER OF VACANCIES	LENGTH OF TERM
Member(s) of the Board of Fire Commissioners – Full Term	2	3 YRS
Member(s) of the Board of Fire Commissioners – Unexpired Term		

It is further certified that the total number of qualified voters who voted in the fire district at the next preceding annual election for members of the board of fire commissioners is:

Number of Votes Cast at the Last Election for Members of Fire Commissioners	3332
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In witness whereof, I have hereunto set my hand and

the seal of my office on this 3 day of JUNE, 2021

  
Signature of the Secretary of the Board of Fire Commissioners

Printed Name of the Secretary  
of the Board of Fire Commissioners:

James T Wakeley

Fire District Municipality and Number:

Pine Hill Fire District #1

Please return form to:

Mail:  
The Office of the County Clerk  
Election Division  
PO Box 218  
Blackwood NJ 08012

Fax:  
(856) 374-6398

Email:  
electdiv@camdencounty.com

# COURIER-POST

PO Box 677304  
Dallas, TX 75267-7304

**Agency:**

PINE HILL FIRE DISTRICT 1  
1109 ERIAL RD  
PINE HILL, NJ, 08021

**Client:**

PINE HILL FIRE DISTRICT 1  
1109 ERIAL RD,  
PINE HILL, NJ 08021

**Acct:** CHL-077961

Acct No: CHL-077961  
**This is not an invoice**

Order #	Advertisement/Description	# Col x # Lines	Rate Per Line	Cost
0004770803	PINE HILL FIRE DISTRICT 1 BOARD OFF FIRE COMMISSIONERS PINE HILL FIRE DISTRICT 1 PUI OTICETH PINE HILL BOARD OFF FIRE COMMISSIONERS IS PROVI NOTICETHATASPECIALWORKSESSIONM	1 col x 19 lines		\$18.36
		Affidavit of Publication Charge	1	\$30.00
		Tearsheet Charge	0	\$0.00
		Net Total Due:		\$48.36

Run Dates: 06/09/2021

Check #: \_\_\_\_\_

Date: \_\_\_\_\_

CERTIFICATION BY RECEIVING AGENCY  
I, HAVING KNOWLEDGE OF THE FACTS, CERTIFY AND DECLARE THAT THE GOODS HAVE BEEN RECEIVED OR THE SERVICES RENDERED AND ARE IN COMPLIANCE WITH THE SPECIFICATIONS OR OTHER REQUIREMENTS, AND SAID CERTIFICATION IS BASED ON SIGNED DELIVERY SLIPS OR OTHER REASONABLE PROCEDURES OR VERIFIABLE INFORMATION.

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

CERTIFICATION BY APPROVAL OFFICIAL  
I CERTIFY AND DECLARE THAT THIS BILL OR INVOICE IS CORRECT, AND THAT SUFFICIENT FUNDS ARE AVAILABLE TO SATISFY THIS CLAIM. THE PAYMENT SHALL BE CHARGEABLE TO:  
APPROPRIATION ACCOUNT(S) AND AMOUNTS CHARGED: P.0. # \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

CLAIMANT'S CERTIFICATION AND DECLARATION:

I DO SOLEMNLY DECLARE AND CERTIFY UNDER THE PENALTIES OF THE LAW THAT THIS BILL OR INVOICE IS CORRECT IN ALL ITS PARTICULARS; THAT THE GOODS HAVE BEEN FURNISHED OR SERVICES HAVE BEEN RENDERED AS STATED HEREIN; THAT NO BONUS HAS BEEN GIVEN OR RECEIVED BY ANY PERSON OR PERSONS WITHIN THE KNOWLEDGE OF THIS CLAIMANT IN CONNECTION WITH THE ABOVE CLAIM; THAT THE AMOUNT HEREIN STATED IS JUSTLY DUE AND OWING; AND THAT THE AMOUNT CHARGED IS A REASONABLE ONE.

Date: 06/09/2021

Federal ID #: 061032273

Signature: \_\_\_\_\_

Official Position: Clerk

Kindly return a copy of this bill with your payment so that we can assure you proper credit.

**AFFIDAVIT OF PUBLICATION**

**Publisher's Fee \$18.36    Affidavit \$30.00**

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**STATE OF NEW JERSEY**

**Camden County**

Personally appeared           L. Allen          

Of the **Courier Post**, a newspaper printed in Cherry Hill, New Jersey and published in Cherry Hill, in said County and State, and of general circulation in said county, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

06/09/2021      A.D 2021

*Kathleen Allen*

Notary Public State of Wisconsin County of Brown

6-7-25

My commission expires

KATHLEEN ALLEN  
Notary Public  
State of Wisconsin

Ad Number: 0004770803

Ad Number: 0004770803

Run Dates: 06/09/2021

Page 1 of 1

**Board of Fire Commissioners  
Pine Hill Fire District #1  
PUBLIC NOTICE**

The Pine Hill Board of Fire Commissioners is providing notice that a special work session meeting will be held on Wednesday, June 16, 2021, at 7:00 p.m. The purpose of the meeting is to discuss long range planning. No official decisions will be approved, or votes taken, at this meeting. The meeting will be held at the Pine Hill Fire Department, 1109 Erial Ave. Pine Hill, NJ.

James Wakeley  
Commissioner/Secretary  
(\$18.36)

0004770803 01



# COURIER-POST

PO Box 677304  
Dallas, TX 75267-7304

**Agency:**

PINE HILL FIRE DISTRICT 1  
1109 ERIAL RD  
PINE HILL, NJ, 08021

**Client:**

PINE HILL FIRE DISTRICT 1  
1109 ERIAL RD,  
PINE HILL, NJ 08021

**Acct:** CHL-077961

Acct No: CHL-077961  
**This is not an invoice**

Order #	Advertisement/Description	# Col x # Lines	Rate Per Line	Cost
0004785043	PINEHILLFIREDISTRICT1NOTICEOFFIREDISTRICTANNUALEL NFORFIRECOMMISSIONEROFFIREDISTRICTNO1INTHEBORO OFFPINEHILLCOUNTYOFCAMDENN	2 col x 84 lines		\$83.92
		Affidavit of Publication Charge	1	\$30.00
		Tearsheet Charge	0	\$0.00
		Net Total Due:		<b>\$113.92</b>

Run Dates: 06/19/2021

Check #: \_\_\_\_\_

Date: \_\_\_\_\_

CERTIFICATION BY RECEIVING AGENCY  
I, HAVING KNOWLEDGE OF THE FACTS, CERTIFY AND DECLARE THAT THE GOODS HAVE BEEN RECEIVED OR THE SERVICES RENDERED AND ARE IN COMPLIANCE WITH THE SPECIFICATIONS OR OTHER REQUIREMENTS, AND SAID CERTIFICATION IS BASED ON SIGNED DELIVERY SLIPS OR OTHER REASONABLE PROCEDURES OR VERIFIABLE INFORMATION.

