

Pine Hill Fire District #1
Regular Meeting Minutes
December 2, 2021

MEETING CALLED TO ORDER: Meeting was called to order by Chairman Waddington at 7:37 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 – present, Commissioner Waddington – present, Commissioner Wakeley – present, Commissioner Warrington – present

OTHER OFFICIALS PRESENT: Chief Dukes, Solicitor Carlamere, Joseph Pfeiffer

Swearing-In: Solicitor David Carlamere swore-in Commissioners Kevin Waddington and Thomas Hassett, who were re-elected in the November election.

MINUTES: Chairman Waddington asked if there were any questions regarding the regular and closed session minutes for the meeting held on November 4, 2021. There were none. A motion to approve the minutes was made by Commissioner Hagarty and seconded by Commissioner Wakeley. Motion passed with five yes votes.

COMMUNICATIONS LIST: Chairman Waddington explained the communications listed on the agenda and asked if there were any questions. There were none.

OLD BUSINESS:

Committee Chair Reports:

- **Fire Equipment and Apparatus Liaison:** Commissioner Wakeley said that the deputy chief's vehicle needed extensive repairs.
- **Community Relations Liaison:** Commissioner Warrington said that Santa will be visiting the local schools and that the Christmas Parade is set for December 5th.
- **Information Technology and Equipment Commissioner:** No Report
- **Insurance Fund Commissioner:** The business administrator gave an update on the workers comp cases and the repair to the president's office.
- **Fire Prevention Commissioner:** No Report
- **EMS Liaison:** Commissioner Warrington reported that AMR continues to have less than full coverage. They are still understaffed. There was no ambulance available at all last weekend. We used our in-house squad for coverage. We received a letter from AMR terminating our contract. Commissioner Warrington said that he spoke with Mayor's

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Green and Mayer about the issue. The mayors are working on a RFP that will meet our needs.

Chief Dukes said that we had 1900 EMS calls last year and he thinks that two ambulances might not be enough. We need to look at the statistics to see if a third ambulance is warranted.

Chief Dukes said that there is a problem with AMR responding to calls. They are responding at emergency speed even after they are notified to reduce speed.

Chief Dukes expressed concern that he does not think the RFP is adequate. Commissioner Hagarty said that there is usually a period of time to ask questions, address concerns and modify RFP's.

NEW BUSINESS:

- **Second Reading of 2022 Fire District Budget:** Chairman Waddington said that the proposed 2022 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. Also, notice of this meeting was published in the Courier Post. 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 2022 Fire District Budget only. A motion to open the floor for a public hearing was made by Commissioner Hagarty and seconded by Commissioner Wakeley. All five Commissioners present were in favor. Motion passed.

There was no public participation.

- **Close Public Hearing:** Chairman Waddington asked if there were any further questions regarding the topic of the 2022 Pine Hill Fire District Budget. There were none. A motion to close the public hearing was made by Commissioner Hassett and seconded by Commissioner Wakeley. All five 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 21-21 and 21-22 separately and then vote on Resolutions 21-24 through 21-39 as a consent agenda. Resolution 21-23 has been withdrawn due to the audit not being completed.

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NEW BUSINESS: Chairman Waddington asked if there were any questions regarding Resolution #21-21 on the agenda. Chairman Waddington explained that the fire district is adopting the 2022 budget at this meeting. The Total Revenue will be \$1,517,746 and the amount to be raised by taxation will be \$1,317,951 and the total appropriations is \$1,517,746. Chairman Waddington asked if there were any questions regarding Resolution #21-21. There were none.

○ **Resolution 21-21:** Approval and Adoption of the 2022 Budget

- A motion to approve resolution 21-21 was made by Commissioner Hagarty and seconded by Commissioner Wakeley.

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

○ **Resolution 21-22:** Approval and Payment of Bills

- A motion to approve Resolution 21-22, was made by Commissioner Hassett and seconded by Commissioner Wakeley.

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

Chairman Waddington said that Resolutions 21-24 through 21-39 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 21-24 through 21-39 was made by Commissioner Hassett and seconded by Commissioner Wakeley.

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

- **Resolution 21-24:** Appointment of Fire Chief
- **Resolution 21-25:** Appointment of Fire Official
- **Resolution 21-26:** Appointment of Fire Inspector
- **Resolution 21-27:** Designation of Official Depository
- **Resolution 21-28:** Adoption of Cash Management Plan
- **Resolution 21-29:** Designation of Official Publication

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- **Resolution 21-30:** Appointment of First JIF Fund Commissioner and Alternate
- **Resolution 21-31:** Awarding Professional Services Contract for Solicitor
- **Resolution 21-32:** Awarding Professional Services Contract for Auditor
- **Resolution 21-33:** Awarding Professional Services Contract for Insurance Consultant
- **Resolution 21-34:** Awarding Professional Services Contract for Medical Provider
- **Resolution 21-35:** Awarding Professional Services Contract for Computer Maintenance
- **Resolution 21-36:** Salaries of Fire District Commissioners and Employees
- **Resolution 21-37:** Schedule of Meeting Dates
- **Resolution 21-38:** Appointment of Fire District Administrator
- **Resolution 21-39:** Establishing Public Portion of Meeting Requirements

Solicitor Carlamere thanked the Board for re-appointing him as solicitor for 2022.

NOMINATIONS FOR FIRE COMMISSIONER POSITIONS: With the Solicitor's approval, a motion was made by Commissioner Hagarty and seconded by Commissioner Wakeley that the commissioners retain their current positions that were approved in 2020.

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

FIRE CHIEF'S REPORT: See attached report. Chief Dukes

FIRE OFFICIAL'S REPORT: See attached report.

FIRE DISTRICT ADMINISTRATOR'S REPORT: See attached report

Chairman Waddington 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 five 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.

Walter Davis of 1 Franklin Ave. asked to speak.

1. Mr. Davis said that he remembers when Chief Dukes started five years ago. How the time flew by.

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2. Mr. Davis said that the residents of Pine Hill are lucky to have such a dedicated fire department. The fire department is doing a great job.
3. Mr. Davis said that the Public Works' Christmas display looks very nice.

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.

CLOSED SESSION: Chairman Waddington said that there was a need for a closed session to discuss personnel issues and contract negotiations. A motion to enter a closed session was made by Commissioner Hagarty and seconded by Commissioner Wakeley. Motion passed with five yes votes. Closed session began at 8:12 p.m. and ended at 8:35 p.m.

ROLL CALL TO RESUME MEETING: Chairman Waddington asked for a roll call. Commissioner Hagarty – present, Commissioner Hassett – present, Commissioner Wakeley – present, Commissioner Warrington – present, Commissioner Waddington – present.

OUTCOME OF CLOSED SESSION: Chairman Waddington announced that no official actions or votes were taken in closed session. The union contract has been settled. A motion to approve the employment contract for the union employees was made by Commissioner Hagarty and seconded by Commissioner Wakeley. Roll Call Vote: Commissioner Hagarty – yes, Commissioner Hassett – no, Commissioner Wakeley – yes, Commissioner Warrington – yes, Commissioner Waddington – yes. Motion passed with four yes votes.

A bonus for firefighter James Gordon Sr. was discussed in closed session due to the fact that Firefighter Gordon performs mechanical repairs to the fire trucks and equipment thereby saving the fire district money. A motion was made by Commissioner Hassett and seconded by Commissioner Hagarty to approve a one-time bonus of \$2,500 to be paid in December of 2021.

Roll Call Vote: Commissioner Hagarty – yes, Commissioner Hassett – yes, Commissioner Wakeley – yes. Commissioner Warrington – no, Commissioner Waddington – yes. Motion passed with four yes votes.

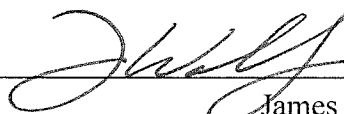
A discussion was held in closed session regarding resolution 21-24 and whether the job title was accurate. A motion was made by Commission Warrington and seconded by Commissioner Wakeley to change the title of the position from Fire Administrator to Fire Chief.

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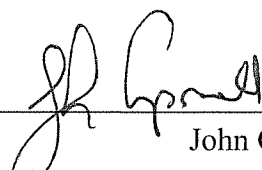
Roll Call Vote: Commissioner Hagarty – yes, Commissioner Hassett – yes, Commissioner Wakeley – yes. Commissioner Warrington – yes, Commissioner Waddington – yes. Motion passed with four yes votes.

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 were in favor. Motion passed.

The meeting was adjourned at 8:39 p.m.



James Wakeley
Commission Secretary



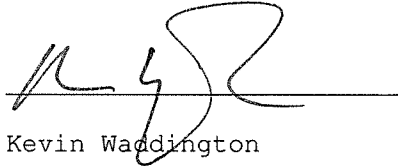
John Campanella
Fire District Business Administrator

FIRE DISTRICT # 1
BOROUGH OF PINE HILL
CAMDEN COUNTY, NEW JERSEY

OATH OF OFFICE

I, Kevin Waddington, do solemnly swear that I will support the Constitution of the United States, and the Constitution and Laws of the State of New Jersey, and that I will bear true faith and allegiance to the same, and to the governments established under the authority of the people; and I do further solemnly swear that I will faithfully, impartially and justly perform all the duties of the office Member of the Board of Fire Commissioners for Fire District #1, Borough of Pine Hill, to the best of my ability, so help me God.

DATED:



Kevin Waddington

STATE OF NEW JERSEY
COUNTY OF CAMDEN SS

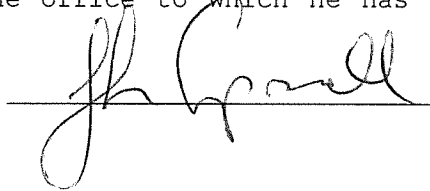
I CERTIFY that on December 2nd , 2021,

Kevin Waddington

personally came before me and acknowledged under oath, that he

(a) is named in and did personally sign this oath of office.

(b) signed, sealed and delivered this oath of office as a free and voluntary act with the intent and purpose to assume the office to which he has been elected or appointed.



FIRE DISTRICT # 1
BOROUGH OF PINE HILL
CAMDEN COUNTY, NEW JERSEY

OATH OF OFFICE

I, Thomas Hassett, do solemnly swear that I will support the Constitution of the United States, and the Constitution and Laws of the State of New Jersey, and that I will bear true faith and allegiance to the same, and to the governments established under the authority of the people; and I do further solemnly swear that I will faithfully, impartially and justly perform all the duties of the office Member of the Board of Fire Commissioners for Fire District #1, Borough of Pine Hill, to the best of my ability, so help me God.

DATED:



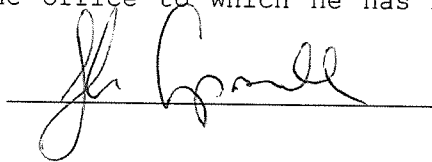
Thomas Hassett

STATE OF NEW JERSEY
COUNTY OF CAMDEN SS

I CERTIFY that on December 2nd , 2021,
Thomas Hassett

personally came before me and acknowledged under oath, that he
(a) is named in and did personally sign this oath of office.

(b) signed, sealed and delivered this oath of office as a free and voluntary act with the intent and purpose to assume the office to which he has been elected or appointed.



Certificate of Election

BOARD OF CANVASSERS
OF
CAMDEN COUNTY, NEW JERSEY

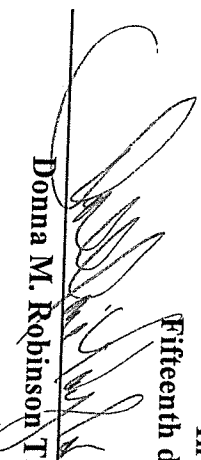
The said Board does determine that at an election held in said county,
on the Second day of November, in the year of our Lord Two Thousand Twenty-One

KEVIN WADDINGTON

was duly elected to the Office of

MEMBER OF BOARD OF FIRE COMMISSIONER
PINE HILL BOROUGH FIRE DISTRICT NO. 1

In Witness Whereof, I have hereunto set my hand this
Fifteenth day of November, A.D., Two Thousand Twenty-One


Donna M. Robinson Taylor, Chairperson, Board of County Canvassers

Attest: 
JOSEPH RIPA, Camden County Clerk



Certificate of Election

BOARD OF CANVASSERS
OF
CAMDEN COUNTY, NEW JERSEY

The said Board does determine that at an election held in said county,
on the Second day of November, in the year of our Lord Two Thousand Twenty-One

THOMAS E. HASSETT

was duly elected to the Office of

MEMBER OF BOARD OF FIRE COMMISSIONER

PINE HILL BOROUGH FIRE DISTRICT NO. 1

In Witness Whereof, I have hereunto set my hand this
Fifteenth day of November, A.D., Two Thousand Twenty-One


Donna M. Robinson Taylor, Chairperson, Board of County Canvassers

Attest:


JOSEPH RIPA, Camden County Clerk




Member Board of Fire Comm.-Pine Hill FD1

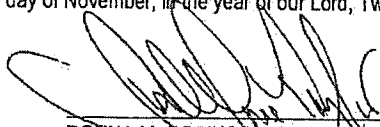
		Registered	Ballots Cast	Turnout (%)	Thomas E. HASSETT	Kevin WADDINGTON	Write-In						
Pine Hill Dist 1	Total	1226	209	17.05	105	104	1						
Pine Hill Dist 2	Total	1336	260	19.46	145	136	1						
Pine Hill Dist 3	Total	1411	312	22.11	170	169	2						
Pine Hill Dist 4	Total	1445	159	11.00	82	79	4						
Pine Hill Dist 5	Total	1420	303	21.34	155	164	3						
Pine Hill Dist 6	Total	992	94	9.48	46	51							
Pine Hill Mail-In Ballot	Total	0	1096	0.00	852	865	3						
Pine Hill Provisional	Total	0	101	0.00	65	65							
Pine Hill Emergency Ballots	Total	0	0	0.00									
Pine Hill Early Voting	Total	0	55	0.00	40	38							
Pine Hill Borough	Total	7830	2589	33.07	1660	1671	14						
Total - All Tally Types		7830	2589	33.07	1660	1671	14						
Contest Total		7830	2589	33.07	1660	1671	14						

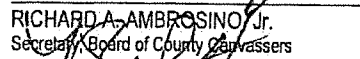
WE DO HEREBY CERTIFY that the foregoing is a true, full and correct statement of the results of the election herein mentioned, as the same is exhibited by the statements produced and laid before the board of county canvassers according to law, and that the same exhibits the number of the names in the signature copy registers and the registers of voters, the number of names of the voters in the poll-books of the election districts, respectively, and of the ballots rejected, the whole number of names in the signature copy registers and the registers of voters, the whole number of names of the voters in the poll-books of the several election districts, the name of each person for whom any vote or votes were cast, the number of votes cast for each person in each election district, and the whole number of votes cast for each person for each office designated, the whole number of districts in each election district and the whole number of votes cast thereupon in the several election districts as they appear by the statements so produced and laid before the said Board.