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

CERTIFICATION BY APPROVAL OFFICIAL  
I CERTIFY AND DECLARE THAT THIS BILL OR INVOICE IS CORRECT, AND THAT SUFFICIENT FUNDS ARE AVAILABLE TO SATISFY THIS CLAIM. THE PAYMENT SHALL BE CHARGEABLE TO:

APPROPRIATION ACCOUNT(S) AND AMOUNTS CHARGED: P.O. # \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**CLAIMANT'S CERTIFICATION AND DECLARATION:**

I DO SOLEMNLY DECLARE AND CERTIFY UNDER THE PENALTIES OF THE LAW THAT THIS BILL OR INVOICE IS CORRECT IN ALL ITS PARTICULARS; THAT THE GOODS HAVE BEEN FURNISHED OR SERVICES HAVE BEEN RENDERED AS STATED HEREIN; THAT NO BONUS HAS BEEN GIVEN OR RECEIVED BY ANY PERSON OR PERSONS WITHIN THE KNOWLEDGE OF THIS CLAIMANT IN CONNECTION WITH THE ABOVE CLAIM; THAT THE AMOUNT HEREIN STATED IS JUSTLY DUE AND OWING; AND THAT THE AMOUNT CHARGED IS A REASONABLE ONE.

Date: 06/19/2021

Federal ID #: 061032273

Signature: \_\_\_\_\_

Official Position: Clerk

Kindly return a copy of this bill with your payment so that we can assure you proper credit.

**AFFIDAVIT OF PUBLICATION**

**Publisher's Fee \$83.92    Affidavit \$30.00**

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**STATE OF NEW JERSEY**

**Camden County**

Personally appeared                     *Levan*                    

Of the **Courier Post**, a newspaper printed in Cherry Hill, New Jersey and published in Cherry Hill, in said County and State, and of general circulation in said county, who being duly sworn, deposes and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue as follows:

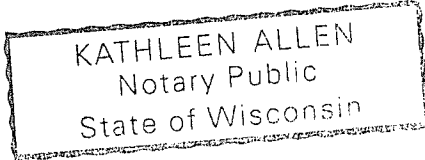
06/19/2021                 A.D 2021

                    *Kathleen Allen*                    

Notary Public State of Wisconsin County of Brown

                    1-7-25                    

My commission expires



Ad Number: 0004785043

**Pine Hill Fire District #1  
NOTICE OF FIRE DISTRICT ANNUAL ELECTION FOR FIRE COMMISSIONER OF FIRE DISTRICT NO. 1 IN THE BOROUGH OF PINE HILL,  
COUNTY OF CAMDEN**

NOTICE is hereby given that the Borough of Pine Hill Fire District Election, Fire District #1, will be held during the General Election on November 2, 2021, between the hours of 6:00 a.m. and 8:00 p.m.

The legal voters of said fire district will be asked to elect two (2) Commissioners to the Board of Fire Commissioners for a three (3) year term. To be eligible, candidates must be a qualified resident within the boundaries and limits of the Borough of Pine Hill.

Voting shall take place at the voters' respective General Election Polling Places within the Borough of Pine Hill, or by mail. Contact the County Clerk's Office with questions about the election procedure.

Candidate petitions for Fire Commissioner are now available and can be obtained by contacting the Camden County Office of the County Clerk, Election Division, 100 University Court, PO Box 218, Blackwood, NJ 08012. Petitions can also be found on the Camden County Clerk's website: [www.camdencounty.com/service/voting-and-elections/candidate-information/](http://www.camdencounty.com/service/voting-and-elections/candidate-information/).

Additionally, candidate petitions can be obtained by contacting the Pine Hill Fire District business administrator, in writing, at 1109 Erial Rd. Pine Hill, NJ 08021 or by email at [jcampanella@pinehillfiredistrict.com](mailto:jcampanella@pinehillfiredistrict.com). However, the completed petitions must be returned directly to the Camden County Clerk's office as directed on the petition.

Completed nominating petitions shall be filed with the Camden County Clerk's Office located at 100 University Court, Blackwood, NJ 08012, not later than 4:00 p.m. on Monday, July 26, 2021.

Dated: June 16, 2021 John Campanella  
Business Administrator

**Distrto de Bomberos de Pine Hill #1  
AVISO DE ELECCIÓN ANUAL DEL DISTRITO DE BOMBEROS PARA EL COMISIONADO DE BOMBEROS DEL DISTRITO DE BOMBEROS NO. 1  
EN EL MUNICIPIO DE PINE HILL, CONDADO DE CAMDEN**

Por la presente se da aviso de que la elección del distrito de bomberos del municipio de Pine Hill, el distrito de bomberos #1, se llevará a cabo durante las elecciones generales el 2de noviembre, el 20y el 21de noviembre, entre las 6:00 a.m. y las 8:00 p.m.

A los votantes legales de dicho distrito de bomberos se les pedirá que elijan a dos (2) Comisionados para la Junta de Comisionados de Bomberos por un periodo de tres (3) años. Para ser elegibles, los candidatos deben ser un residente calificado dentro de los límites y límites del municipio de Pine Hill.

La votación se llevará a cabo en los respectivos lugares de votación de elección general de los votantes dentro del municipio de Pine Hill, o por correo. Comuníquese con la Oficina del Secretario del Condado si tiene preguntas sobre el procedimiento de elección.

Las peticiones de candidatos para Comisionado de Bomberos ya están disponibles y se pueden obtener poniéndose en contacto con la Oficina del Condado de Camden del Secretario del Condado, División de Elecciones, 100 University Court, PO Box 218, Blackwood, NJ 08012. Las peticiones también se pueden encontrar en el sitio web del Secretario del Condado de Camden: [www.camdencounty.com/service/voting-and-elections/candidate-information/](http://www.camdencounty.com/service/voting-and-elections/candidate-information/).

Además, las peticiones de candidatos se pueden obtener poniéndose en contacto con el administrador de negocios del Distrito de Bomberos de Pine Hill, por escrito, en 1109 Erial Rd. Pine Hill, NJ 08021 o por correo electrónico a [jcampanella@pinehillfiredistrict.com](mailto:jcampanella@pinehillfiredistrict.com). Sin embargo, las peticiones completadas deben ser devueltas directamente a la oficina del Secretario del Condado de Camden como se indica en la petición.

Las peticiones de nominación completadas se presentarán ante la Oficina del Secretario del Condado de Camden ubicada en 100 University Court, Blackwood, NJ 08012, a mástardar a las 4:00 p.m. el lunes 2de julio6,2021.

Fecha: 16 de junio de 2021 John Campanella  
Administrador de empresas

(\$83.92)

0004785043-01

# THE *tab* GROUP

TAB SHREDDING, INC. 341 Cooper Road • West Berlin, NJ 08091 • Phone: 856.768.4402 • Fax: 856.768.1829 • www.tabshred.com

Pine Hill Fire District #1  
Pine Hill Fire District #1  
1109 Erial Road  
Pine Hill, NJ 08021

Dropped off by John Campanella (609-320-1500)

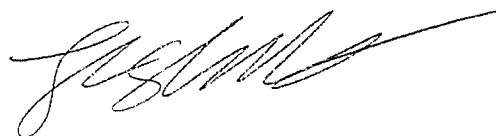
**\*\*\* Statement of Destruction \*\*\***

This is to certify that Tab Shredding, Inc. has received materials for destruction from Pine Hill Fire District #1 (Invoice #170004). These materials were shredded at the Tab Shredding, Inc. facility on 06/17/2021:

<u>Date Received</u>	<u>Description</u>	<u>Pounds</u>
06/17/2021	DCON: Confidential Records	365.00

in the manner set forth in the continuing agreement between Tab Shredding, Inc. and Pine Hill Fire District #1.