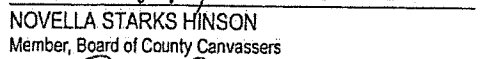
IN WITNESS WHEREOF, we have hereunto set our hands, this Fifteenth day of November, in the year of our Lord, Two Thousand Twenty-one.

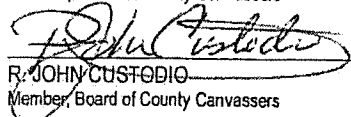
Attest:


JOSEPH RIPA
Clerk, Board of County Canvassers


DONNA M. ROBINSON TAYLOR
Chairperson, Board of County Canvassers


RICHARD A. AMBROSINO Jr.
Secretary, Board of County Canvassers


NOVELLA STARKS HINSON
Member, Board of County Canvassers


R. JOHN CUSTODIO
Member, Board of County Canvassers

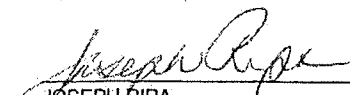
A STATEMENT of the determination of the BOARD OF COUNTY CANVASSERS, relative to an election held in the County of Camden, on the Second day of November, in the year of our Lord, Two Thousand Twenty-one, for the election of:


- GOVERNOR,
- MEMBERS OF THE STATE SENATE - 4th, 5th, 6th & 8th LEGISLATIVE DISTRICTS,
- MEMBERS OF THE GENERAL ASSEMBLY - 4th, 5th, 6th & 8th LEGISLATIVE DISTRICTS,
- SHERIFF,
- THREE MEMBERS OF THE BOARD OF COUNTY COMMISSIONERS,
- TWO STATE PUBLIC QUESTIONS,
- ALL MUNICIPAL OFFICES IN CAMDEN COUNTY,
- ALL REGIONAL & LOCAL SCHOOL BOARD CANDIDATES,
- ALL MEMBERS OF THE BOARD OF FIRE COMMISSIONERS

I DO HEREBY CERTIFY that the foregoing is a true, full and correct statement of the determination of the Board of Canvassers therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand, this Fifteenth day of November, in the year of our Lord, Two Thousand Twenty-one.

Attest:


JOSEPH RIPA
Clerk, Board of County Canvassers


DONNA M. ROBINSON TAYLOR
Chairperson, Board of County Canvassers

Classified Ad Receipt
(For Info Only - NOT A BILL)

Customer: PINE HILL FIRE DISTRICT 1

Ad No.: 0005000213

Address: 1109 ERIAL RD
PINE HILL NJ 08021
USA

Pymt Method Invoice

Net Amt: \$43.20

Run Times: 1

No. of Affidavits: 1

Run Dates: 11/12/21

Text of Ad:

**Pine Hill Board of Fire Commissioners District #1
2022 Budget Adoption Notice**

The Pine Hill Board of Fire Commissioners will hold a public hearing to adopt the 2022 Fire District Budget at their regularly scheduled meeting on Thursday, December 2, 2021. This meeting will be held at the Pine Hill Fire Department, located at 1109 Erial Road, Pine Hill, NJ at 7:30 PM. Formal action will be taken. Copies of the 2022 Budget will be available upon request during the week preceding the hearing and during the hearing. Copies can be obtained, in person, at the address listed in this notice, between 9:00 AM and 3:00 PM, Monday through Thursday or by contacting the Business Administrator at (856) 783-8666.

John Campanella
Business Administrator
(\$13.20)

AFFIDAVIT OF PUBLICATION

Publisher's Fee \$13.20 Affidavit \$30.00

STATE OF NEW JERSEY

Camden County

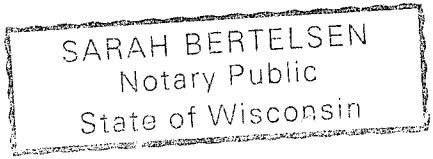
Personally appeared _____ *Letfern* _____

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 dated as follows:

:
11/12/2021 **A.D 2021**

Sarah Bertelsen
Notary Public State of Wisconsin County of Brown

7/27/25
My commission expires



Ad Number: 0005000213

Pine Hill Board of Fire Commissioners District #1
2022 Budget Adoption Notice

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John Campanella
Business Administrator
(\$13.20)



VIA REGULAR U.S. MAIL

November 18, 2021

Charles E. Warrington Jr.
Fire Commissioner
1109 Erial Rd
Pine Hill, NJ 08021

Re: Agreement dated January 3, 2019 ("Agreement")

Dear Commissioner Warrington:

American Medical Response Mid-Atlantic, Inc. ("AMR") performs reviews of its agreements and business relationships. We have recently reviewed our Agreement and business relationship. We regret to inform you that we are terminating the Agreement without cause under paragraph 12. The termination will be effective one hundred twenty (120) days from the date above.

If you have any questions, please feel free to contact John M. Robben at 540-532-2433.

Very truly yours,

A handwritten signature in black ink, appearing to read "J. Robben", is written over a horizontal line.

Cc: Contract Administration
Business Unit 45400

2022 ADOPTED BUDGET RESOLUTION

Pine Hill Borough FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

WHEREAS, the Annual Budget for the Pine Hill Borough FD No. 1 (the 'Fire District') for the fiscal year beginning January 1, 2022 and ending December 31, 2022 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of December 2, 2021; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

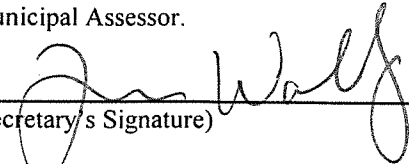
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,517,746.00 which includes amount to be raised by taxation of \$1,317,951.00, and Total Appropriations of \$1,517,746.00; and

WHEREAS, an election shall be held annually on the third Saturday of February (only if required) in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on December 2, 2021 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2022 and ending December 31, 2022 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,517,746.00, which includes amount to be raised by taxation of \$1,317,951.00, and Total Appropriations of \$1,517,746.00; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February (only if required) to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.



 (Secretary's Signature)

12/2/21

 (Date)

Board of Commissioners Recorded Vote

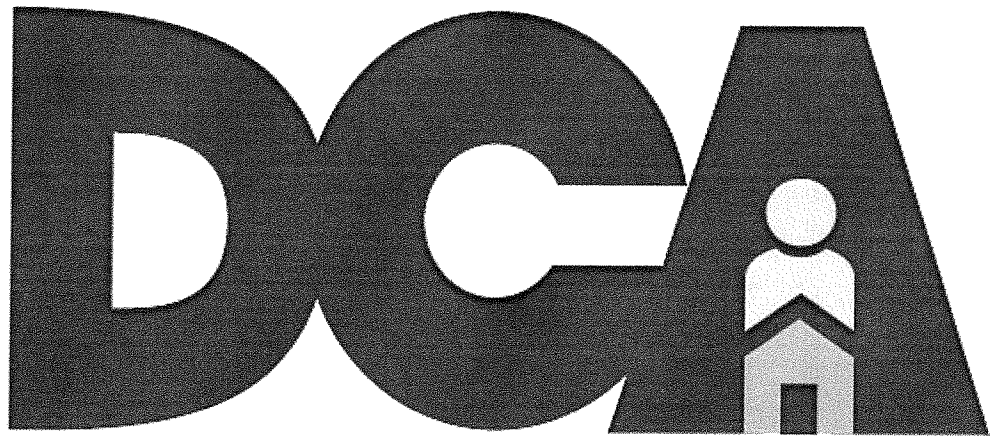
Member	Aye	Nay	Abstain	Absent
Kevin Waddington	✓			
Charles Warrington Jr.	✓			
Thomas Hassett	✓			
James Wakeley <i>2nd</i>	✓			
Michael Hagarty <i>1st</i>	✓			

2022

Pine Hill Borough FD No. 1

Fire District Budget

www.pinehillfiredistrict.com



NJ DEPARTMENT OF
Community Affairs

Division of Local Government Services

2022 FIRE DISTRICT BUDGET
Certification Section

2022

Pine Hill Borough FD No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2022 to December 31, 2022

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the approved Budget made a part hereof complies with the requirements of law and the rules and regulations of the Local Finance Board, and approval is given pursuant to N.J.S.A. 40A:5A-11.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

By: _____ Date: _____

2022 PREPARER'S CERTIFICATION

Pine Hill Borough FD No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2022 to December 31, 2022

It is hereby certified that the Fire District Budget, including the annual budget and all schedules attached thereto, represents the Board of Commissioners' resolve with respect to stature in that; all estimates of revenues, including the amount to be raised by taxation to support the district budget, are reasonable accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Fire District.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:	jcampanella@pinehillfiredistrict.com
Name:	John Campanella
Title:	Business Administrator
Address:	1109 Erial Rd. Pine Hill, NJ 08021
Phone Number:	856-783-8666
Fax Number:	856-258-4161
E-mail Address:	jcampanella@pinehillfiredistrict.com

2022 PREPARER'S CERTIFICATION OTHER ASSETS

Pine Hill Borough FD No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2022 to December 31, 2022

It is hereby certified that operating appropriations, as reported in this annual budget on Page F-3, for the acquisition of Other Assets not included as Capital Outlays are Non-Bondable Assets. The Board of Commissioners has determined that the aforementioned Other Asset appropriation(s) do not meet the criteria for bonding pursuant to the Local Bond Law (N.J.S.A. 40A:2-1 et seq.) and more specifically, as it pertains to the expected useful life of the asset, pursuant to N.J.S.A. 40A:2-21.

It is further certified that the Other Asset appropriation(s) as reported herein have been determined not to be Capital Assets pursuant to N.J.S.A. 40A:14-84 and 40A:14-85. Therefore, the election has been made to treat such Other Assets as Operating Appropriations: Current Operating Expenses, pursuant to N.J.S.A. 40A:14-78.6.

Preparer's Signature:	jcampanella@pinehillfiredistrict.com
Name:	John Campanella
Title:	Business Administrator
Address:	1109 Erial Rd. Pine Hill, NJ 08021
Phone Number:	856-783-8666
Fax Number:	856-258-4161
E-mail Address:	jcampanella@pinehillfiredistrict.com

FIRE DISTRICT INTERNET WEBSITE CERTIFICATION

Fire District's Web Address:	www.pinehillfiredistrict.com
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All fire districts shall maintain either an Internet website or a webpage on the municipality's Internet website. The purpose of the website or webpage shall be to provide increased public access to the Fire District's operations and activities. N.J.S.A. 40A:14-70.2 requires the following items to be included on the Fire District's website at a minimum for public disclosure. Check the boxes below to certify the Fire District's compliance with N.J.S.A. 40A:14-70.2.

- A description of the Fire District's mission and responsibilities
- Commencing with 2013, the budgets for the current fiscal year and immediately two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- The Fire District's rules, regulations and official policy statements deemed relevant by the commissioners to the interests of the residents within the district
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the commissioners, setting forth the time date, location and agenda of each meeting
- Beginning January 1, 2013, the approved minutes of each meeting of the commissioners including all resolutions of the commissioners and their committees; for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Fire District
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organizations which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Fire District, but shall not include volunteers receiving benefits under a Length of Service Award Program (LOSAP).

It is hereby certified by the below authorized representative of the Fire District that the Fire District's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:14-70.2 as listed above. A check in each of the above boxes signifies compliance.

Name of Officer Certifying Compliance: John Campanella
Title of Officer Certifying Compliance: Business Administrator
Signature: jcambanella@pinchillfiredistrict.com

2022 APPROVAL CERTIFICATION

Pine Hill Borough FD No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2022 to December 31, 2022

It is hereby certified that the Fire District Budget, including all schedules appended hereto, are a true of the Annual Budget approved by resolution of the Board of Commissioners of the Fire District, at an open public meeting held pursuant to N.J.A.C. 5:31-2.4, on November 4, 2021.

It is further certified that the recorded vote appearing in the resolution represents not less than a of the full membership of the Board of Commissioners thereof.

Officer's Signature:	kwaddington@pinehillfiredistrict.com
Name:	Kevin Waddington
Title:	Chairman
Address:	1109 Erial Rd. Pine Hill, NJ 08021
Phone Number:	609-790-3003
Fax Number:	856-258-4161
E-mail Address:	kwaddington@pinehillfiredistrict.com

2022 FIRE DISTRICT BUDGET RESOLUTION

Pine Hill Borough FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

WHEREAS, the Annual Budget for Pine Hill Borough FD No. 1 (the 'Fire District') for the fiscal year beginning January 1, 2022 and ending December 31, 2022 has been presented before the Board of Commissioners of the Fire District at its open public meeting of November 4, 2021; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,517,746.00 which includes an amount to be raised by taxation of \$1,317,951.00 and Total Appropriations of \$1,517,746.00; and

WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on November 4, 2021 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2022 and ending December 31, 2022 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on December 2, 2021.

jwakeley@pinehillfiredistrict.com

(Secretary's Signature)

11/4/2021

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Kevin Waddington	X			
Charles Warrington Jr.	X			
Thomas Hassett	X			
James Wakeley	X			
Michael Hagarty	X			

2022 ADOPTION CERTIFICATION

Pine Hill Borough FD No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2022 to December 31, 2022

It is hereby certified that the Fire District Budget annexed hereto is a true copy of the Budget adopted by the Board of Commissioners of the Fire District, pursuant to N.J.A.C. 5:31-2.4, on December 2, 2021.

Officer's Signature:	kwaddington@pinehillfiredistrict.com		
Name:	Kevin Waddington		
Title:	Chairman		
Address:	1109 Erial Rd. Pine Hill, NJ 08021		
Phone Number:	609-790-3003	Fax:	856-258-4161
E-mail address:	kwaddington@pinehillfiredistrict.com		

2022 ADOPTED BUDGET RESOLUTION

Pine Hill Borough FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

WHEREAS, the Annual Budget for the Pine Hill Borough FD No. 1 (the 'Fire District') for the fiscal year beginning January 1, 2022 and ending December 31, 2022 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of December 2, 2021; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,517,746.00 which includes amount to be raised by taxation of \$1,317,951.00, and Total Appropriations of \$1,517,746.00; and

WHEREAS, an election shall be held annually on the third Saturday of February (only if required) in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on December 2, 2021 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2022 and ending December 31, 2022 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,517,746.00, which includes amount to be raised by taxation of \$1,317,951.00, and Total Appropriations of \$1,517,746.00; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February (only if required) to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

jwakeley@pinehillfiredistrict.com

(Secretary's Signature)

2-Dec-21

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Kevin Waddington	x			
Charles Warrington Jr.	x			
Thomas Hassett	x			
James Wakeley	x			
Michael Hagarty	x			

2022 FIRE DISTRICT BUDGET
Narrative and Information Section

2022 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Pine Hill Borough FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

Answer all questions below using the space provided. Do not attach answers as a separate document.

1. When is the Fire District's annual election? (February and/or November)

November
Yes

If November, was the resolution submitted to the Division?

2. Complete a brief statement on the 2022 proposed Annual Budget and make comparison to the 2021 adopted budget.

Our 2022 budget increased by \$74,784 over our 2021 budget. The main reasons for this increase are the increase in salaries, health insurance and the new overnight duty crew program. The salaries increased for two reasons. 1. The union contract expires on 12/31/2021 and the new proposed union contract will have pay increases for the firefighters. 2. The fire district is hiring another full-time firefighter due to the Deputy Chief being promoted to Chief. He will no longer perform the duties of an active firefighter. Therefore, we need to hire one additional firefighter, which will increase our salaries and health insurance. The overnight duty program is a new program for 2022. Due to the decline in the number of volunteer firefighters available to answer calls, the fire district started a program to pay a stipend for firefighters to work overnight when it is difficult to find enough firefighters to safely respond to emergency calls.

3. Explain any variances over +/-10% for each line item. Attach in FAST any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item.

The variances over 10% are as follows: Operations Software increased by 15.4% because we added \$800.00 to cover the cost of additional software. The overnight duty crew program increased by 100% because this is the first year for the program. Training and Education on the administrative budget increased by 720% because we added \$7,200.00 to the line item because of a contractual obligation under the new proposed union contract. The fire district will pay part of the cost of higher education for the firefighters for courses related for firefighting. There was a decrease of 100% in banquet expense because the fire district eliminated the line item at the request of the DCA. There was an increase of 11.1% in payroll administration expense due to the increase in salaries and hiring an additional firefighter. There was a 100% increase in Professional Services - EMS. This is a new line item for 2022. Its purpose is to have funds available for EMS operations due to staffing issues with our current EMS provider. Our current EMS provider is having difficulty responding to all the medical emergency calls in Pine Hill. Since we have our own ambulance, we may need to use it more frequently in 2022 to provide adequate support for medical emergency calls. There will be additional costs associated with EMS, such as hiring a medical director, billing liaison, etc. Please note on page F-3 that the administrative salary & wages and fringe benefits increased significantly. The reason is due to the Deputy Chief being promoted to Chief. His salary and benefits have been moved from the Operations budget to the Administration budget. In turn, the wages and fringe benefits in the Operations budget are lower due to this change.

4. Complete a brief statement on the impact the proposed Annual Budget will have on the Amount to be Raised by Taxation, the use of the Restricted and Unrestricted Fund Balance(s) and how they are complying with the Property Tax Levy Cap.

If Unrestricted Fund Balance is reduced by more than 10%, explain the projected impact on the following year's budget.

The amount to be raised by taxation increased by \$83,874.00. This is mainly due to the increase in payroll, health insurance and the implementation of the overnight duty crew program. We increased our capital by \$30,000, from last year, to help offset the cost of future purchases of equipment, apparatus and fire trucks. However, one fire truck was paid off in 2021, which lowered our debt. In an effort to reduce the burden on the taxpayers, the commissioners decided to use \$50,000.00 from the unrestricted fund balance. This will reduce the tax rate increase for the residents.

2022 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Pine Hill Borough FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

Answer all questions below using the space provided. Do not attach answers as a separate document.

5. Does the Fire District plan on exceeding the Levy Cap? If so, please provide a statement with the reasons for exceeding the Levy Cap and identify the appropriations that caused the Fire District to exceed the Levy Cap, and how they are being addressed by a referendum.

No, the fire district does not plan on exceeding the Levy Cap.

6. If the Fire District plans to pass a Resolution for the Release of Restricted Fund Balance to be used in the 2022 proposed operating budget, explain the reason and purposes of the appropriation.

Not applicable.

7. Complete a brief statement on the Annual Budget's proposed capital appropriations including debt service for the proposed budget year and for future years.

As stated earlier, we set aside an additional \$30,000 for Capital in the 2022 budget. Therefore, we will increase our restricted fund balance in 2022 by \$70,000.00 for future needs. We can afford to increase our Capital due to the elimination of debt. One fire truck was paid off in 2021. The other debt obligation will be satisfied in 2024. Our Ladder Truck was built in 2005 and is aging. Therefore, we need to plan for replacing or refurbishing this truck at some point in the future.

8. If the proposed Annual Budget contains an amount for a Cash Deficit of the Preceding Year pursuant to N.J.S.A. 40A:14- 78.6, then explain the reasons for the occurrence of the deficit.

Not applicable.

2022 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Pine Hill Borough FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

Answer all questions below using the space provided. Do not attach answers as a separate document.

9. Does the Annual Budget appropriate such sums as it may deem necessary for the purchase of first aid, ambulance, rescue, or other emergency vehicles, equipment, supplies and materials for use by a duly incorporated association, pursuant N.J.S.A. 40A:14-85.1? If so, provide the organization's incorporated name and amounts.

No

10. Complete the following based on the municipal assessor's latest information pursuant to N.J.S.A. 54:4-35:

Total Assessed Valuation of District	\$	423,301,669.00
Proposed Tax Rate per \$100 of Assessed Valuation	\$	0.3110

11. Is the Fire District providing for a first-year funding appropriation to establish a length of service award program (LOSAP) in this year's budget subject to public referendum thereof?

No	x	Yes		If yes, how much is appropriated?	
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If the public question is defeated, is the Board of Commissioners aware that the budget must be amended to delete the LOSAP appropriation amount and that the Amount to be Raised by Taxation to Support the Budget must be reduced by a like amount?

No		Yes	
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FIRE DISTRICT CONTACT INFORMATION

2022

Please complete the following information regarding this Fire District. All information requested below must be completed.

Name of Fire District:	Pine Hill Borough FD No. 1		
<i>Address:</i>	1109 Erial Rd.		
<i>City, State, Zip:</i>	Pine Hill,	NJ	08021
<i>Phone: (ext.)</i>	856-783-8666	<i>Fax:</i>	856-258-4161
<i>Fire District E-mail:</i>	jcampanella@pinehillfiredistrict.com		

Preparer's Name:	John Campanella		
<i>Preparer's Address:</i>	1109 Erial Rd.		
<i>City, State, Zip:</i>	Pine Hill	NJ	08021
<i>Phone: (ext.)</i>	856-783-8666	<i>Fax:</i>	856-258-4161
<i>E-mail:</i>	jcampanella@pinehillfiredistrict.com		

Chairperson:	Kevin Waddington		
<i>Phone: (ext.)</i>	609-790-3003	<i>Fax:</i>	856-258-4161
<i>E-mail:</i>	kwaddington@pinehillfiredistrict.com		

Secretary:	James Wakeley		
<i>Phone: (ext.)</i>	856-981-8402	<i>Fax:</i>	856-258-4161
<i>E-mail:</i>	jwakeley@pinehillfiredistrict.com		

Treasurer:	Kevin Waddington		
<i>Phone: (ext.)</i>	609-790-3003	<i>Fax:</i>	856-258-4161
<i>E-mail:</i>	kwaddington@pinehillfiredistrict.com		

Name of Auditor:	Michael Welding		
<i>Name of Firm:</i>	Bowman & Company LLP		
<i>Address:</i>	6 N. Broad St. Suite 201		
<i>City, State, Zip:</i>	Woodbury	NJ	08096
<i>Phone: (ext.)</i>	856-853-0440	<i>Fax:</i>	856-782-5092
<i>E-mail:</i>	mwelding@bowmanllp.com		

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

Pine Hill Borough FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

Answer all questions below completely.

- 1) Provide the number of regular voting members of the governing body:

5

- 2) Provide the number of alternate voting members of the governing body:

0

3) Does the fire district have any amounts receivable from current or former commissioners, officers, or employees?

No

If "yes," provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the fire district.

- 4) Was the fire district a party to a business transaction with one of the following parties:
- a. A current or former commissioner, officer, or employee?

No

 - b. A family member of a current or former commissioner, officer, or employee?

No

 - c. An entity of which a current or former commissioner, officer, or employee (or family member thereof) was an officer or direct or indirect owner?

No

If the answer to any of the above is "yes," provide a description of the transaction, including the name of the commissioner, officer, or employee (or family member thereof) of the fire district; the name of the entity and relationship to the individual or family member; the amount paid, and whether the transaction was subject to a competitive bid process.

- 5) Did the fire district provide any of the following to or for a commissioner, officer, or any other employee of the Fire District:
- a. First class or charter travel

No

 - b. Travel for companions

No

 - c. Tax indemnification and gross-up payments

No

 - d. Discretionary spending account

No

 - e. Housing allowance or residence for personal use

No

 - f. Payments for business use of personal residence

No

 - g. Vehicle/auto allowance or vehicle for personal use

No

 - h. Health or social club dues or initiation fees

No

 - i. Personal services (i.e.: maid, chauffeur, chef)

No

If the answer to any of the above is "yes," provide a description of the transaction including the name and position of the individual and the amount expended.

6) Use the "**Vehicle List**" tabs to list of the fire district's vehicles including make, model, and year, and indicate to whom the vehicles are assigned and their positions. If a vehicle is not assigned to a specific individual and is available to all authorized district personnel, indicate "motor pool." Do not attach the list as a separate document.

7) Did the fire district make any payments to current or former commissioners or employees for severance or termination?

No

If "yes", provide an explanation including amount paid.

8) Did the Fire District make any payments to current or former commissioners or employees that were contingent upon the performance of the Fire District or that were considered discretionary bonuses?

No

If "yes," provide an explanation including amount paid.

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Pine Hill Borough FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

9) Does the Fire District contract with another entity (i.e.: volunteer fire company, neighboring municipality, etc.) to provide fire protection or EMS services within the Fire District? Yes

10) If the answer to #9 above is "yes," did the Fire District execute a written agreement with the entity that details the services that the entity will provide and the amount to be paid by the Fire District to the entity for the services provided? Yes
If "yes," attach in FAST a copy of the agreement. If "no," provide a description of the arrangement for services with the entity including the services provided and the basis for the amount paid by the Fire District to the entity. Also explain why the Fire District does not have a formal written agreement with the entity.

11) Does the fire District have a Length of Services Award Program (LOSAP) plan? No
If "yes," indicate:
a) the year it was implemented
b) the total number of volunteer members presently eligible to participate
c) the total number of volunteer members presently vested
d) whether the annual contribution for each vested member is fixed or based on an automatic increase
e) the total LOSAP budgeted for the current year
f) whether the Fire District has required the Plan Contractor to submit its annual financial statement to the Director of the Division of Local Government Services pursuant to N.J.A.C. 5:30-14.49.

12) If the district's Board of Fire Commissioners authorizes its elected commissioners to receive any type of compensation for serving on the Board, did the district submit a copy of the compensation resolution to the municipal governing body for review and approval as required under N.J.S.A. 40A:14-88? Yes
If "yes", provide a certified copy of the resolution, whenever adopted, fixing the level of compensation each commissioner is authorized to receive, and proof that the district submitted the resolution to the municipal clerk for governing body consideration. Only answer "N/A" if elected commissioners are not authorized to receive any compensation for their service on the Board.

13) Did the district make one or more supplemental emergency appropriations after adopting its current budget? No
If "yes", for each supplemental emergency appropriation:
 a) Was a resolution adopted by at least two-thirds (2/3) of the Board of Commissioners' full membership declaring that an emergency exists requiring a supplemental emergency appropriation and setting out the nature of the emergency in full?
 b) Did the district submit the above-referenced resolution to the municipal clerk for municipal governing body consideration?
 c) Did at least two-thirds (2/3) of the municipal governing body's full membership approve the district's emergency appropriation?

Provide (with the introduced budget) a certified copy of the Board's resolution authorizing the supplemental emergency appropriation with a certified copy of the municipal governing body's resolution approving the district's emergency appropriation.

FIRE DISTRICT SCHEDULE OF COMMISSIONERS AND OFFICERS

Pine Hill Borough FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

Complete the attached table for all persons required to be listed per #1-2 below.

- 1) List all of the Fire District's current commissioners and officers and amount of compensation from the Fire District. Enter zero if no compensation was paid.
- 2) List all of the Fire District's former commissioners and officers who received more than \$10,000 in reportable compensation from the Fire District during the most recent fiscal year completed.

Commissioner: A member of the governing body of the Fire District with voting rights. Include alternates for the purposes of this schedule.

Officer: A person elected or appointed to manage the Fire District's daily operations at any time during the year, such as the chairperson, vice-chairperson, secretary, or treasurer. For the purposes of this schedule, treat the Fire District's top management official and top financial officer as officers, if applicable. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.

Compensation: All forms of cash and non-cash payments or benefits provided in exchange for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or transaction such as personal vehicles, meals, housing, personal and family education benefits, below-market loans, payment of personal or family travel, entertainment, and personal use of the Fire District's property. Compensation includes payments and other benefits provided to both employees and independent contractors in exchange for services.

Reportable Compensation: The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the calendar year.

Pine Hill Borough FD No. 1
Camden

Reportable Compensation from Fire District
(W-2/ 1099)

Position		Average Hours per Week Dedicated to Position	Title	Former Officer Commissioner	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Fire District (health benefits, pension, etc.)	Total Compensation from Fire District
Name									
1	Thomas Hassett	5 X	Personnel Director		\$ 2,600.00			\$ 2,600.00	
2	Kevin Waddington	5 X	Chairman/Treasurer		\$ 2,600.00			\$ 2,600.00	
3	James Wakeley	5 X	Secretary		\$ 2,600.00			\$ 2,600.00	
4	Charles Warrington Jr.	5 X	Vice Chairman		\$ 2,600.00			\$ 2,600.00	
5	Michael Hagarty	5 X	Commissioner		\$ 2,600.00			\$ 2,600.00	
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
Total:					\$ 13,000.00	\$ -	\$ -	\$ -	\$ 13,000.00

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed:

Pine Hill Borough FD No. 1
Camden

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	3	26,667.00	80,001.00	2	-	-	80,001.00	0.0%
Parent & Child	-	-	-	-	-	-	-	0.0%
Employee & Spouse (or Partner)	1	26,665.00	26,665.00	1	-	-	26,665.00	0.0%
Family	2	26,667.00	53,334.00	2	-	-	53,334.00	0.0%
Employee Cost Sharing Contribution (enter as negative -)								0.0%
Subtotal	6		160,000.00	5			160,000.00	0.0%
Commissioners - Health Benefits - Annual Cost								
Single Coverage	-	-	-	-	-	-	-	0.0%
Parent & Child	-	-	-	-	-	-	-	0.0%
Employee & Spouse (or Partner)	-	-	-	-	-	-	-	0.0%
Family	-	-	-	-	-	-	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)								0.0%
Subtotal	0		-	0			-	0.0%
Retirees - Health Benefits - Annual Cost								
Single Coverage	-	-	-	-	-	-	-	0.0%
Parent & Child	-	-	-	-	-	-	-	0.0%
Employee & Spouse (or Partner)	-	-	-	-	-	-	-	0.0%
Family	-	-	-	-	-	-	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)								0.0%
Subtotal	0		-	0			-	0.0%
GRAND TOTAL	6		160,000.00	5.00			160,000.00	0.0%

Is medical coverage provided by the SHBP (Yes or No)?	Yes
Is prescription drug coverage provided by the SHBP (Yes or No)?	Yes

Pine Hill Borough FD No. 1
Camden

Complete the below table for the Fire District's accrued liability for compensated absences.