June 17 2021  
DATE



---

Tab Shredding, Inc  
Thomas Colantonio, Vice President



# THE **tab** GROUP

TAB SHREDDING, INC. 341 Cooper Road • West Berlin, NJ 08091 • Phone: 856.768.4402 • Fax: 856.768.1829 • www.tabshred.com

**BILL TO** Pine Hill Fire District #1  
Pine Hill Fire District #1  
1109 Erial Road  
Pine Hill, NJ 08021

**Invoice Number #170004**

**INVOICE DATE** June 17 2021

**\*\* Payment is Due in 30 days \*\***

Note: Dropped off by John Campanella (609-320-1500)

Date Received	DESCRIPTION	POUNDS	TOTAL
06/17/2021	DCON: Confidential Records	365.00	\$58.40

Total Pounds 365.00

**TOTAL \$58.40**



.....  
TAB SHREDDING, INC  
341 COOPER RD  
WEST BERLIN NJ 08091  
856-768-4402

06/17/2021 12:26:54  
Merchant ID: \*\*\*\*\*4931  
Device ID: 4931  
Terminal ID: PP01.

**Credit Sale:**

Transaction #: 8  
Card Type: Visa  
Account: \*\*\*\*\*7341  
Entry: Manual

Amount: USD\$58.40

STAN:  
Auth. Code: 008  
Batch Number: 095636  
Response: 8  
AVS Response: AUTH/TKT  
Y - Both  
CVD Response: Match(S-Digit Zip)  
M - CVV Matches  
ACT Code: K  
TRANS ID: 30116859272752  
PROCESS AS: CREDIT

CUSTOMER COPY

Thank You  
.....



GenServe Inc.  
100 Newtown Road  
Plainview, NY 11803  
(631) 435-0437  
Fax: (631) 435-2273  
www.genserveinc.com

GenServe Inc.  
341 Kaplan Drive - Unit 1  
Fairfield, NJ 07004  
(973) 614-0091  
Fax: (973) 614-0095  
www.genserveinc.com

GenServe Inc.  
115A Twinbridge Drive  
Pennsauken, NJ 081103  
(856) 324-0459  
Fax: (856) 438-6616  
www.genserveinc.com

**STANDBY POWER - COGENERATION  
SALES - SERVICE - LEASING  
718-956-8700 631-435-0437**

SITE NAME Pine Hill Boro - Fire CUST. P.O.# TOM CROSBY SERVICE JOB # 0266698 WO # \_\_\_\_\_

ADDRESS Pine Hill Fire, 1109 Erial Rd, Pine Hill, NJ 08021

CONTACT Tom Crosby PHONE (609) 820-7331 DATE 6/18/2021

ENGINE/GENERATOR MAKE John Deere MODEL 6081AF001 ESN RG608114168723

SPEC. # \_\_\_\_\_ HRS. 0.00

ENGINE/GENERATOR MAKE MTU - DETROIT MODEL \*180DSEJB SN 2020809

SPEC. # GM19534-GA38 W16 MICHAEL DEMARCO

UNIT ID: MTU 180 KW		PREVENTATIVE MAINTENANCE CHECK LIST		A-SERVICE	
<b>LUBRICATION</b> 15/40		<b>AIR INTAKE</b>		<b>ENGINE PERFORMANCE</b>	
<b>Check:</b>		<b>Check:</b>		<b>Check:</b>	
a. Leaks	P	a. Air cleaner restrictions	P	a. Governor operation	P
b. Engine oil level	P	b. Piping and connections	P	b. Vibration	P
c. Governor oil level**	P	c. Air cleaner element/#	DIRTY F	c. Mounting hardware*	P
d. Crankcase breather	P			d. Oil pressure	55 P
<b>Change:*</b>		<b>EXHAUST SYSTEM</b>		e. Water temperature	165 F
e. Oil filter #	LF3567 C	<b>Check:</b>		f. DC alternator	P
f. Engine oil type/qty	15/40 8 gal C	a. Leaks	P	1. Volts	14 P
g. Governor oil**	N/A	b. Condensation trap	P	<b>GENERATOR PERFORMANCE</b>	
Test: Oil sample* #	21109B37868 P	c. Wet stacking*	P	<b>Visual Check:</b>	
		d. Insulation	P	a. Rotor*	P
<b>COOLING SYSTEM</b>		e. Raincap	P	b. Stator*	P
<b>Check:</b>		f. Hangers/Supports/Flex sections	P	c. Excitor/PMG*	P
a. Leaks	F	<b>BATTERY SYSTEM</b>		d. Bearings/Grease*	P
b. Coolant level	P	<b>Check:</b>		e. Diodes/Rectifier*	P
c. Freeze point	-19 P	a. Charger voltage	13	f. Windings and electrical connections*	P
d. Radiator air flow	P	1. Float	13 P	g. Voltage Regulator	P
e. Louver system	P	2. Equalize	13 P	h. Air flow	P
f. Block heater	INOP P	b. Electrolyte level	p	i. Circuit breaker	P
g. Water pump	F	c. Terminals	P	<b>Record:</b>	
h. Hoses	P	d. Cables	p	j. Voltage	208 P
i. Belts	P	e. Specific gravity		k. Hertz	60 P
j. Fan hub	P	1. High	1.1 P	<b>CONDITION-GENSET SYSTEM</b>	
k. Pulleys	P	2. Low	1.1 P	<b>Check/Clean:</b>	
l. Radiator PSI*	N/A	f. Battery type/qty	1 31	a. Unusual/unsafe	P
m. Radiator cap PSI	10 P	<b>Clean:</b>		b. Housekeeping/wipe down unit*	P
n. Antifreeze type/capacity	P	g. Terminals/protector	P	<b>BUILDING LOAD TEST*</b>	
<b>Change:*</b>		<b>ELECTRICAL SYSTEM</b>		<b>Record:</b>	
o. Water filter** #	N/A	<b>Visual Check:</b>		a. Amperage/leg	N/A
Test: Antifreeze sample* #	N/A	a. Wiring connections	P	b. Voltage/leg	N/A
<b>FUEL SYSTEM</b> DIESEL		b. Instrumentation	P	c. Hertz	N/A
<b>Fuel type:</b> DIESEL		c. Chafing	P	<b>GENSET</b>	
<b>Check:</b>		d. Alarms	P	<b>Check:</b>	
a. Fuel leaks	P	e. Prealarms	P	a. Genset in auto?	YES
b. Lines/connections	F	f. Circuit breakers	P	b. Breaker closed?	YES
c. Daytank level/gis	N/A	g. Fuses	P	<b>Beginning Hrs:</b> 624.9	
d. Daytank operation	N/A	h. Remote annunciator	P	<b>Ending Hrs:</b> 625.2	
e. Transfer pump	N/A	<b>Check safety shutdowns:</b>		<b>DIESEL EMISSION TEST NJ ONLY:</b>	
f. Main tank level/capacity	3/4 P	a. Overcrank	P	<b>Air Quality:</b> GOOD	
g. Vents/overflow	P	b. High water temperature	P	<b>CODES:</b>	
h. Injection pump	P	c. Low oil pressure	P	*As needed, specified, or during A service only. **If Equip	
i. Solenoid valve	P	d. Overspeed	P	P-PASS, F-FAIL, C-CHANGED, N/A-NOT APPLICABL	
<b>Change:*</b>					
j. Fuel filter #	C				
k. Water separator** #	N/A				
Test: Fuel sample* #	N/A				

NOTES/COMMENTS

UNIT NEEDS CLEAN RAD CORE, AIR FILTER, WATERPUMP IS LEAKING, FUEL SUPPLY HOSE IS CRACKED. REPLACE BLOCK HEATER INOP

Time arrived  
Time departed

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS  
#21-13

WHEREAS, Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and


WHEREAS, said New Jersey Statute requires that payment of claims by the fire district shall be by check on the fire district and signed by three commissioners as designated by resolution; and

WHEREAS, the Commissioners shall, by resolution passed by not less than the majority of the full membership, further designate the manner in which the time in which, salaries, wages or other compensation for services should be paid.