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2021	Dollar Value of		Legal Basis for Benefit		
		Accrued	Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Joseph Hunter	70	\$	12,959.00			
James Gordon Sr.	126	\$	18,865.00	x		x
Salvatore Pizzo	12	\$	1,105.00	x		
John Duvall	6	\$	552.00	x		
Veronica Hitzelberger	5	\$	385.00	x		
James Gordon Jr.	5	\$	385.00	x		
Total liability for accumulated compensated absences at January 1, 2021 (this page only)		\$	<u>34,251.00</u>			

**2022 FIRE DISTRICT BUDGET
FINANCIAL SCHEDULES SECTION**

Instructions:

Input requested information in highlighted boxes only. Information input into yellow boxes will automatically fill throughout the rest of the workbook. Please round to the nearest whole dollar. No pennies.

The Levy Cap worksheets simplify data entry by having the user enter most data on support pages and some from this sheet. By filling in the highlighted cells on this page, each worksheet will reflect the information and automatically calculate the formulas on each individual worksheet.

Name of Fire District:	Pine Hill Borough FD No. 1
County:	Camden
Year:	2022

Levy Cap Calculation Summary	
2021 Adopted Budget - Amount to be Raised by Taxation	\$ 1,234,077.00
Cap Bank Available from 2019 (See Levy Cap Certification)	\$ -
Cap Bank Available from 2020 (See Levy Cap Certification)	\$ 1.00
Cap Bank Available from 2021 (See Levy Cap Certification)	\$ 38,707.00
Cap Bank Used from 2019	\$ -
Cap Bank Used from 2020	\$ 1.00
Cap Bank Used from 2021	\$ 15,266.84
Changes in Service Provider (+/-)	
DLGS Approved Adjustments	
Cancelled or Unexpended Referendum Amount (Enter as a positive number)	
Assessed Valuation of District for adopted budget	\$ 423,203,169.00
New Ratables - Increase in Valuations (New Construction and Additions)	\$ 98,500.00
Adopted Fire District Tax Rate (three decimals) per \$100	\$0.292
Projected Tax Rate based upon Proposed Levy	0.311350296

Budget Summary

Pine Hill Borough FD No. 1 Camden

	<i>2022 Proposed Budget</i>	<i>2021 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
REVENUES AND FUND BALANCE UTILIZED				
Total Fund Balance Utilized	50,000.00	60,000.00	(10,000.00)	-16.7%
Total Miscellaneous Anticipated Revenues	-	-	-	0.0%
Total Sale of Assets	-	-	-	0.0%
Total Interest on Investments & Deposits	-	-	-	0.0%
Total Other Revenue	-	-	-	0.0%
Total Operating Grant Revenue	119,795.00	119,795.00	-	0.0%
Total Revenues Offset with Appropriations	<u>30,000.00</u>	<u>29,000.00</u>	<u>1,000.00</u>	3.4%
Total Revenues and Fund Balance Utilized	199,795.00	208,795.00	(9,000.00)	-4.3%
Amount to be Raised by Taxation to Support Budget	<u>1,317,951.00</u>	<u>1,234,077.00</u>	<u>83,874.00</u>	6.8%
Total Anticipated Revenues	<u>1,517,746.00</u>	<u>1,442,872.00</u>	<u>74,874.00</u>	5.2%
APPROPRIATIONS				
Total Administration	358,544.00	223,532.00	135,012.00	60.4%
Total Cost of Operations & Maintenance	1,003,712.00	1,027,278.00	(23,566.00)	-2.3%
Total Appropriations Offset with Revenue (must equal Revenues Offset with Appropriations)	30,000.00	29,000.00	1,000.00	3.4%
Total Appropriated Duly Incorporated First Aid/Rescue Squad	-	-	-	0.0%
Total Deferred Charges	-	-	-	0.0%
Cash Deficit, Preceding Year (N.J.S.A. 40A:14-78.6)	-	-	-	0.0%
Length of Service Award Program (LOSAP) Contribution	-	-	-	0.0%
Total Capital Appropriations	70,000.00	40,000.00	30,000.00	75.0%
Total Principal Payments on Debt Service	50,501.00	114,208.00	(63,707.00)	-55.8%
Total Interest Payments on Debt	<u>4,989.00</u>	<u>8,854.00</u>	<u>(3,865.00)</u>	-43.7%
Total Appropriations	<u>1,517,746.00</u>	<u>1,442,872.00</u>	<u>74,874.00</u>	5.2%
ANTICIPATED SURPLUS (DEFICIT)	<u>-</u>	<u>-</u>	<u>-</u>	0.0%

Pine Hill Borough FD No. 1
Camden

	2022 Proposed Budget	2021 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<i>Fund Balance Utilized</i>				
Unrestricted Fund Balance	50,000.00	60,000.00	(10,000.00)	-16.7%
Restricted Fund Balance	-	-	-	0.0%
Total Fund Balance Utilized	50,000.00	60,000.00	(10,000.00)	-16.7%
<i>Miscellaneous Anticipated Revenues</i>				
Shared Services (N.J.S.A. 40A:65-1 et seq.)			-	0.0%
Joint Purchasing Agreements (N.J.S.A. 40A:10 & 11)			-	0.0%
Emergency Assistance (N.J.S.A. 40A:14-26)			-	0.0%
Municipal Assistance (N.J.S.A. 40A:14-34)			-	0.0%
Municipal Assistance - Adjoin (N.J.S.A. 40A:14-35)			-	0.0%
Contracts - Volunteer Fire Co (N.J.S.A. 40A:14-68)			-	0.0%
Leases - Local Municipality (N.J.S.A. 40A:14-83)			-	0.0%
Rental Income			-	0.0%
Total Miscellaneous Anticipated Revenues	-	-	-	0.0%
<i>Sale of Assets (List Individually)</i>				
Asset #1			-	0.0%
Asset #2			-	0.0%
Asset #3			-	0.0%
Asset #4			-	0.0%
Total Sale of Assets	-	-	-	0.0%
<i>Interest on Investments & Deposits (List Accounts Separately)</i>				
Investment Account #1			-	0.0%
Investment Account #2			-	0.0%
Investment Account #3			-	0.0%
Investment Account #4			-	0.0%
Total Interest on Investments & Deposits	-	-	-	0.0%
<i>Other Revenue (List in Detail)</i>				
Other Revenue #1			-	0.0%
Other Revenue #2			-	0.0%
Other Revenue #3			-	0.0%
Other Revenue #4			-	0.0%
Total Other Revenue	-	-	-	0.0%
<i>Operating Grant Revenue (List in Detail)</i>				
Supplemental Fire Service Act (P.L.1985,c.295)	3,945.00	3,945.00	-	0.0%
SAFER Grant from FEMA	115,850.00	115,850.00	-	0.0%
Other Grant #2			-	0.0%
Other Grant #3			-	0.0%
Other Grant #4			-	0.0%
Other Grant #5			-	0.0%
Total Operating Grant Revenue	119,795.00	119,795.00	-	0.0%
<i>Revenues Offset with Appropriations</i>				
<u>Uniform Fire Safety Act (P.L.1983,c.383)</u>				
Reserves Utilized			-	0.0%
Annual Registration Fees			-	0.0%
Penalties and Fines			-	0.0%
Other Revenues			-	0.0%
Total Uniform Fire Safety Act	-	-	-	0.0%
<u>Other Revenues Offset with Appropriations (List)</u>				
Fire Prevention Reserves Utilized	12,000.00	11,000.00	1,000.00	9.1%
Annual Registration Fees	6,000.00	6,000.00	-	0.0%
Fire Prevention Other Revenues	12,000.00	12,000.00	-	0.0%
Other Offset Revenues #4			-	0.0%
Total Other Revenues Offset with Appropriations	30,000.00	29,000.00	1,000.00	3.4%
Total Revenues Offset with Appropriations	30,000.00	29,000.00	1,000.00	3.4%
TOTAL REVENUES AND FUND BALANCE UTILIZED	199,795.00	208,795.00	(9,000.00)	-4.3%

Pine Hill Borough FD No. 1
Camden

	2022 Proposed Budget	2021 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<i>Administration - Personnel</i>				
Salary & Wages (excluding Commissioners)	148,547.00	90,732.00	57,815.00	63.7%
Commissioners	13,000.00	13,000.00	-	0.0%
Fringe Benefits	74,197.00	13,600.00	60,597.00	445.6%
Total Administration - Personnel	<u>235,744.00</u>	<u>117,332.00</u>	<u>118,412.00</u>	100.9%
<i>Administration - Other (List)</i>				
Other Administration Expense #1	122,800.00	106,200.00	16,600.00	15.6%
Other Administration Expense #2			-	0.0%
Other Administration Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1			-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Administration - Other	<u>122,800.00</u>	<u>106,200.00</u>	<u>16,600.00</u>	15.6%
Total Administration	<u>358,544.00</u>	<u>223,532.00</u>	<u>135,012.00</u>	60.4%
<i>Cost of Operations & Maintenance - Personnel</i>				
Salary & Wages	335,827.00	354,712.00	(18,885.00)	-5.3%
Fringe Benefits	192,326.00	236,247.00	(43,921.00)	-18.6%
Total Operations & Maintenance - Personnel	<u>528,153.00</u>	<u>590,959.00</u>	<u>(62,806.00)</u>	-10.6%
<i>Cost of Operations & Maintenance - Other (List)</i>				
Other Operations & Maintenance Expense #1	475,559.00	436,319.00	39,240.00	9.0%
Other Operations & Maintenance Expense #2			-	0.0%
Other Operations & Maintenance Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1			-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Operations & Maintenance - Other	<u>475,559.00</u>	<u>436,319.00</u>	<u>39,240.00</u>	9.0%
Total Operations & Maintenance	<u>1,003,712.00</u>	<u>1,027,278.00</u>	<u>(23,566.00)</u>	-2.3%
<i>Appropriations Offset with Revenue - Personnel</i>				
Salary & Wages	16,000.00	15,000.00	1,000.00	6.7%
Fringe Benefits	-		-	0.0%
Total Appropriations Offset with Revenue - Personnel	<u>16,000.00</u>	<u>15,000.00</u>	<u>1,000.00</u>	6.7%
<i>Appropriations Offset with Revenue - Other (List)</i>				
Fire Prevention	1,500.00	1,500.00	-	0.0%
Other Fire Prevention Related Expenses	12,500.00	12,500.00	-	0.0%
Other Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1			-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Appropriations Offset with Revenue - Other	<u>14,000.00</u>	<u>14,000.00</u>	<u>-</u>	0.0%
Total Appropriations Offset with Revenue	<u>30,000.00</u>	<u>29,000.00</u>	<u>1,000.00</u>	3.4%
<i>Duly Incorporated First Aid/Rescue Squad Associations</i>				
Vehicles			-	0.0%
Equipment			-	0.0%
Materials & Supplies			-	0.0%
Total Duly Incorporated First Aid/Rescue Squad Associations	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
<i>Emergency Appropriations & Deferred Charges (List)</i>				
Emergency Appropriation #1			-	0.0%
Emergency Appropriation #2			-	0.0%
Emergency Appropriation #3			-	0.0%
Deferred Charge #1 (cite statute)			-	0.0%
Deferred Charge #2 (cite statute)			-	0.0%
Declared State of Emergency (N.J.S.A. 40A:4-45.45 10b)			-	0.0%
Total Deferred Charges	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
Cash Deficit, Preceding Year (N.J.S.A. 40A:14-78.6)			-	0.0%
Length of Service Award Program (LOSAP) Contribution (N.J.S.A. 40A:14-78.6)			-	0.0%
Total Capital Appropriations	70,000.00	40,000.00	30,000.00	75.0%
Total Principal Payments on Debt Service	50,501.00	114,208.00	(63,707.00)	-55.8%
Total Interest Payments on Debt	4,989.00	8,854.00	(3,865.00)	-43.7%
TOTAL APPROPRIATIONS	<u>1,517,746.00</u>	<u>1,442,872.00</u>	<u>74,874.00</u>	5.2%

FIRE DISTRICT PROPOSED APPROPRIATIONS

APPROPRIATION DETAIL PAGE

Pine Hill Borough FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

Use the space below to provide further detail of any Appropriations listed on "F-3 Appropriations (Proposed)"

<i>Line Item:</i>	<i>Proposed 2022 Amount</i>	<i>Adopted 2021 Amount</i>	<i>\$ Change Proposed vs. Adopted</i>	<i>% Change Proposed vs. Adopted</i>
Administration - Other Expenses			-	0.0%
Election	1,200.00	1,200.00	-	0.0%
Office Expenses	4,500.00	4,500.00	-	0.0%
Professional Services - Audit	20,000.00	20,000.00	-	0.0%
Professional Services - Labor Att.	7,500.00	7,500.00	-	0.0%
Professional Services - Solicitor	5,400.00	5,000.00	400.00	8.0%
Professional Services - Physical Ex.	4,500.00	4,500.00	-	0.0%
Training & Education (Contractual)	8,200.00	1,000.00	7,200.00	720.0%
Banquet	-	3,500.00	(3,500.00)	-100.0%
Computer Maintenance/Support	26,000.00	24,000.00	2,000.00	8.3%
Utilities/Phones	4,500.00	4,500.00	-	0.0%
Payroll Administration Costs	5,000.00	4,500.00	500.00	11.1%
Miscellaneous Expenses	1,000.00	1,000.00	-	0.0%
Professional Services - EMS	10,000.00		10,000.00	100.0%
			-	0.0%
Non Bondable Assets	25,000.00	25,000.00	-	0.0%
			-	0.0%
Totals	122,800.00	106,200.00	16,600.00	15.6%
			-	0.0%
			-	0.0%
			-	0.0%
Fire Prevention - Other Expenses			-	0.0%
Office Expense and Supplies	300.00	300.00	-	0.0%
Uniforms and Personal Equipment	150.00	150.00	-	0.0%
Utilities/Phones	1,200.00	1,200.00	-	0.0%
Fire Prevention Software	1,500.00	1,500.00	-	0.0%
Publications	-	-	-	0.0%
Equipment	2,600.00	2,600.00	-	0.0%
Vehicle Transportation & Maintenance	6,750.00	6,750.00	-	0.0%
Fire Prevention	1,500.00	1,500.00	-	0.0%
			-	0.0%
Totals	14,000.00	14,000.00	-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%

FIRE DISTRICT PROPOSED APPROPRIATIONS

APPROPRIATION DETAIL PAGE

Pine Hill Borough FD No. 1

FISCAL YEAR: January 1, 2022 to December 31, 2022

Use the space below to provide further detail of any Appropriations listed on "F-3 Appropriations (Proposed)"