NOW THEREFORE, It is herein resolved and approved as follows:

- (1) The checks as issued by the Fire District for payment of claims are hereby approved and shall be signed by (3) Commissioners to comply with the rules and regulations as promulgated by the Local Finance Board and as set forth herein.

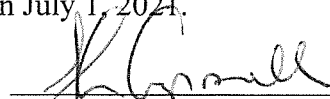
**DATED:** July 1, 2021

  
James Wakeley  
Commission Secretary

Record of Vote:

Commissioners:	Motion	2nd	Yes	No	Abstain	Absent
Hagarty	✓		✓			
Hassett						✓
Wakeley		✓	✓			
Waddington						✓
Warrington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held on July 1, 2021.

  
John Campanella  
Business Administrator



P.O. Type: All  
Range: First to Last  
Format: Condensed

Open: N Paid: N Void: N  
Rcvd: Y Held: Y Aprv: N  
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
21-00001	01/06/21	DC001	DAVID F. CARLAMERE	SOLICITOR'S FEES FOR 2021	Open	375.00	0.00
21-00196	06/04/21	FSS01	FIRE & SAFETY SERVICE, LTD	Labor on Ladder 62	Open	200.00	0.00
21-00197	06/16/21	JHART005	J. HARTE ASSOCIATES LLC	MONTHLY BILLING FOR JULY, 2021	Open	1,155.49	0.00
21-00198	06/16/21	PHFD1	PINE HILL FIRE DEPT.	FIRE DEPART. LEASE-JULY, 2021	Open	8,227.12	0.00
21-00199	06/16/21	CCC01	CAMDEN COUNTY COLLEGE	VARIOUS CLASSES	Open	625.00	0.00
21-00200	06/16/21	CCC01	CAMDEN COUNTY COLLEGE	TRAINING-NJ ST DRILL INSTRU.	Open	270.00	0.00
21-00201	06/16/21	FIRELINE	FIRELINE EQUIPMENT	REBUILD KIT-INV. 43501	Open	142.69	0.00
21-00202	06/16/21	AIRGA005	AIRGAS USA, LLC	MEDICAL SUPPLIES	Open	23.20	0.00
21-00203	06/17/21	IMC01	INTERSTATE MOBILE CARE	PHYSICAL EXAMS-INV. 17028	Open	380.00	0.00
21-00204	06/17/21	COU01	Courier Post	NOTICE OF SPECIAL MEETING	Open	48.36	0.00
21-00205	06/17/21	MES01	MUNICIPAL EMERGENCY SERVICES	RESCURE TOOLS & SHOP SUPPLIES	Open	2,485.90	0.00
21-00206	06/17/21	CASH1	PETTY CASH	DUTY CREW MEALS-MAY, 2021	Open	700.00	0.00
21-00207	06/17/21	BTM001	BOUND TREE MEDICAL,LLC	CURAPLEX LUBRICATING JELLY	Open	19.79	0.00
21-00208	06/17/21	PHH01	PINE HILL HARDWARE, INC.	HARDWARE SUPPLIES	Open	64.27	0.00
21-00209	06/17/21	PHG01	PINE HILL AUTO REPAIR	CHECK/MOUNT TIRES-INV. 7604	Open	123.00	0.00
21-00210	06/17/21	COMCA005	COMCAST	FIRE DISTRICT LINES	Open	382.28	0.00
21-00211	06/17/21	STATE005	State of NJ Health Benefits	STATE HEALTH BENEFITS	Open	9,776.26	0.00
21-00212	06/17/21	KYOCE005	KYOCERA DOCUMENT SOL. AMERICA	COPIER LEASE PAYMENT	Open	134.84	0.00
21-00213	06/17/21	ECORE005	ESO SOLUTIONS, INC.	VARIOUS PROGRAMS	Open	409.00	0.00
21-00214	06/21/21	CCC01	CAMDEN COUNTY COLLEGE	NJ INCIDENT MGMT. CLASSES	Open	45.00	0.00
21-00215	06/25/21	FIRELINE	FIRELINE EQUIPMENT	Air Bladder Bostrom Seat	Open	134.33	0.00
21-00216	06/25/21	FIRELINE	FIRELINE EQUIPMENT	Green Lens for indicators	Open	40.03	0.00
21-00217	06/25/21	CCC01	CAMDEN COUNTY COLLEGE	NJ ST Drill Ground Instructor	Open	90.00	0.00
21-00218	06/25/21	CCC01	CAMDEN COUNTY COLLEGE	NJ INCIDENT MGMT. CLASSES	Open	45.00	0.00
21-00219	06/28/21	TG001	TOWNSHIP OF GLOUCESTER	Furel Bill for May 2021	Open	999.59	0.00
21-00220	06/29/21	FIRELINE	FIRELINE EQUIPMENT	Ball Valve Rebuild Kit	Open	717.44	0.00
21-00221	06/29/21	PHG01	PINE HILL AUTO REPAIR	Oil Change Chief's Vehicle	Open	52.45	0.00
21-00222	06/29/21	TIREHUB1	TireHub LLC	Tires for Support Vehicle	Open	567.96	0.00
21-00223	06/29/21	IMC01	INTERSTATE MOBILE CARE	Physical for Aydan Doyle	Open	190.00	0.00
21-00224	06/29/21	BTM001	BOUND TREE MEDICAL,LLC	Medical Supplies	Open	52.42	0.00
21-00225	06/29/21	BUD01	BUD'S AUTO & TRUCK REPAIR	Preventative Maint. - Ladder	Open	2,545.25	0.00
21-00226	06/29/21	BUD01	BUD'S AUTO & TRUCK REPAIR	Preventative Maint. - Rescue	Open	1,278.69	0.00
21-00227	06/29/21	BUD01	BUD'S AUTO & TRUCK REPAIR	Preventative Maint. - Engine	Open	1,381.14	0.00
21-00228	06/29/21	COU01	Courier Post	Legal Noitce - Election	Open	113.92	0.00
21-00229	06/29/21	JAMBE005	JamBers Corporate Imaging	Uniforms	Open	680.00	0.00
21-00230	06/29/21	DIVAL005	DIVAL SAFETY EQUIPMENT, INC	System Rack	Open	20.00	0.00
21-00231	06/29/21	DIVAL005	DIVAL SAFETY EQUIPMENT, INC	Ranger Boots	Open	172.50	0.00
21-00232	06/29/21	CASH1	PETTY CASH	Replenish Chief's Petty Cash	Open	94.69	0.00
21-00233	06/29/21	AMAZO005	AMAZON CAPITAL SERVICES, INC.	Foam Earplugs	Open	23.51	0.00
21-00234	06/29/21	ATTMO005	AT&T MOBILITY	Monthly Cell Phone Bill	Open	331.54	0.00
21-00235	06/29/21	BOA00001	Bank of America	P Card Charges for June 2021	Open	1,213.56	0.00

Total Purchase Orders: 41 Total P.O. Line Items: 0 Total List Amount: 36,331.22 Total Void Amount: 0.00

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Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
GENERAL	1-GN	36,331.22	0.00	36,331.22	0.00	0.00	36,331.22
Total of All Funds:		<u>36,331.22</u>	<u>0.00</u>	<u>36,331.22</u>	<u>0.00</u>	<u>0.00</u>	<u>36,331.22</u>



Account No Date Type	Account Description Transaction Data/Comment	Class Id	Class Description Vendor/Source	Amount	User	Item #
1-GN- -002-110	Firefighters					Continued
Total Expenditures:	2			16,803.68		
1-GN- -002-111	Overtime & Sicktime Buyback					
06/11/21 Expd	Pay Date 6/11/21 - Overtime			102.08	JC	B 499 8
06/25/21 Expd	Pay Date 6/25/21 - Overtime			612.50	JC	B 500 8
Total Expenditures:	2			714.58		
1-GN- -002-112	DEPUTY CHIEF					
06/11/21 Expd	Pay Date 6/11/21 - Deputy Chief			3,702.46	JC	B 499 9
06/25/21 Expd	Pay Date 6/25/21 - Deputy Chief			3,702.46	JC	B 500 9
Total Expenditures:	2			7,404.92		
1-GN- -002-226	Weekend Duty Crew					
06/11/21 Expd	Pay Date 6/11/21 - Duty Crew Stipends			3,672.00	JC	B 499 11
06/25/21 Expd	Pay Date 6/25/21 - Duty Crew Stipends			3,564.00	JC	B 500 11
Total Expenditures:	2			7,236.00		
1-GN- -002-228	Stipends - Fill In Firefighters					
06/11/21 Expd	Pay Date 6/11/21 - Fill In Firefighter			396.55	JC	B 499 12
06/25/21 Expd	Pay Date 6/25/21 - Fill In Firefighter			115.36	JC	B 500 12
Total Expenditures:	2			511.91		
1-GN- -002-301	FICA - Firefighters					
06/11/21 Expd	Pay Date 6/11/21 - FICA Firefighters			1,177.70	JC	B 499 18
06/25/21 Expd	Pay Date 6/25/21 - FICA Firefighters			1,186.95	JC	B 500 18
Total Expenditures:	2			2,364.65		
1-GN- -002-303	State Payroll Taxes - Firefighters					
06/11/21 Expd	Pay Date 6/11/21 - State Payroll Tax-FF			69.26	JC	B 499 19
06/25/21 Expd	Pay Date 6/25/21 - State Payroll Tax-FF			66.72	JC	B 500 19
Total Expenditures:	2			135.98		
1-GN- -003-101	Fire Official					
06/25/21 Expd	Pay Date 6/25/21 - Fire Marshal			916.67	JC	B 500 5
Total Expenditures:	1			916.67		
1-GN- -003-102	Fire Inspectors					
06/25/21 Expd	Pay Date 6/25/21 - Fire Inspector			333.33	JC	B 500 6
Total Expenditures:	1			333.33		

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Fund Description	Fund	Expenditures
GENERAL	1-GN	45,809.16
Total Of All Funds:		<u>45,809.16</u>

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Report Totals

Transaction Type	Accounts	Transactions	Amount
Total Expenditures:	16	31	45,809.16

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Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 11487 to 11525  
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
11487	07/01/21	AIRGA005 AIRGAS USA, LLC	23.20		1101
11488	07/01/21	AMAZO005 AMAZON CAPITAL SERVICES, INC.	23.51		1101
11489	07/01/21	ATTMO005 AT&T MOBILITY	331.54		1101
11490	07/01/21	BOA00001 Bank of America	1,213.56		1101
11491	07/01/21	BTM001 BOUND TREE MEDICAL,LLC	72.21		1101
11492	07/01/21	BUD01 BUD'S AUTO & TRUCK REPAIR	2,545.25		1101
11493	07/01/21	BUD01 BUD'S AUTO & TRUCK REPAIR	1,278.69		1101
11494	07/01/21	BUD01 BUD'S AUTO & TRUCK REPAIR	1,381.14		1101
11495	07/01/21	CASH1 PETTY CASH	700.00		1101
11496	07/01/21	CASH1 PETTY CASH	94.69		1101
11497	07/01/21	CCC01 CAMDEN COUNTY COLLEGE	625.00		1101
11498	07/01/21	CCC01 CAMDEN COUNTY COLLEGE	270.00		1101
11499	07/01/21	CCC01 CAMDEN COUNTY COLLEGE	45.00		1101
11500	07/01/21	CCC01 CAMDEN COUNTY COLLEGE	90.00		1101
11501	07/01/21	CCC01 CAMDEN COUNTY COLLEGE	45.00		1101
11502	07/01/21	COMCA005 COMCAST	382.28		1101
11503	07/01/21	COU01 Courier Post	48.36		1101
11504	07/01/21	COU01 Courier Post	113.92		1101
11505	07/01/21	DC001 DAVID F. CARLAMERE	375.00		1101
11506	07/01/21	DIVAL005 DiVAL SAFETY EQUIPMENT, INC	20.00		1101
11507	07/01/21	DIVAL005 DiVAL SAFETY EQUIPMENT, INC	172.50		1101
11508	07/01/21	ECORE005 ESO SOLUTIONS, INC.	409.00		1101
11509	07/01/21	FIRELINE FIRELINE EQUIPMENT	142.69		1101
11510	07/01/21	FIRELINE FIRELINE EQUIPMENT	134.33		1101
11511	07/01/21	FIRELINE FIRELINE EQUIPMENT	40.03		1101
11512	07/01/21	FIRELINE FIRELINE EQUIPMENT	717.44		1101
11513	07/01/21	FSS01 FIRE & SAFETY SERVICE, LTD	200.00		1101
11514	07/01/21	IMC01 INTERSTATE MOBILE CARE	380.00		1101
11515	07/01/21	IMC01 INTERSTATE MOBILE CARE	190.00		1101
11516	07/01/21	JAMBE005 JamBers Corporate Imaging	680.00		1101
11517	07/01/21	JHART005 J. HARTE ASSOCIATES LLC	1,155.49		1101
11518	07/01/21	KYOCE005 KYOCERA DOCUMENT SOL. AMERICA	134.84		1101
11519	07/01/21	MES01 MUNICIPAL EMERGENCY SERVICES	2,485.90		1101
11520	07/01/21	PHFD1 PINE HILL FIRE DEPT.	8,227.12		1101
11521	07/01/21	PHG01 PINE HILL AUTO REPAIR	175.45		1101
11522	07/01/21	PHH01 PINE HILL HARDWARE, INC.	64.27		1101
11523	07/01/21	STATE005 State of NJ Health Benefits	9,776.26		1101
11524	07/01/21	TG001 TOWNSHIP OF GLOUCESTER	999.59		1101
11525	07/01/21	TIREHUB1 TireHub LLC	567.96		1101

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	39	0	36,331.22	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	39	0	36,331.22	0.00

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Totals by Year-Fund  
Fund Description

	Fund	Budget Total	Revenue Total	G/L Total	Total
GENERAL	1-GN	36,331.22	0.00	0.00	36,331.22
	Total of All Funds:	<u>36,331.22</u>	<u>0.00</u>	<u>0.00</u>	<u>36,331.22</u>

**RESOLUTION OF THE BOROUGH OF PINE HILL AUTHORIZING  
MEMBERSHIP IN A MUTUAL AID AND ASSISTANCE AGREEMENT  
WITH PARTICIPATING UNITS**

**WHEREAS**, mutual aid and assistance agreements between municipalities, counties, law enforcement agencies police, Emergency Medical Service, fire departments, fire companies or EMS organizations and fire departments situated in fire districts operated by a Board of Fire Commissioners, are permitted pursuant to N.J.S.A. 40A: 14 -26 and 40A: 14-156.1; and

**WHEREAS**, the President in Homeland Security Directive (HSPD) - 5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach to Federal, State, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