Line Item:	Proposed 2022 Amount	Adopted 2021 Amount	\$ Change Proposed vs. Adopted	% Change Proposed vs. Adopted
Operations - Other Expenses			-	0.0%
Advertising	1,700.00	1,700.00	-	0.0%
Insurance	110,000.00	110,000.00	-	0.0%
Maintenance & Repairs - Fire	52,500.00	52,500.00	-	0.0%
Maintenance & Repairs - Ambulance	5,000.00	5,000.00	-	0.0%
Professional Services	3,000.00	3,000.00	-	0.0%
Rental Payments	98,000.00	98,000.00	-	0.0%
Supplies Expense - Fire	21,000.00	21,000.00	-	0.0%
Supplies Expense - Ambulance	2,500.00	2,500.00	-	0.0%
Training & Education - Classes	7,000.00	7,000.00	-	0.0%
Training & Education - Practical	10,000.00	10,000.00	-	0.0%
Uniforms - Fire	16,500.00	16,500.00	-	0.0%
Uniforms - Ambulance	250.00	250.00	-	0.0%
Licenses & Permits	200.00	200.00	-	0.0%
Smoke Detector Promo Program	3,000.00	3,000.00	-	0.0%
Meetings Expense	1,000.00	1,000.00	-	0.0%
Duty Crew Meals - Volunteers	9,100.00	9,100.00	-	0.0%
Stipends - Weekend Duty Crew	31,824.00	31,824.00	-	0.0%
Stipends - Run Calls	6,000.00	6,000.00	-	0.0%
Stipends - Fill-In Firefighters	11,000.00	11,000.00	-	0.0%
Copier Lease	1,800.00	1,800.00	-	0.0%
Utilities/Phones	4,500.00	4,500.00	-	0.0%
Operations Software	6,000.00	5,200.00	800.00	15.4%
Miscellaneous Expenses	1,000.00	1,000.00	-	0.0%
Supplemental Fire Services	3,945.00	3,945.00	-	0.0%
Apparatus & Equipment	14,800.00	14,800.00	-	0.0%
Personal Protective Equipment	15,000.00	14,000.00	1,000.00	7.1%
Matching Funds - Grants	-	-	-	0.0%
Generator Maintenance & Repairs	1,500.00	1,500.00	-	0.0%
Overnight Duty Crew Program	37,440.00		37,440.00	100.0%
			-	0.0%
Totals	475,559.00	436,319.00	39,240.00	9.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%

Administrative Positions Excluding Commissioners (List Individually)	Number of Staff	2022 Proposed Budget Salary & Wages				2022 Proposed Budget Fringe Benefits			
		Annual Wages	PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	2022 Proposed Budget Fringe Benefits		
Fire Administrator	1.00	\$ 111,264.00	\$	\$ 29,985.00	\$ 26,667.00	\$ 9,291.00	\$ 65,943.00		
Business Administrator	1.00	\$ 34,283.00	\$	\$	\$	\$ 8,254.00	\$ 8,254.00		
Assistance Clerk	1.00	\$ 3,000.00	\$	\$	\$	\$	\$		
Position #4		\$	\$	\$	\$	\$	\$		
Position #5		\$	\$	\$	\$	\$	\$		
Position #6		\$	\$	\$	\$	\$	\$		
Position #7		\$	\$	\$	\$	\$	\$		
Position #8		\$	\$	\$	\$	\$	\$		
Total Administration	3.00	\$ 148,547.00	\$ -	\$ 29,985.00	\$ 26,667.00	\$ 17,545.00	\$ 74,197.00		

Operation & Maintenance Positions (List Individually)	Number of Staff	2022 Proposed Budget Salary & Wages				2022 Proposed Budget Fringe Benefits			
		Annual Wages	PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	2022 Proposed Budget Fringe Benefits		
Firefighter Step 15 (PERS)	1.00	\$ 79,407.00	\$ 11,315.00	\$	\$ 26,665.00	\$ 6,631.00	\$ 44,611.00		
Firefighter Step 4 (PERS)	1.00	\$ 48,397.50	\$ 6,897.00	\$	\$ 26,667.00	\$ 4,041.00	\$ 37,605.00		
Firefighter Step 4 (PFRS)	1.00	\$ 48,397.50	\$	\$ 13,042.00	\$ 26,667.00	\$ 4,041.00	\$ 43,750.00		
Firefighter Step 2 (PFRS)	1.00	\$ 41,092.50	\$	\$	\$ 26,667.00	\$ 3,431.00	\$ 30,098.00		
Firefighter Step 2 (PFRS)	1.00	\$ 41,092.50	\$	\$	\$	\$ 3,431.00	\$ 3,431.00		
Firefighter Step 1 (PFRS)	1.00	\$ 37,440.00	\$	\$	\$ 26,667.00	\$ 3,126.00	\$ 29,793.00		
Overtime	1.00	\$ 40,000.00	\$	\$	\$	\$ 3,038.00	\$ 3,038.00		
Position #8		\$	\$	\$	\$	\$	\$		
Position #9		\$	\$	\$	\$	\$	\$		
Position #10		\$	\$	\$	\$	\$	\$		
Position #11		\$	\$	\$	\$	\$	\$		
Position #12		\$	\$	\$	\$	\$	\$		
Position #13		\$	\$	\$	\$	\$	\$		
Position #14		\$	\$	\$	\$	\$	\$		
Total Operation & Maintenance	7.00	\$ 335,827.00	\$ 18,212.00	\$ 13,042.00	\$ 133,333.00	\$ 27,739.00	\$ 192,326.00		

Salary Offset by Revenue Positions (List Individually)	Number of Staff	2022 Proposed Budget Salary & Wages				2022 Proposed Budget Fringe Benefits			
		Annual Wages	PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	2022 Proposed Budget Fringe Benefits		
Fire Marshal	1.00	\$ 11,000.00	\$	\$	\$	\$	\$		
Fire Inspector	1.00	\$ 5,000.00	\$	\$	\$	\$	\$		
Position #3		\$	\$	\$	\$	\$	\$		
Position #4		\$	\$	\$	\$	\$	\$		
Position #5		\$	\$	\$	\$	\$	\$		
Position #6		\$	\$	\$	\$	\$	\$		
Position #7		\$	\$	\$	\$	\$	\$		
Position #8		\$	\$	\$	\$	\$	\$		
Total Offset by Revenue	2.00	\$ 16,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Administration, Operations & Offset by Revenue	12.00	\$ 500,374.00	\$ 18,212.00	\$ 43,027.00	\$ 160,000.00	\$ 45,284.00	\$ 266,523.00		

Pine Hill Borough FD No. 1
Camden

CAPITAL IMPROVEMENTS (N.J.S.A. 40A:14-84)

List Project Separately	Asset Type	Time of General Election February or November	Date of Approval	Affirmative Vote Percentage	2022 Proposed	2021 Adopted
					Budget	Budget
Future Outlay to Purchase New Truck/Equipment					\$ -	\$ -
Capital Improvement #2						
Capital Improvement #3						
Capital Improvement #4						
Capital Improvement #5						
Capital Improvement #6						
Capital Improvement #7						
Total Capital Improvements					\$ -	\$ -

DOWN PAYMENTS/CAPITAL FINANCED IMPROVEMENTS (N.J.S.A. 40A:14-85)

List Project Separately	Asset Type	Date of Local Finance Board Approval	Date of Voter Approval	Affirmative Vote Percentage	2022 Proposed	2021 Adopted
					Budget	Budget
Capital Improvement #1					\$ -	\$ -
Capital Improvement #2					\$ -	\$ -
Capital Improvement #3					\$ 70,000.00	\$ 40,000.00
Capital Improvement #4					\$ 70,000.00	\$ 40,000.00
Capital Improvement #5						
Capital Improvement #6						
Capital Improvement #7						
Total Down Payments					\$ -	\$ -
Total Capital Improvements & Down Payments					\$ 70,000.00	\$ 40,000.00
RESERVE FOR FUTURE CAPITAL OUTLAYS						
TOTAL CAPITAL APPROPRIATIONS					\$ 70,000.00	\$ 40,000.00

Capital Appropriations Offset with Restricted Fund						
Capital Appropriations Offset with Grants						
Capital Appropriations Offset with Unrestricted Fund						

Pine Hill Borough FD No. 1
Camden

	Date of Voter Approval	% of Voter Approval	Date of Local Finance Board Approval	Date of Local Finance Board Approval							Total Principal Outstanding	
				2021	2022	2023	2024	2025	2026	2027		Thereafter
General Obligation Bonds												
General Obligation Bond #1												
General Obligation Bond #2												
General Obligation Bond #3												
General Obligation Bond #4												
Total Principal - General Obligation Bonds				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Anticipation Notes												
BAN #1												
BAN #2												
BAN #3												
BAN #4												
Total Principal - BANS												
Capital Leases												
Engine Pumper Truck	02/25/11	80%	11/06/11	48,940.00	50,501.00	52,112.00	53,774.00					156,387.00
Squad Rescue Pumper Truck	02/20/14	53%	08/13/14	65,268.00								
Capital Lease #3												
Capital Lease #4												
Total Principal - Capital Leases				114,208.00	50,501.00	52,112.00	53,774.00					156,387.00
Intergovernmental Loans												
Intergovernmental #1												
Intergovernmental #2												
Intergovernmental #3												
Intergovernmental #4												
Total Principal - Intergovernmental Loans												
Other Bonds or Notes Payable												
Other Bonds or Notes #1												
Other Bonds or Notes #2												
Other Bonds or Notes #3												
Other Bonds or Notes #4												
Total Principal - Other Bonds or Notes												
TOTAL PRINCIPAL ALL OBLIGATIONS				114,208.00	50,501.00	52,112.00	53,774.00					156,387.00

Enter each debt issuance separately according to type of debt obligation above. Enter the principal due for each year indicated and thereafter until maturity.

Capital Appropriations Offset with Restricted Fund
 Capital Appropriations Offset with Grants
 Capital Appropriations Offset with Unrestricted Fund

Pine Hill Borough FD No. 1
Camden

	Current Year 2021	2022	2023	2024	2025	2026	2027	Thereafter	Total Interest Payments Outstanding
<i>General Obligation Bonds</i>									
General Obligation Bond #1									
General Obligation Bond #2									
General Obligation Bond #3									
General Obligation Bond #4									
Total Interest - General Obligation Bonds									
<i>Bond Anticipation Notes</i>									
BAN #1									
BAN #2									
BAN #3									
BAN #4									
Total Interest Payments - BANS									
<i>Capital Leases</i>									
Engine Pumper Truck	6,550.00	4,989.00	3,378.00	1,715.00					10,082.00
Squad Rescue Pumper Truck	2,304.00								
Capital Lease #3									
Capital Lease #4									
Total Interest Payments - Capital Leases	8,854.00	4,989.00	3,378.00	1,715.00					10,082.00
<i>Intergovernmental Loans</i>									
Intergovernmental #1									
Intergovernmental #2									
Intergovernmental #3									
Intergovernmental #4									
Total Interest Payments - Intergovernmental									
<i>Other Bonds or Notes Payable</i>									
Other Bonds or Notes #1									
Other Bonds or Notes #2									
Other Bonds or Notes #3									
Other Bonds or Notes #4									
Total Interest Payments - Other Bonds or Notes	8,854.00	4,989.00	3,378.00	1,715.00					10,082.00
TOTAL INTEREST ALL OBLIGATIONS									

Enter each debt issuance separately according to type of debt obligation on the "Debt Service - Principal" tab. The debt issuance description will carry to this schedule from data entered on that worksheet.
Enter the interest payment due for each year indicated and thereafter until maturity.

Capital Appropriations Offset with Restricted Fund
Capital Appropriations Offset with Grants
Capital Appropriations Offset with Unrestricted Fund

**Pine Hill Borough FD No. 1
Camden**

UNRESTRICTED FUND BALANCE

Beginning balance January 1, 2021 (1)	\$	999,831.60
Plus: Accrued Unfunded Pension Liability (1)		
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)		
Less: Utilized in 2021 Adopted Budget	\$	60,000.00
Proposed balance available	\$	939,831.60
Estimated results of operations for the year ending December 31, 2021	\$	85,000.00
Anticipated balance December 31, 2021	\$	1,024,831.60
Less: Fund Balance utilized in 2022 Proposed Budget	\$	50,000.00
Proposed balance after utilization in 2022 Proposed Budget	\$	974,831.60

RESTRICTED FUND BALANCE

Beginning balance January 1, 2021 (1)	\$	190,000.00
Less: Utilized in 2021 Adopted Budget	\$	-
Proposed balance available	\$	190,000.00
Estimated results of operations for the year ending December 31, 2021	\$	40,000.00
Anticipated balance December 31, 2021	\$	230,000.00
Less: Restricted Fund Balance used in 2022 Proposed Budget for Capital Purposes	\$	-
Less: Restricted Fund Balance released via Referendum Resolution	\$	-
Proposed balance after utilization in 2022 Proposed Budget	\$	230,000.00

(1) This line item must agree to audited financial statements.

**Pine Hill Borough FD No. 1
Camden**

Summary of Referendum Line Items	<i>2022 Proposed Budget Amount Requested</i>	<i>2021 Final Budget</i>
Total Referendum Line Items	\$ -	\$ -

Tax Levy Requested minus Maximum Allowable Levy \$ -
 As this page is adjusted this amount changes, should = \$0
 (For Reference Purposes Only - from Levy Cap Summary based on
 Information provided by the district- see instructions.)