**WHEREAS**, "The New Jersey Civilian Defense and Disaster Control Act" App.A9 -33 et. seq, provides for the health, safety and welfare of the people of the State of New Jersey during any emergency by centralizing control of all civilian activities having to do with such emergency giving the Governor control over the resources of each and every political subdivision to cope with any condition that shall arise out of such emergency, and

**WHEREAS**, The Director of the Division of Fire Safety in the Department of Community Affairs promulgated rules in accordance with the "Fire Service Resource Emergency Deployment Act," N.J.A.C. 52:14E-11 et. seq., commonly referred to as the "Fire Service Resource Emergency Deployment Regulations" N.J.A.C. 5:75A et. seq, and

**WHEREAS**, it is deemed to be in the best interests of the residents of the Borough of Pine Hill and its Police Department, its Fire District, its EMS Organization and its Municipal Utilities Authority, to enter into a Mutual Aid and Assistance Agreement with the County of Camden and other municipalities including (but not limited to) Municipal Police, Emergency Medical Service or Fire Departments, Volunteer Fire Companies or EMS organizations and/or Fire Districts to provide additional protection against loss, damage or destruction by fire, catastrophe, civil unrest, major emergency or other extraordinary devastation damage or destruction to person and property, in those situations when outside aid and assistance is needed.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Pine Hill, County of Camden, and State of New Jersey as follows:

A. That the Mayor is hereby authorized and directed to enter into the Camden County Mutual Aid




C. That the Borough Clerk is hereby authorized and directed to forthwith forward a copy of this Resolution and an executed copy of Schedule A of the Agreement to the offices of the Camden County Office of Emergency Management for review and filing by the appropriate Fire, EMS and County Prosecutor or his designee as appropriate.

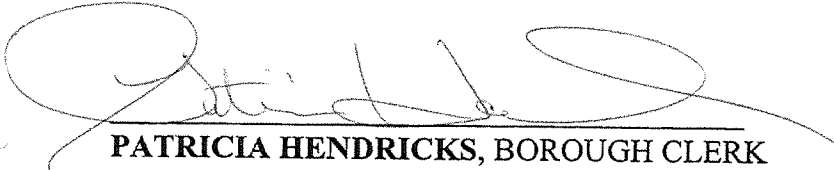
**BE IT FURTHER RESOLVED** that Consenting Resolutions of the Fire District, EMS and Municipal Utilities Authority have been provided concurring and participating in the Agreement and as further demonstrated by the signatures affixed to said Agreement.

**BE IT FURTHER RESOLVED** this Resolution shall take effect immediately upon adoption.

**BOROUGH OF PINE HILL**

BY:   
**CHRISTOPHER J. GREEN, MAYOR**

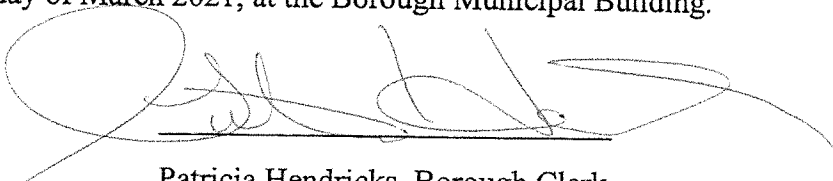
**ATTEST:**

  
**PATRICIA HENDRICKS, BOROUGH CLERK**

	WARRINGTON	KNOTT	JAXEL	ROBB	BURKE	CORRY-GAFT
YES	✓	✓	✓	✓	✓	✓
ABSTAIN						
NO						
ABSENT						

**CERTIFICATION**

I, Thomas Cardis, Borough Clerk of the Borough of Pine Hill, do hereby certify that the above is a true and correct copy of a Resolution duly adopted by Borough of Pine Hill at a meeting of said Council held on the 1<sup>st</sup> day of March 2021, at the Borough Municipal Building.

  
 Patricia Hendricks, Borough Clerk

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Borough of Pine Hill Police Department

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Borough of Pine Hill Fire District

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Borough of Pine Hill EMS

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Borough of Pine Hill MUA

# *Pine Hill Fire Department*

## Chief's Monthly Report

June 2021

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### COVID-19

- While the pandemic persists, due caution must still be maintained. Fortunately, the conditions, exposure and case volume has significantly reduced. Still encouraging our personnel to maintain their vigilance during all especially medical responses.

### Training

- We have had five members successfully complete the Fire Instructor-1 course. All will be applying for their instructor's certification. We have also had one a Career Member successfully complete this Fire Instructor II program and has applied for his cert from the Division of Fire Safety.
- On 3<sup>rd</sup> Conducted a one-on-one Pump Ops segment for F/F D. Pierce providing classroom hydraulics segment and practical evolutions. Certifying him on the engine as a partially driver/operator. FF Pierce will be able to provide that support during incidental incidents with additional hands-on training to be provided.
- With last month's incipient fire at the Urethane Plastics firm in the Pine Hill Business Park, we developed a formal training outline for a joint training session to be held at the facility on June 22<sup>nd</sup>. Working with several of our officers, career members, F/M Cornforth and the Business owner, we developed a comprehensive drill. We invited our mutual aid partners that are all on the first alarm assignment Berlin, Winslow, Erial, FD along with the County Foam Task force coordinator to participate.

The training was held as planned on the 22<sup>nd</sup> with 25 Pine Hill members in attendance and 65 total participants when including the mutual aid departments. We believe that all obtained a considerable amount of information regarding this chemical processing facility.

- Battalion Chief Buchhofer completed final driver / operator testing on the Tower Ladder for Firefighter Hitzelberger and Firefighter Douglas on Saturday evening the 19<sup>th</sup>

### Other Activities of the Chief

- On the 3<sup>rd</sup> participated in a meeting with Commissioner Hassett, pertaining to career contract negotiations gaining some foundation information as he moves forward.

- On the 3<sup>rd</sup> attended the monthly meeting of the Board held at Hq. Afterwhich we went into a closed session regarding personnel matters.
- On the 8<sup>th</sup> Attended the Fire Company Monthly meeting providing the Chief's report.
- On the 10<sup>th</sup> Attended the monthly meeting of the Camden County Fire Chiefs and Officers held at the Blackwood fire station.
- On the 15<sup>th</sup> along with Chief Hunter meet with the owner and management personnel from Urethane Plastics at their facility to coordinate the June 22<sup>nd</sup> training session at their facility. While there we also acquired additional information to be added to the Pre-Plan .
- On the 16<sup>th</sup> met and took to lunch Pastor Deandre Ralston from Hope Chapel. He is the new Pastor and will be moving into town in the near future. He has past Fire and Emergency Service experience and has also taken application to our department.
- On the 16<sup>th</sup> attended the special meeting (Work Session) of the Board pertaining to the Strategic Plan.
- Coordinated and participated in the Urethane Plastics training held on the evening of the 22<sup>nd</sup>.
- On the 24<sup>th</sup> Coordinated and participated in the funeral for Past Chief George Stone Audubon Fire Department a recognized and respected fire officer and decorated war hero from the Vietnam war.
- On the 29<sup>th</sup> have been invited and will attend a special meeting called by the Chief County Fire Coordinator. They are seeking input pertaining to countywide standard operating guidelines, development, and implementation. This will be held at Waterford Twp Fire Department.

## **Operating Guidelines**

- Battalion Chief Buchhofer, Firefighter Gordon Jr. and I have continued to work on amending and securing Operational Guidelines, PHFD Forms, and administrative procedures into the "S" Drive. Office files have been properly posted on the department's website. These documents have now also been converted into PDF documents adding necessary security and the inability for just anyone to change/modify them without proper permission. (See the listing of the refurbished documents below in this report)

## New Standard Operational Guideline

- **SOG PHFD 2021-401** *Emergency Incident Rehabilitation*. To provide a system of monitoring and medically evaluating our personnel while operating at emergency scenes. In support of using, the newly generated Rehab tags being placed on the apparatus. It will also bring the department into compliance with the NFPA Re-Hab standards.
- **County Fire Chiefs SOG** As discussed, and after three to four years of continuous discussion regarding county wide Operational Guidelines, positive movement has finally commenced with the County Fire Coordinators taking the initiatives to propose and have votes taken on adopting such documentation. I have been requested to provide direct input in this development. Drafting the foundation document of how these guidelines will be proposed, evaluated, amended, adopted, trained on and formally implemented. The proof document has now been issued to the association president and the Chief County Fire Coordinator.

## New Forms Developed

**PHFD Form 1201-21** Last Month Chief Hunter developed a handheld EMS recording for street operations, which have been printed and added to all EMS Bags.

**PHFD Form 1202 -22** A formal EMS reporting form which upon return from an assignment. The information from the handheld form can be conveyed to this form which will be the formal recording of care provided and will be a part of the NIFERS electronic documentation.

## Apparatus

- During Truck Checks and Pump training the discharge servicing the Blitz (2.5") attack line has shown to be a significant problem opening and closing it. Firefighter Gordon Sr. had to dismantle the entire front of the pump module to gain access and address this problem, rebuilding that valve.
- During the week of June 7<sup>th</sup> all of the annual chassis P/ M's were conducted on the Engine, Squad, and Ladder Tower. Fortunately a limited number of identified repairs were found and are being evaluated and processed.

- A consistent leak has been observed at the right-side pump panel on the engine. Opening the panel and investigating showed it was coming from the Master intake valve. Additionally, we believe that either the tank pump or the tank fill valve is also leaking allowing for this constant flow. On the 23<sup>rd</sup> rebuild kits were ordered, to conduct an in-house repair of these valves.

### **Johns Manville Financial Recovery**

- As reported last month we have submitted the information requested for reimbursement to the County. On the 4<sup>th</sup> we received a request for additional information and clarification which was completed by B/A Campanella, and Chief Hunter returned under my pen that same day. If successful, the requested recovery would be approximately \$3,700.00.
- Speaking with Chief Rigberg, he is tentatively going to hold a critique of this incident targeting Wednesday evening June 30<sup>th</sup>. Both Chief Hunter and I plan on attending.

### **Member Support**

- Unfortunately, Firefighter Jordon Busch suddenly lost his mother on June 3<sup>rd</sup> due to illness. On the 9<sup>th</sup> her viewing and service were held at Wooster's Funeral Home in Atco. Eleven of our personnel donned their class "A" uniforms and attended the viewing.

### **Incidents of Significance**

- On the 4<sup>th</sup> Task force 621 was dispatched to # 8 King George Court for a reported dwelling fire. Squad 62 arrived first due reporting nothing showing. Making entry they found a fire on top of the stove caused by combustibles stored on it around 13:00 Hours. Minimum suppression and ventilation operations were conducted, utilizing Squad and Ladder 62. Other units responded and returned were Engines 86, 88, 82 Ladder 84 and 82, RIT Squad 63. Fire Marshal Cornforth was notified, and Chief Hunter secured necessary photographs for the F/M.
- On the 5<sup>th</sup> at 22:09 Hours Squad and Ladder 62 were dispatched to a building fire with reported people trapped. Unit 1303 Cherrywood village apartments in the Blackwood section of Gloucester Twp. Engine 88 arrived first due and reported heavy smoke from the second floor leading off with forcible entry and a hose line. On the initial entry they found and removed an unconscious victim. Supplemental information indicate there could be an additional two people trapped. Fortunately, the fire was controlled by the first line and no additional victims were found. Our personnel provided support services..

- On 7<sup>th</sup> dispatched to 2200 building Tall Pines for an investigation, additional information supplied during the response was a heavy smoke odor in the area. Arriving confirmed the report locating a substantial rubbish pile burning in an open barbeque sitting on the on the back patio, in close proximity to the rear walls. Stretching a 1 ¾" line controlled the fire to those debris. Checking the rear wall area with a thermal imaging camera showed no extension or damage.
- On the 7<sup>th</sup> 14:08 Hours while picking up from the Tall Pines incident, we heard fire departments along the rail line traversing the Cross-Keys Road area being dispatched to brush fire, a sure indication that a train was setting numerous fires, two of which in the Winslow area were sizable and requiring additional resources. Hearing this, we returned to station and precautionary sent two members out to our area of the railroad with our brush truck to recon the area. Immediately after the Brush left the station, Pine Valley police pulled up on the station apron to report a brush fire to the rear of the Scout reservation just outside of the Pine Valley fence.

Responding immediately and sending the Squad to stand by at station 256. I entered the Pine Valley complex, locating a large working brush fire along the railroad to the rear of the Scout Reservation, at this time the fire was approximately 5-7 acres and fast moving. Requesting the Forestry Service, we received immediate help from units that were on the Winslow fires.

Unified command was established Warden Watt (C- 11) and I conversed and developed an IAP that would require a backfire from the area of the Pine Valley Gun Club to the Scout reservation and bordered along the rail line. Additional resources to include brush units and Heavy machinery from both the Forestry Service and Winslow Twp were requested. Plow lines were cut into place sectioning off approximately 35 acres and it was backfired in without problem.

We provided support and structural protection especially along Bramau Avenue utilizing both of our engines and the Brush unit. While also maintaining coverage at our station with the ladder company being staffed. Completing operations at 20:00 hours.

- On the 14<sup>th</sup> at 03:51 Hours the in-station duty crew was dispatched for an investigation at unit 1008 Mason Run Condos. During the response, the Squad Company was advised that the resident was reporting a pressurized leak at their air conditioner. Arriving the members verified that all residents were evacuated and that no one was seeming effected by the leaking product. Investigating confirmed that a Refrigerant line in the heater/ Air Conditioner room was in fact leaking. Attempts to control the leak were not successful, resulting in the shutting down of the HVAC unit and the bleeding down of the entire refrigerant system. Followed by mechanical ventilation of the property. The unit was tagged out with the occupants advised to seek a technician to properly repair the unit.

- On the 18<sup>th</sup> at 19:22 hours Engine 62 with a duty crew of Six (6) was dispatched to the 5400 building of The Pines at Arborwood in Lindenwold on the second alarm. Heavy fire had heavily damaged three units, with an additional six units or more suffering some type of residual damage. The engine crew were used for interior operations checking for and controlling fire extension and mopping up, while also conducting a secondary search of the units involved. As a result of the investigation of this fire a criminal investigation commenced, Chief Beeler requesting all of our reporting to include a roster of all Pine Hill Fire Department personnel, who responded and worked on the fire grounds. That information was submitted on the 20<sup>th</sup>.
- On the 24<sup>th</sup> Engine 62 was dispatched to Wilson and Blackwood for a reported vehicle fire. Shortly after dispatch Chief Greer who was in the area reported the engine compartment well involved with the fire extending to a wood frame garage / storage building. Supported by Ladder 62 and Squad 85, the fire was controlled with a single 1 ¾" line. Ending in severe damage to the vehicle and limited extension to the garage.
- On the 24<sup>th</sup> Squad and Ladder 62 were dispatched to 11 Kristian Dr in the Erial Section of Gloucester Twp. for a reported dwelling fire. First arriving Deputy Chief (Brown) reported a well involved single family dwelling placing all companies in service. Our Squad with the duty crew laid a supply line in and commenced an interior attack. Ladder 62 arrived and commenced support services of Search and Rescue and laddering the building Chief Hunter established Division "C". the fire Suddenly intensified, and all interior firefighting operations were pulled out, changing to a defensive operation utilizing master streams. During this and all occurring extremely fast requiring all personnel to help with the evacuation. A ground ladder from ladder 62 that had been set on the "B" side did not get moved and sustained severe fire damage. It has now been condemned and taken OOS. The fire ultimately extended and damaged all three of the exposed residential properties and required service from our department to about 01:00 Hours.