Summary of Release of Restricted Fund Balance Referendum Line Items	<i>2022 Proposed Budget Amount Requested</i>	<i>2021 Final Budget</i>
Total Release of Restricted Fund Balance	\$ -	\$ -

**Pine Hill Borough FD No. 1
Camden**

LEVY CAP CALCULATION

Prior Year Amount to be Raised by Taxation for Fire District Purposes	1,234,077.00
Changes in Service Provider (+/-)	-
DLGS Approved Adjustments	-
Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation	1,234,077.00
Plus: 2% Cap Increase	24,681.54
ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS	1,258,758.54

Exclusions

Shared Service Exclusion	-
Change in Total Debt Service Appropriation	-
Allowable Pension Increases	9,137.00
Allowable Increase in Health Care Costs	4,500.00
Changes in LOSAP Contributions (+/-)	-
Extraordinary Costs due to a "Declared" Emergency	-
Net Capital Improvement Fund and/or Down Payment on Improvements	30,000.00
Total Exclusions	43,637.00

Less: Cancelled or Unexpended Referendum Amounts	-
Increase in Ratable Valuation (New Construction/Additions)	98,500.00
Prior Year Local Fire District Tax Rate (3 decimals/\$100)	\$0.292
	287.62

ADJUSTED TAX LEVY	1,302,683.16
Amount Utilized from Levy Cap Bank from 2019	-
Amount Utilized from Levy Cap Bank from 2020	1.00
Amount Utilized from Levy Cap Bank from 2021	15,266.84
Maximum Tax Levy Before Referendum	1,317,951.00
Amount Proposed for Levy Cap Referendum	-
MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION	1,317,951.00

CAP BANK CALCULATION

Amount to be Raised by Taxation	1,317,951.00
Cap Bank Available from Prior Year (2019) for 2022 Budget	-
Cap Bank Available from Prior Year (2020) for 2022 Budget	1.00
Revised Cap Bank from Prior Year (2021) Available for 2022 Budget	-
Cap Bank Available from Prior Year (2021) for 2022 Budget	38,707.00
Revised Cap Bank from Prior Year (2021) Available for 2023 Budget	23,440.16
Cap Bank from Current Year (2022) Available for 2023 Budget	(15,267.84)
Cap Bank Available from (2022) for 2023 Budget	0.00

**Pine Hill Borough FD No. 1
Camden**

PENSION CONTRIBUTION CALCULATION

2022 Proposed Budget PERS Contribution Appropriated	\$ 18,212.00
2022 Proposed Budget PFRS Contribution Appropriated	\$ 43,027.00
Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs	\$ -
Net 2022 Base Amount	<u>\$ 61,239.00</u>
2021 Adopted Budget PERS Contribution	\$ 16,544.00
2021 Adopted Budget PFRS Contribution	\$ 35,558.00
Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs	\$ -
Net 2021 Base Amount	<u>\$ 52,102.00</u>
Pension Contribution Exclusion	<u><u>\$ 9,137.00</u></u>

LOSAP CALCULATION

2022 Proposed Budget LOSAP Appropriation	\$ -
2021 Adopted Budget LOSAP Appropriation	\$ -
LOSAP Exclusion (+/-)	<u><u>\$ -</u></u>

DEBT SERVICE CALCULATION

2022 Proposed Budget Total Debt Service Appropriation	\$ 55,490.00
2022 Proposed Budget Debt Service Appropriation Offset from Restricted Fund	\$ -
2022 Proposed Budget Debt Service Appropriation Offset from Grant Revenue	\$ -
2022 Proposed Budget Debt Service Appropriation Offset from Unrestricted Fund	\$ -
2022 Base Amount	<u>\$ 55,490.00</u>
2021 Adopted Budget Total Debt Service Appropriation	\$ 123,062.00
2021 Adopted Budget Debt Service Appropriation Offset from Restricted Fund	\$ -
2021 Adopted Budget Debt Service Appropriation Offset from Grant Fund	\$ -
2021 Adopted Budget Debt Service Appropriation Offset from Unrestricted Fund	\$ -
2021 Base Amount	<u>\$ 123,062.00</u>
Debt Service Exclusion	<u><u>\$ -</u></u>

CAPITAL APPROPRIATION CALCULATION

2022 Proposed Budget Total Capital Appropriation	\$ 70,000.00
2022 Proposed Budget Capital Appropriation Offset from Restricted Fund	\$ -
2022 Proposed Budget Capital Appropriation Offset from Grant Revenue	\$ -
2022 Proposed Budget Capital Appropriation Offset from Unrestricted Fund	\$ -
2022 Base Amount	<u>\$ 70,000.00</u>
2021 Adopted Budget Total Capital Appropriation	\$ 40,000.00
2021 Adopted Budget Capital Appropriation Offset from Restricted Fund	\$ -
2021 Adopted Budget Capital Appropriation Offset from Grant Revenue	\$ -
2021 Adopted Budget Capital Appropriation Offset from Unrestricted Fund	\$ -
2021 Base Amount	<u>\$ 40,000.00</u>
Capital Expenditure Exclusion	<u><u>\$ 30,000.00</u></u>

HEALTH INSURANCE EXCLUSION CALCULATION

SFY 2022	5.0%
2022 Proposed Budget Administration Health Insurance Appropriation	\$ 26,667.00
2022 Proposed Budget Operations & Maintenance Health Insurance Appropriation	\$ 133,333.00
2022 Proposed Budget Group Health Insurance	<u>\$ 160,000.00</u>
2021 Adopted Budget Administration Health Insurance Appropriation	150,000
2021 Adopted Budget Operations & Maintenance Health Insurance Appropriation	<u>\$ 150,000.00</u>
2021 Adopted Budget Group Health Insurance	<u>\$ 150,000.00</u>
Net Increase (Decrease)	<u>\$ 10,000.00</u>
Net Increase Divided by 2021 Amount Budgeted = % Increase	6.67%
SFY 2022 State Health Average 0% Less 2% = % Increase Added to Current Levy	3.00%
% Increase less % Increase Exclusion = % Increase Inside Cap	3.67%
% Increase Inside Cap * 2021 Expended = Added Amount Inside Cap	\$ 5,500.00
% Increase Exclusion * 2021 Expended = 2022 Appropriation Added to Levy	\$ 4,500.00
Amount Above the Levy Exclusion (Actual Increase - State Health Benefit Average)	<u>\$ 2,500.00</u>
2022 Increase in Appropriation	<u><u>\$ 10,000.00</u></u>

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1
 BOROUGH OF PINE HILL
 AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS
 #21-22

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

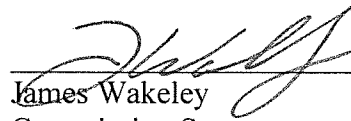
WHEREAS, said New Jersey Statute requires that payment of claims by the fire district shall be by check on the fire district and signed by three commissioners as designated by resolution; and

WHEREAS, the Commissioners shall, by resolution passed by not less than the majority of the full membership, further designated 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: December 2, 2021

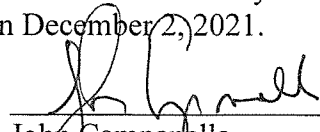


 James Wakeley
 Commission Secretary

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 December 2, 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
21-00382	11/10/21	PHFD1	PINE HILL FIRE DEPT.	LEASE PAYMENT	Open	8,166.63	0.00
21-00383	11/10/21	STATE005	State of NJ Health Benefits	MEDICAL COVERAGE	Open	9,776.26	0.00
21-00385	11/16/21	COMCA005	COMCAST	Monthly Invoice dated 11/10/21	Open	381.25	0.00
21-00386	11/16/21	FIRST005	First Security Finance	Annual Loan Payment - Squad	Open	67,572.94	0.00
21-00387	11/16/21	COU01	Courier Post	JOB OPPORTUNITY POSTING	Open	1,875.00	0.00
21-00388	11/16/21	TG001	TOWNSHIP OF GLOUCESTER	FUEL BILL FOR OCTOBER 2021	Open	1,177.99	0.00
21-00389	11/16/21	BUD01	BUD'S ENGINE MACHINING & TRUCK	ANNUAL PUMP TEST - SQUAD	Open	411.00	0.00
21-00390	11/16/21	BUD01	BUD'S ENGINE MACHINING & TRUCK	ANNUAL PUMP TEST - ENGINE	Open	320.00	0.00
21-00391	11/16/21	BUD01	BUD'S ENGINE MACHINING & TRUCK	ANNUAL PUMP TEST - LADDER	Open	320.00	0.00
21-00392	11/17/21	CCC01	CAMDEN COUNTY COLLEGE	Fire Service Instructor Class	Open	375.00	0.00
21-00393	11/17/21	CCC01	CAMDEN COUNTY COLLEGE	NJ ST Drill Ground Instructor	Open	90.00	0.00
21-00394	11/17/21	CCC01	CAMDEN COUNTY COLLEGE	NJ ST Drill Ground Instructor	Open	90.00	0.00
21-00395	11/17/21	CCC01	CAMDEN COUNTY COLLEGE	Fire Service Instruction	Open	125.00	0.00
21-00396	11/17/21	CASH1	PETTY CASH	Duty Crew Meals for October	Open	665.00	0.00
21-00397	11/17/21	AIRGA005	AIRGAS USA, LLC	Oxygen Tank Rental	Open	13.20	0.00
21-00398	11/17/21	DIVAL005	DIVAL SAFETY EQUIPMENT, INC	Singel Gas Oxygen Monitor	Open	320.00	0.00
21-00399	11/17/21	AMAZO005	AMAZON CAPITAL SERVICES, INC.	Fire Officer Textbook	Open	79.43	0.00
21-00400	11/17/21	BTM001	BOUND TREE MEDICAL,LLC	NITRILE GLOVES	Open	439.90	0.00
21-00401	11/29/21	COU01	Courier Post	Budget Meeting Notice	Open	43.20	0.00
21-00402	11/29/21	BPH02	BOROUGH OF PINE HILL	Refund for overpayment	Open	38,706.07	0.00
21-00403	11/29/21	IMC01	INTERSTATE MOBILE CARE	Physicals	Open	615.00	0.00
21-00404	11/29/21	RCGFA01	Rowan College of South Jersey	Incident Command - C. Torres	Open	50.00	0.00
21-00405	11/29/21	JHART005	J. HARTE ASSOCIATES LLC	MANAGED SERVICES	Open	1,311.69	0.00
21-00406	11/29/21	KYOCE005	KYOCERA DOCUMENT SOL. AMERICA	Monthly Invoice	Open	134.84	0.00
21-00407	11/29/21	BOA00001	Bank of America	P-Card Charges for November	Open	717.00	0.00
21-00408	11/29/21	CASH1	PETTY CASH	Replenish Chief's Petty Cash	Open	100.11	0.00
21-00409	11/29/21	ECORE005	ESO SOLUTIONS, INC.	Monthly Invoice	Open	409.00	0.00
21-00410	11/30/21	PIROL005	Pirolli Printing Co., Inc.	Promotional Advertisement	Open	2,880.00	0.00
21-00411	11/30/21	PHG01	PINE HILL AUTO REPAIR	Repairs to DC's vehicle	Open	3,088.00	0.00
21-00412	11/30/21	JIMMI005	Jimmys Scoops & More	Recruitment Event	Open	150.00	0.00
21-00413	12/01/21	EMSCO005	EMS CONSULTING SERVICES	MEDICAL OVERSIGHT PROGRAM	Open	1,100.00	0.00

Total Purchase Orders: 32 Total P.O. Line Items: 0 Total List Amount: 141,878.51 Total Void Amount: 0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
GENERAL	1-GN	103,172.44	0.00	103,172.44	38,706.07	0.00	141,878.51
Total of All Funds:		<u>103,172.44</u>	<u>0.00</u>	<u>103,172.44</u>	<u>38,706.07</u>	<u>0.00</u>	<u>141,878.51</u>

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 11665 to 11696
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
11665	12/02/21	AIRGA005 AIRGAS USA, LLC	13.20		1107
11666	12/02/21	AMAZO005 AMAZON CAPITAL SERVICES, INC.	79.43		1107
11667	12/02/21	BOA00001 Bank of America	717.00		1107
11668	12/02/21	BPH02 BOROUGH OF PINE HILL	38,706.07		1107
11669	12/02/21	BTM001 BOUND TREE MEDICAL,LLC	439.90		1107
11670	12/02/21	BUD01 BUD'S ENGINE MACHINING & TRUCK	411.00		1107
11671	12/02/21	BUD01 BUD'S ENGINE MACHINING & TRUCK	320.00		1107
11672	12/02/21	BUD01 BUD'S ENGINE MACHINING & TRUCK	320.00		1107
11673	12/02/21	CASH1 PETTY CASH	665.00		1107
11674	12/02/21	CASH1 PETTY CASH	100.11		1107
11675	12/02/21	CCC01 CAMDEN COUNTY COLLEGE	375.00		1107
11676	12/02/21	CCC01 CAMDEN COUNTY COLLEGE	90.00		1107
11677	12/02/21	CCC01 CAMDEN COUNTY COLLEGE	90.00		1107
11678	12/02/21	CCC01 CAMDEN COUNTY COLLEGE	125.00		1107
11679	12/02/21	COMCA005 COMCAST	381.25		1107
11680	12/02/21	COU01 Courier Post	1,875.00		1107
11681	12/02/21	COU01 Courier Post	43.20		1107
11682	12/02/21	DC001 DAVID F. CARLAMERE	375.00		1107
11683	12/02/21	DIVAL005 DIVAL SAFETY EQUIPMENT, INC	320.00		1107
11684	12/02/21	ECORE005 ESO SOLUTIONS, INC.	409.00		1107
11685	12/02/21	EMSCO005 EMS CONSULTING SERVICES	1,100.00		1107
11686	12/02/21	FIRST005 First Security Finance	67,572.94		1107
11687	12/02/21	IMC01 INTERSTATE MOBILE CARE	615.00		1107
11688	12/02/21	JHART005 J. HARTE ASSOCIATES LLC	1,311.69		1107
11689	12/02/21	JIMMI005 Jimmies Scoops & More	150.00		1107
11690	12/02/21	KYOCE005 KYOCERA DOCUMENT SOL. AMERICA	134.84		1107
11691	12/02/21	PHFD1 PINE HILL FIRE DEPT.	8,166.63		1107
11692	12/02/21	PHG01 PINE HILL AUTO REPAIR	3,088.00		1107
11693	12/02/21	PIROL005 Pirolli Printing Co., Inc.	2,880.00		1107
11694	12/02/21	RCGCFA01 Rowan College of South Jersey	50.00		1107
11695	12/02/21	STATE005 State of NJ Health Benefits	9,776.26		1107
11696	12/02/21	TG001 TOWNSHIP OF GLOUCESTER	1,177.99		1107

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	32	0	141,878.51	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	32	0	141,878.51	0.00

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
GENERAL	1-GN	103,172.44	38,706.07	0.00	141,878.51
	Total of All Funds:	<u>103,172.44</u>	<u>38,706.07</u>	<u>0.00</u>	<u>141,878.51</u>

Range of Accounts: 1-First to 1-Last
 Range of Dates: 11/01/21 to 11/30/21
 Range of Reason Codes: ALL
 Add: N Changes: N Transfers In: N
 Transfers Out: N Expenditures: Y Refunds: N
 Reimbursements: N Encumbrances: N Cancels: N
 Include Non-Budgeted: Y Check Payments: N
 YTD 1099: N PO Encumbrances: N Contract Encm: N

Account No	Account Description	Vendor/Source	Amount	User	Item #
1-GN- -001-101	Firematics Administrator				
11/12/21 Expd	CHIEF - Pay Date 11/12/21		2,081.60	JC	B 511 1
11/26/21 Expd	CHIEF - Pay Date 11/26/21		2,081.60	JC	B 513 1
Total Expenditures:			4,163.20		
1-GN- -001-102	District Business Administrator				
11/12/21 Expd	ADMINISTRATORS - Pay Date 11/12/21		1,205.12	JC	B 511 2
11/26/21 Expd	ADMINISTRATORS - Pay Date 11/26/21		1,110.86	JC	B 513 2
Total Expenditures:			2,315.98		
1-GN- -001-105	Fire Commissioners				
11/26/21 Expd	COMMISSIONERS - Pay Date 11/26/21		1,083.35	JC	B 513 4
Total Expenditures:			1,083.35		
1-GN- -001-210	Payroll Administrative Costs				
11/12/21 Expd	PAYCHEX FEE - Pay Date 11/12/21		178.83	JC	B 511 13
11/12/21 Expd	Bank Fee for November		16.95	JC	B 511 14
11/26/21 Expd	PAYCHEX FEE - Pay Date 11/26/21		146.28	JC	B 513 13
Total Expenditures:			342.06		
1-GN- -001-301	Federal Payroll Taxes - Administrative				
11/12/21 Expd	FICA ADMIN - Pay Date 11/12/21		251.43	JC	B 511 15
11/26/21 Expd	FICA ADMIN - Pay Date 11/26/21		422.73	JC	B 513 15
Total Expenditures:			674.16		
1-GN- -001-303	State Payroll Taxes - Administrative				
11/12/21 Expd	STATE WAGE TAX ADMIN - Pay Date 11/12/21		23.01	JC	B 511 16
11/26/21 Expd	STATE WAGE TAX ADMIN - Pay Date 11/26/21		38.68	JC	B 513 16
Total Expenditures:			61.69		
1-GN- -001-305	Defined Contribution Retirement Plan				
11/12/21 Expd	DCRP EMPLOYER - Pay Date 11/12/21		48.81	JC	B 511 17
11/26/21 Expd	DCRP EMPLOYER - Pay Date 11/21/21		44.99	JC	B 513 17
Total Expenditures:			93.80		
1-GN- -002-110	Firefighters				
11/12/21 Expd	FIREFIGHTERS - Pay Date 11/12/21		8,401.84	JC	B 511 7
11/26/21 Expd	FIREFIGHTERS - Pay Date 11/26/21		8,401.84	JC	B 513 7
Total Expenditures:			16,803.68		

Account No	Account Description	Transaction Data/Comment	Vendor/Source	Amount	User	Item #
Date	Type					
1-GN- -002-111	Overtime & Sicktime Buyback					
11/12/21	Expd	OVERTIME - Pay Date 11/12/21		341.37	JC	B 511 8
11/26/21	Expd	OVERTIME - Pay Date 11/26/21		230.76	JC	B 513 8
Total Expenditures:		2	572.13			
1-GN- -002-112	DEPUTY CHIEF					
11/12/21	Expd	DEPUTY CHIEF - Pay Date 11/12/21		3,702.46	JC	B 511 9
11/26/21	Expd	DEPUTY CHIEF - Pay Date 11/26/21		3,702.46	JC	B 513 9
Total Expenditures:		2	7,404.92			
1-GN- -002-228	Stipends - Fill In Firefighters					
11/12/21	Expd	FILL-IN FIREFIGHTERS - Pay Date 11/12/21		634.48	JC	B 511 12
11/26/21	Expd	FILL-IN FIREFIGHTERS - Pay Date 11/26/21		951.72	JC	B 513 12
Total Expenditures:		2	1,586.20			
1-GN- -002-301	FICA - Firefighters					
11/12/21	Expd	FICA FIREFIGHTERS - Pay Date 11/12/21		984.62	JC	B 511 18
11/26/21	Expd	FICA FIREFIGHTERS - Pay Date 11/26/21		988.05	JC	B 513 18
Total Expenditures:		2	1,972.67			
1-GN- -002-303	State Payroll Taxes - Firefighters					
11/12/21	Expd	STATE WAGE TAX FF'S - Pay Date 11/12/21		25.26	JC	B 511 19
11/26/21	Expd	STATE WAGE TAX FF'S - Pay Date 11/26/21		10.95	JC	B 513 19
Total Expenditures:		2	36.21			
1-GN- -003-101	Fire Official					
11/26/21	Expd	FIRE MARSHAL - Pay Date 11/26/21		916.67	JC	B 513 5
Total Expenditures:		1	916.67			
1-GN- -003-102	Fire Inspectors					
11/26/21	Expd	FIRE INSPECTOR - Pay Date 11/26/21		333.33	JC	B 513 6
Total Expenditures:		1	333.33			

Fund Description	Fund	Expenditures
GENERAL	1-GN	38,360.05
Total of All Funds:		<u>38,360.05</u>

Report Totals

Transaction Type	Accounts	Transactions	Amount
Total Expenditures:	15	28	38,360.05

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

**APPOINTMENT OF FIRE CHIEF
#21-24**


WHEREAS, There exist a need for a FIRE CHIEF for the Fire District, and

WHEREAS, Funds are available for this service, and

WHEREAS, The Board has determined that Joseph M. Hunter meets the requirements established by the Board of Fire Commissioners.

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that Joseph M. Hunter be and is hereby appointed the Fire Chief for the Board of Fire Commissioners for the period of January 1, 2022 to December 31, 2022, to perform the services required by the Board and to receive such compensation as may be reasonable for such services.

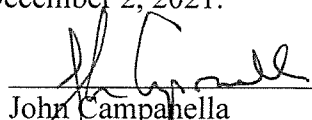
Date: December 2, 2021


James Wakeley, Secretary

Record of Vote: *Consent Agenda*

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021.


John Campanella
Business Administrator

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

**APPOINTMENT OF FIRE OFFICIAL
#21-25**


WHEREAS, There exist a need for a **FIRE OFFICIAL** for the Fire District, and

WHEREAS, Funds are available for this service, and

WHEREAS, The Board has determined that Joseph Cornforth meets the requirements established by the Board of Fire Commissioners.

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that Joseph Cornforth be and is hereby appointed the Fire Official for the Board of Fire Commissioners for the period January 1, 2022 through December 31, 2022, to perform the services required by the Board and to receive such compensation as may be reasonable for such services.

Date: December 2, 2021



James Wakeley, Secretary

Record of Vote:

Consent Agenda

	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella, Business Administrator of the Board of Fire Commissioners, Fire District #1, Borough of Pine Hill, County of Camden, State of New Jersey, hereby certify that the foregoing Resolution was duly adopted by the Commissioners at the held on December 2, 2021.


John Campanella
Business Administrator

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

**APPOINTMENT OF FIRE INSPECTOR
#21-26**

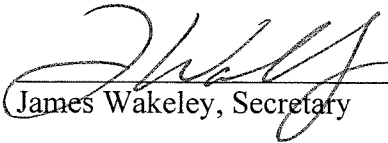
WHEREAS, There exist a need for FIRE INSPECTOR services, and

WHEREAS, Funds are available for this service, and

WHEREAS, The Board has determined that Timothy Shannon meets the requirements established by the Board of Fire Commissioners.

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that Timothy Shannon be and is hereby appointed FIRE INSPECTOR for the Board of Fire Commissioners for the period January 1, 2022 through December 31, 2022, to perform the services required by the Board, and to receive such compensation as may be reasonable for such services.

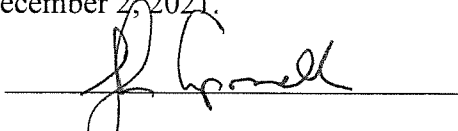
Date: December 2, 2021


James Wakeley, Secretary

Record of Vote: *Consent Agenda*

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			—			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021.


John Campanella
Business Administrator

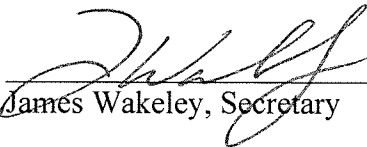
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

OFFICIAL DEPOSITORY
#21-27

WHEREAS, There exists a need for the services of a bank for the deposit of the funds of the Fire District.

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that the William Penn Bank be and is hereby named to provide the Banking Services for the Fire District.

Date: December 2, 2021

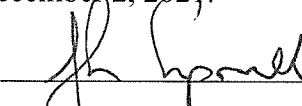

James Wakeley, Secretary

Record of Vote:

Consent Agenda

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021.


John Campanella
Business Administrator

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

**CASH MANAGEMENT PLAN
#21-28**

WHEREAS, N.J.S.A. 40A:5-14 mandates that the Governing Body shall, by Resolution passed by a majority of the membership thereof, approve a Cash Management Plan.


NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of the Pine Hill Fire District #1 as follows:

1. The attached Cash Management Plan will guide the investment of idle funds of the Pine Hill Fire District #1.
2. The attached Cash Management Plan includes a policy Statement to guide its implementation.
3. The Fire District Administrator will administer the plan.
4. The Plan is subject to annual audit; and

BE IT FURTHER RESOLVED that a certified copy of this resolution with Cash Management Plan attached shall be forwarded to the following:

- A. The Board of Fire Commissioners
- B. The Auditor
- C. All appropriate depositories

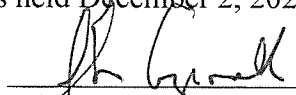
Date: December 2, 2021


James Wakeley, Secretary

Record of Vote: *Consent Agenda*

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021.


John Campanella
Business Administrator

**CASH MANAGEMENT PLAN
OF
THE PINE HILL FIRE DISTRICT #1
COUNTY OF CAMDEN
NEW JERSEY**

I STATEMENT OF PURPOSE

This Cash Management Plan (the ‘plan’) has been prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for deposits (‘deposits’) and permitted investments (‘investments’) of certain public funds of the Pine Hill Fire District #1, pending the use of such funds for the intended purposes. The plan is intended to assure that all such public funds are deposited in interest bearing accounts or permitted investments. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be made in a manner intended to insure the safety and preservation of principal value, the liquidity (regarding its availability for the intended purpose) and the maximum investment return within such limits. The plan is intended to insure that any deposit or permitted investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such deposits or permitted investments.

II IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN

The Plan is intended to cover the deposit and or investment of the following governmental fund types and accounts of the Pine Hill Fire District #1 as follows:

General Fund
Special Revenue Fund
Debt Service Fund
Capital Projects Fund
General Long-Term Debt Account Group

III DESIGNATION OF OFFICIALS OF THE PINE HILL FIRE DISTRICT #1 AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN

The Fire District Administrator of the Pine Hill Fire District #1 shall be charged with the administering of this plan. The Fire District Administrator shall monitor all deposits and investments for consistency with this plan. No person shall engage in an investment transaction involving Pine Hill Fire District #1 funds except as directed or authorized by the Fire District Administrator. Prior to making such deposits or permitted investments, all authorized depositories or investment facilities shall be supplied with a written copy of this plan, which shall be acknowledged in writing by such parties and a copy of such acknowledgement shall be kept on file with the Fire District.

The Fire District Administrator shall be permitted to perform transfers of funds between accounts utilizing the internet services provided by the local bank.

IV DESIGNATION OF DEPOSITORIES

Any New Jersey Financial Institution eligible under the Governmental Unit Deposit Protection Act

V DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL

N/A

VI AUTHORIZED INVESTMENTS

- A. Except as otherwise specifically provided for herein, the Designated Officials are hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:
- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
 - (2) Government money market mutual funds;
 - (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;

VI AUTHORIZED INVESTMENTS (CONT'D)

- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the schools district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c281 (C.52:18A-90.4) or;
- (8) Agreements for the repurchase of fully collateralized securities if:
 - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - (b) the custody of collateral is transferred to a third party;
 - (c) the maturity of the agreement is not more than 30 days;
 - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236(C.17:9-41); and
 - (e) a master repurchase agreement providing for the custody and security of collateral is executed

For the purposes of the above language, the term “local government investment pool” shall have the following definitions:

Local Government Investment Pool: An investment pool:

- (a) which is managed in accordance with 17 C.F.R., sec. 270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;

VI AUTHORIZED INVESTMENTS (CONT'D)

- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-
- (d) 7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (e) which is in compliance with rules adopted pursuant to the "Administrative" Procedure Act", P.L. 1968, c.410 (c52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (f) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (g) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.I. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

VII SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Pine Hill Fire District #1, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution, in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Pine Hill Fire District #1 to assure that there is no

VII SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN (CONT'D)

unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any method to insure that such Permitted Investments are either received by the

Pine Hill Fire District #1 or by a third party custodian prior to or upon the release of the Pine Hill Fire District #1's funds.

To assure that all parties with whom the Pine Hill Fire District #1 deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the fire department.

VIII REPORTING REQUIREMENTS

Each month during which this Plan is in effect, the Fire District Administrator shall supply to the governing body of the Pine Hill Fire District #1 a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Pine Hill Fire District #1 as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Pine Hill Fire District #1.

IX TERM OF PLAN

This Plan shall be in effect from the date of this resolution to December 31, 2022. Attached to this Plan is a Resolution of the governing body of the Pine Hill Fire District #1 approving this Plan for such period of time. This Plan may be amended from time to time. To the extent that any amendment is adopted by the Commissioners, the Designated Officials are directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

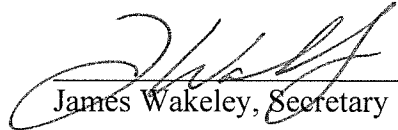
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

OFFICIAL PUBLICATION
#21-29

WHEREAS, There exists a need for the services of an Official Newspaper for publishing of legal notices for the Fire District.

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that the The Courier Post be and is hereby named to provide the Official Publication for the Fire District.

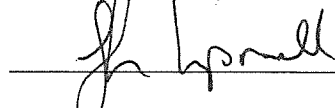
Date: December 2, 2021


James Wakeley, Secretary

Record of Vote: *Consent Agenda*

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021,


John Campanella
Business Administrator

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

**FUND COMMISSIONERS FOR 1ST RESPONDER JOINT INSURANCE FUND
#21-30**

WHEREAS, There exists a need for a Fund Commissioner and an Alternate Fund Commissioner to the First Responder Joint Insurance Fund,

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that, Thomas Hassett be appointed as the Fund Commissioner and, John Campanella be appointed as the Alternate Commissioner to the First Responder Joint Insurance Fund, and

BE IT FURTHER RESOLVED that copies of this resolution will be forwarded to each Fund Commissioner and to the First Responder Joint Insurance Fund.

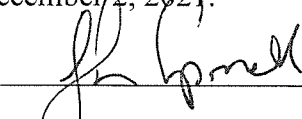
Date: December 2, 2021


James Wakeley, Secretary

Record of Vote: *Consent Agenda*

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021.


John Campanella
Business Administrator

BOARD OF FIRE COMMISSIONERS
 FIRE DISTRICT #1
 BOROUGH OF PINE HILL

**AWARDING PROFESSIONAL SERVICES CONTRACT SOLICITOR
 #21-31**

WHEREAS, There exist a need for Solicitor Services, and

WHEREAS, Funds are available for this service, and

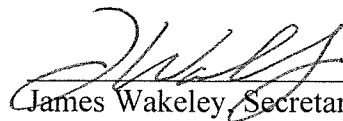
WHEREAS, The Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) requires that a resolution authorizing the award of contracts for professional services, licensed and regulated by law, without competitive bids be adopted and publicly advertised.

WHEREAS, Said contract for professional services is not subject to the provisions of N.J.S.A.19:44a-20.4 et seq. as said contract is valued less than \$17,500.00, and

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that DAVID F. CARLAMERE ESQ., be and is hereby appointed to provide SOLICITOR services for the Board of Fire Commissioners for the period January 1, 2022 through December 31, 2022 to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services. This contract is awarded without competitive bids as a “Professional Service” under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

BE IT FURTHER RESOLVED, That a copy of this resolution shall be published as required by law.

Date: December 2, 2021

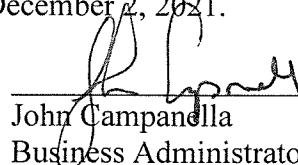

 James Wakeley, Secretary

Record of Vote:

Consent Agenda

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021.


 John Campanella
 Business Administrator

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

**AWARDING OF PROFESSIONAL SERVICES CONTRACT AUDITOR
#21-32**

WHEREAS, There exists a need for AUDITING services, and

WHEREAS, Funds are available for this service, and

WHEREAS, The Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) requires that a resolution authorizing the award of contracts for professional services, licensed and regulated by law, without competitive bids be adopted and publicly advertised.