### **Financial Recovery x (3)**

- During the week of the 7<sup>th</sup> Met with the new management personnel from the Cedar Brook Apartments, following up on the remuneration owed to the FD for the New Storz adaptors placed on the four hydrants in the complex. This will provide us a reimbursement of approx. \$720.00. Secondly, we were also able to receive a \$2,000.00 recovery from VCI in Berlin who completed the paint and minor damage repair on the Engine last month. Lastly Firefighter Gordan Sr. also brought it to my attention that the Nat Alexander sales representative made a mistake on the Cedar Brook adaptor invoice providing the Department with a \$470.00 line of credit with that company.



## **High School Graduation**

- Deputy Chief Hunter advised that we had been requested by the PHPD to provide EMS coverage at the Overbrook High Graduation on the 17<sup>th</sup>. After attempt to contact and coordinate this with Mr. Brown of AMR to no avail. The Chief was authorized by me to provide that coverage utilizing the PHFD ambulance and two qualified EMTs.

## **School System Support**

- Dr Kozer, Superintendent Pine Hill Public Schools, retired as of the 18<sup>th</sup> to recognize his contributions to the community a pass and review was held on the 18<sup>th</sup> with the fire department posting our Large American Flag from the Tower ladder and participating in the pass and review parade for this long term dedicated educator and his family. Photos posted on our Web Page.

## **AMR Personnel Matter**

- On the 21<sup>st</sup> a serious personnel matter involving one of the AMR - EMT's normally assigned to our station was brought to my attention. Gathering pertinent information, I immediately contacted Mr. Brown the AMR Operations manager. Exchanging all of the critical information and expressing my concerns requesting immediate action. That request was immediately followed up on and appropriate measure taken. Commissioner Warrington was notified.

## **Facility Repairs**

- During the week of the 21<sup>st</sup> the two (2) new Overhead doors were installed, one to the rear of the ladder bay and the second in front of the Squad. Upgrading both of them to a commercial grade door.
- Continuing to work on clearing out the archive room reducing files and other non-essential materials. We have commenced the process of clearing out the basement storage room and will be applying new paint and improving lighting in that room this week. Once completed the filing cabinets and other similar storage will be relocated there, ultimately to empty the current Archive area.

## Gear Rack / PPE Evaluations

- With a few new members coming in requiring a gear rack and issuance of PPE. A review of the gear racks was conducted identifying members who have failed to maintain active level status. A correspondence was derived under my pen, sent to all of the identified members requesting them to improve their participation, and to contact the Deputy Chief to provide their current and future status. Failure to do so would result in the vacating of their gear rack position and pulling of their PPE. Letter Issued June 25<sup>th</sup>

## Standard Operating Guidelines

- Continued to review and where necessary updating all of the Standard Operating Guidelines of the department. Once completed they were placed into a PDF file and then added to the "S" Drive. Completing
  - SOG 2021 -001** Firefighting apparatus arrival responsibilities
  - SOG 2021- 002** Firefighter Accountability
  - SOG 2101- 003** Response to Carbon Monoxide incidents
  - SOG 2021- 004** Response to Gas Leaks
  - SOG 2021- 005** Residential Smoke Detector Checks and installation
  - SOG 2021- 006** Incident Management Technician (Command Support)
  - SOG 2021- 007** Fire Department EMS Operations
  - SOG 2021- 008** Monday – Friday Duty Crew Operations
  - SOG 2021- 009** Emergency Scene Rehabilitation

## Strategic Planning Committee

- The committee reconvened on the evening of June 29<sup>th</sup> to follow up on the request of the Board from the June 8<sup>th</sup> meeting. To establish some priorities from the Initial Plan that was submitted pertaining to the facility recommendations, in preparation for the follow up meeting set for July 1<sup>st</sup> after the regular monthly board meeting.

## Insurance Meeting

- On the 29<sup>th</sup> Along with B/A Campanella and Deputy Chief Hunter met with Mr. Don Ruprecht representing J.A. Montgomery Consulting. Regarding insurance matters ranging from available Firefighter training and safety concerns to the legal aspects of not having proper guidelines, procedures, and documentation in line with today's standards.

**Pine Hill Bureau of Fire Prevention  
Office of the Fire Marshal  
Monthly Report to the Board of Fire Commissioners**

**Month of: June 2021**

**Inspection Totals:**

<b>Type Conducted</b>	<b>Monthly Totals</b>
Life Hazard Use Inspection(s)	05
Fire Safety Inspection – Non LHU(s)	16
Re-Inspection(s)	5
Smoke Detector & CO Detector Compliance(s)	27
Complaint(s)	0
Fire Investigation(s)	00

**Financial:**

<b>Type of Fee Collected</b>	<b>Monthly Totals</b>
Annual Registration / Inspection Fees	\$836.00
Smoke Detector & CO Detector Compliance	\$1,215.00
Permit Fees	0
Number of Permits Issued	0
Penalty Money Collected – Dedicated Trust	0
Penalty Money Collected – Non-Dedicated	0
Life Hazard Use Fees from State (quarterly)	0
Number of Copy of Fire Report(s)	02
Copy of Fire Report(s)	0
<b>Total Amount of Money Deposited this Month</b>	<b>\$2,051.00</b>

**Requests:**

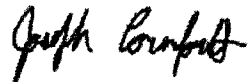
**The following Items are requests for purchase/appropriation:**

N/A

**Comments:**

N/A

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Joseph Cornforth". The signature is written in a cursive, slightly slanted style.

Joseph Cornforth  
Fire Official

**PINE HILL FIRE DISTRICT #1  
JUNE 2021 ADMINISTRATOR'S REPORT**

- Renewed PHFD's SAM registration with federal government
- Advertised notice for special meeting
- Submitted a request of payment from FEMA on 6/10/21 from our SAFER Grant Funds
- Advertised the November Fire District Election
- Trained new part-time administrator
- Completed the quarterly IROC report
- Took 365 pounds of documents to Tab Shredding for destruction
- Attended Special Meeting on 6/16/2021
- Met with Chief, Deputy Chief and Risk Manager Don Ruprect
- Filed an insurance claim for damage to ground ladder
- Processed payroll
- Made DCRP payments in a timely manner
- Made pension payments in a timely manner
- Updated Website
- Entered payroll expenditures in Edmunds
- Entered invoices in Edmunds and printed purchase orders and checks
- Reconciled Bank Statements
- Entered bank deposits in Edmund's
- Typed minutes of the monthly meeting
- Prepared agenda, resolutions, and paperwork for monthly meeting
- Opened and distributed mail daily
- Made bank deposits into fire district account
- Responded to all emails received
- Handled written correspondence
- Answered phone calls daily and assisted residents
- Handled day-to-day operations

*John Capronell 6/30/21*