WHEREAS, Said contract for professional services shall not exceed \$20,000.00 and

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that Michael J. Welding of Bowman & Company be and is hereby appointed AUDITOR for the Board of Fire Commissioners for the period January 1, 2022 through December 31, 2022 to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services. This contract is awarded without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

BE IT FURTHER RESOLVED, That a copy of this resolution shall be published as required by law.

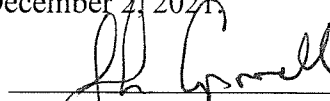
Date: December 2, 2021


James Wakeley, Secretary

Record of Vote: *Consent Agenda*

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021.


John Campanella
Business Administrator

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

**AWARDING OF PROFESSIONAL SERVICES CONTRACT
INSURANCE CONSULTANT
#21-33**

WHEREAS, There exist a need for INSURANCE CONSULTANT services, and

WHEREAS, Funds are available for this service, and

WHEREAS, The Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) requires that a resolution authorizing the award of contracts for professional services, licensed and regulated by law, without competitive bids be adopted and publicly advertised.

WHEREAS, Said professional appointment is not subject to N.J.S.A. 19:44a-20.4 et seq. as said contract is valued less than \$17,500.00, and

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that Hardenbergh Insurance Group, be and is hereby appointed to provide INSURANCE CONSULTANT services for the Board of Fire Commissioners for the period January 1, 2022 through December 31, 2022, to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services. This contract is awarded without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

BE IT FURTHER RESOLVED, That a copy of this resolution shall be published as required by law.

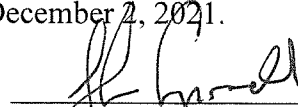
Date: December 2, 2021


James Wakeley, Secretary

Record of Vote: *Consent Agenda*

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021.


John Campanella
Business Administrator

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

**AWARDING PROFESSIONAL SERVICES CONTRACT MEDICAL PROVIDER
#21-34**

WHEREAS, There exist a need for Medical Services, and

WHEREAS, Funds are available for this service, and

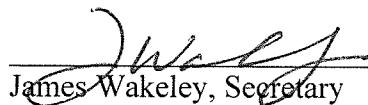
WHEREAS, The Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) requires that a resolution authorizing the award of contracts for professional services, licensed and regulated by law, without competitive bids be adopted and publicly advertised.

WHEREAS, Said professional appointment is not subject to N.J.S.A.19:44a-20.4 et seq., as the appointment is not in excess of \$17,500.00.

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that Interstate Mobile Care, be and is hereby appointed Medical Provider for the Board of Fire Commissioners for the period January 1, 2022 through December 31, 2022, to perform professional services required by the Board, and to receive such compensation as may be reasonable for such services. This contract is awarded without competitive bids as a professional service under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

BE IT FURTHER RESOLVED, That a copy of this resolution shall be published as required by law.

Date: December 2, 2021

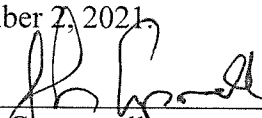

James Wakeley, Secretary

Record of Vote:

Consent Agenda

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021.


John Campanella
Business Administrator

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

**AWARDING PROFESSIONAL SERVICES CONTRACT FOR
COMPUTER MAINTENANCE
#21-35**

WHEREAS, There exists a need for Computer Maintenance for the Fire District, and

WHEREAS, Funds are available for this service, and

WHEREAS, The Board has determined that J. Harte and Associates meets the requirements established by the Board of Fire Commissioners.

WHEREAS, Said professional contract shall not exceed \$24,000.00.

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners that J. Harte and Associates, be and is hereby appointed to perform computer maintenance services as required by the Board for the period January 1, 2022 through December 31, 2022, and to receive such compensation as may be reasonable for such services.

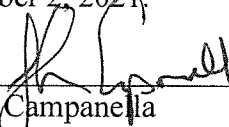
Date: December 2, 2021


James Wakeley, Secretary

Record of Vote: *Consent Agenda*

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021,


John Campanella
Business Administrator

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

**CONFIRMING SALARY FOR FIRE COMMISSIONERS
AND EMPLOYEES OF THE FIRE DISTRICT
#21-36**

WHEREAS, The Board of Fire Commissioners did establish certain salary for Fire Commissioners and employees of the Fire District as part of the year 2022 budget approval process, and

WHEREAS, said year 2022 budget has received New Jersey Department of Community Affairs, Local Finance Board and voter approval, and

WHEREAS, The board desires to confirm the established salary for Fire Commissioners and District employees.

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

<u>Position</u>	<u>Annual Salary</u>
Commissioner	\$2,600.00
Fire Official	\$11,000.00
Fire Inspector	\$5,000.00
Fire Administrator (Full-Time)	\$111,264.00
Deputy Chief (Volunteer)	\$0.00
Business Administrators	\$34,283.00
Fire District Accountant	\$3,000.00
Firefighter	Amount per 2022-2025 Contract

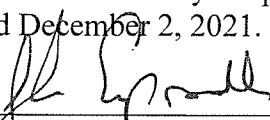
Date: December 2, 2021


James Wakeley, Secretary

Record of Vote: *Consent Agenda*

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021.


John Campanella
Business Administrator

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

COMMISSIONER MEETING 2022 SCHEDULE
#21-37

WHEREAS, The Board of Fire Commissioners has determined to set regular scheduled meetings for the year.

NOW THEREFORE, it is herein resolved and approved that the following is the schedule of meetings for the year.

REGULAR MEETINGS

JANUARY 6, 2022	7:30 P.M.	JULY 7, 2022	7:30 P.M.
FEBRUARY 3, 2022	7:30 P.M.	AUGUST 4, 2022	7:30 P.M.
MARCH 3, 2022	7:30 P.M.	SEPTEMBER 1, 2022	7:30 P.M.
APRIL 7, 2022	7:30 P.M.	OCTOBER 6, 2022	7:30 P.M.
MAY 5, 2022	7:30 P.M.	NOVEMBER 3, 2022	7:30 P.M.
JUNE 2, 2022	7:30 P.M.	DECEMBER 1, 2022	7:30 P.M.

Set for the FIRST THURSDAY of each month, at 7:30 p.m. All meetings will be held at Pine Hill Fire Dept., 1109 Erial Rd., Pine Hill, NJ.

Record of Vote:

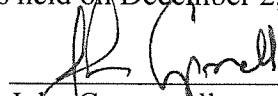
Consent agenda

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

Date: December 2, 2021


James Wakeley, Secretary

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 December 2, 2021.


John Campanella
Business Administrator

**FIRE DISTRICT #1
BOROUGH OF PINE HILL
RESOLUTION DESIGNATING
FIRE DISTRICT BUSINESS ADMINISTRATORS
#21-38**

WHEREAS, There exist a need for a FIRE DISTRICT BUSINESS ADMINISTRATOR for the Fire District, and

WHEREAS, Funds are available for this service, and

WHEREAS, The Board has determined that John Campanella and Nancy Saunders meet the requirements established by the Board of Fire Commissioners.

NOW THEREFORE, Be it resolved by the Board of Fire Commissioners as follows:

1. That John Campanella and Nancy Saunders be and is hereby appointed the Fire District Administrators for the Board of Fire Commissioners for the period January 1, 2022 until the Reorganization Meeting in December of 2022, to perform the services required by the Board and to receive such compensation as may be reasonable for such services.

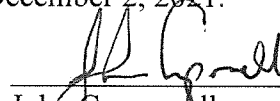
DATED: December 2, 2021


James Wakeley, Commission Secretary

Record of Vote: Consent Agenda

Members	Yes	No	Abstain	Absent
Commissioner Hagerty	✓			
Commissioner Hassett <u>1st</u>	✓			
Commissioner Waddington	✓			
Commissioner Wakeley <u>2nd</u>	✓			
Commissioner 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 December 2, 2021.


John Campanella
Fire District Business Administrator

BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1
BOROUGH OF PINE HILL
Resolution 21-39

**ESTABLISHING RULES OF ORDER AND CONDUCT FOR ALL REGULAR, WORK SESSION
AND SPECIAL MEETINGS OF THE BOARD OF FIRE COMMISSIONERS**

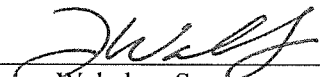
WHEREAS, The Board of Fire Commissioners, Fire District #1 of the Borough of Pine Hill desires to establish standard rules of order and regulations for public participation at Fire Commission meetings for the purpose of promoting efficiency and a fair opportunity for public comment on issues and concerns when meetings are open to the public, and to assure that the business of the Fire Commission can be conducted within a reasonable time, and

WHEREAS, in order to assure that appropriate decorum is maintained during meetings when a member of the public comments to the Board of Fire Commissioners, it is necessary to establish reasonable guidelines.

NOW THEREFORE, be it RESOLVED by the Board of Fire Commissioners of the Borough of Pine Hill as follows:

- a) The Board of Fire Commissioners hereby sets a reasonable time limitation for each speaker when any portion of the meeting is open for public participation. Each speaker shall be limited to five (5) minutes per speaker with a limit of two speaking opportunities. The two (2) per person speaking opportunity shall not be consecutive so as to allow other members of the public to make an appropriate speaking opportunity presentation to the Board. When each person who desires to speak at the public meeting has had an opportunity to address the Board, a person may be recognized for a second speaking opportunity. The second speaking opportunity is also limited to five minutes. The practice of yielding time to or borrowing time from others is not permitted.
- b) Foul, vulgar or course language shall not be tolerated.
- c) At the discretion of Chairman of the Board of Fire Commissioners, with the consent of the majority of Board members present, on issues being presented, this time limitation may be relaxed or extended from time to time and such extension, relaxation or suspension of time limitation shall not constitute a binding precedent for other speakers on other issues.
- d) Large groups on single issues are urged to select a spokesperson to present their concerns.
- e) Any desired question to specific members of the Board shall be directed to the Board Chairman for recognition of specific Board members. The intent is to avoid a “back and forth” exchange. Board Members may or may not respond to any public presentment after there has been a completion of the public speaker’s presentment.

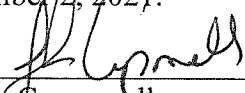
Dated: December 2, 2021


James Wakeley, Secretary

Record of Vote: *Consent Agenda*

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagerty			✓			
Hassett	✓		✓			
Wakeley		✓	✓			
Warrington			✓			
Waddington			✓			

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held December 2, 2021.


John Campanella
Business Administrator

Pine Hill Fire Department

Chief's Monthly November 2021

Other Activities of the Chief

- On the 1st participated in the Recruitment and Retention program developed by the line officers "Ice Cream with a Fireman" which was held at Jimmy's Ice cream. Great Public Relations event with significant number of citizens turning out. Chief Hunter and I critiqued the event and have derived some suggestions to improve this event in the future.
- On the 5th and 6th Along with Chief Glassman (from the Fire Academy) we conducted a full I-400 - Incident Command Class, which was held at the Stratford fire station. with fifteen personnel in attendance representing Stratford, Pine Hill, Hi Nella, Bellmawr and Voorhees Fire Departments. "This provides State required education for individuals who are becoming or aspiring to become Chief Officers.
- On the 9th Received 2021 Sumner Station Grant application. It has been processed and returned for review. A copy of those submissions has been retained in the Chief Office Files.
- On the 9th Attended the Monthly meeting of the Fire Company, providing the Chief's Report.
- On the evening of the of the 11th along with Deputy Chief Hunter and Past Chief Greer attended the monthly meeting of the Camden County Fire Chief's association held at the Chews Landing fire station.
- On the evening of the 12th attended the new member orientation that was conducted by Captain Crosby and F/F Duval.
- On the 16th along with Chief Hunter attended the Board of Education's quarterly safety meeting, held between Police, Fire, and school administration. Discussing all safety facets involving the school system from the basic EMS response, school shootings, MASS casualty events, general security, EMS stand-by for public events and sports gatherings, etc.
- On Saturday the 20th Chief Hunter and I met the Physical Agility Testing group of the Mount Laurel Fire Department at their Headquarters. Prepping for P/T testing of our career firefighter candidate. Chief Hunter stayed and witnessed this test.

Incidents of Significance

- On the evening of October 31 Squad 62 and BLS were dispatched to Berlin Clementon and Watsonstown New Freedom roads for an MVA. Arriving Chief Hunter found a four-car accident one of which was on its side with the driver trapped. Our Squad went into service with hydraulics removing the driver's door. The actual location of the incident was in Berlin Borough, so he also added Rescue 211.
- On the 1st at 12:46 hours Squad 62 was added on the working fire box to 126 Oakmont Rd. in the Blackwood section of Gloc. Twp., providing RIT Company operations. Approximately 1.5 Hours of service.
- On the 18th 09:50 Hours we were dispatched to 1703 Brentwood Place in the Erial section of Gloucester Twp. for a reported dwelling fire. Arriving first due along with Squad 62 we observed a soot covered civilian being taken from the house to the BLS unit. Yet nothing or limited smoke was showing from a two-story middle of the row townhouse. Investigating I found heavy black smoke down to the floor just inside of the front door. Our Squad laid in with a 5" supply line and lead off with a 1 ¾ hand line, Squad 85 acted as the ladder company reported to the rear for ventilation, Squad 88 arrived and stretched a backup line. Ladder 62 also responded and staged on Winding way. The first in crew reported a minor fire in the kitchen area that was quickly knocked down. The back up crew went to the second floor finding no extension, placing the fire under control.
- On the 24th at 21:40 hours Task Force 621 was dispatched to our fire station for reported building fire. In station members had just returned from a medical call when the station fire alarm activated, finding a light smoke haze throughout the building. Concerned and not knowing the source, they called communications and had a building assignment dispatched. Investigating it was determined an attic heater had malfunctioned. It was removed from service, and the building deemed safe for those sleeping in. President Pfeiffer immediately followed up and the HVAC Contractor commenced repair of that one unit on Friday morning the 27th. Other companies on the original Box Squad 86, Quint 85, Engines 88 & 63 Ladder 84. It should also be noted that at that same time a reported "Gas leak" was dispatched for the 800 Building of Chalet apartments. This assignment was covered by Squad 88 and 63. Found to be a small gas leak to the rear of an appliance.

- On the 26th Task force 621 was dispatched to unit 606 in Mason Run for a reported building fire. Engine 62 arrived first due reporting a two-story middle of the row with smoke showing. Entering the unit, it showed a fire in the fireplace, which was extending into the living space. It was quickly knocked down by a handheld extinguisher. Checking for extension with thermal imaging confirmed the fire was held to the fireplace with no extension into the voids, and it was paced under control at the 20 min. report. Squads 85, 88, Engine 84 and 82 along with RIT 63 responded. Chief Breeze 8601 was the I/C

Pine Valley Transition

- With the municipal consolidation, both Chief Winters and I have identified several areas of concern requiring several changes to what the normal protocol within that complex has been. Especially not having the on-duty police to provide necessary direction and follow up of identified problems during responses. To address our concerns a list of specific concerns was generated, to be discussed with current Pine Valley Club Representatives. Lieutenant Witts has been detailed to also follow up on this with us. Establishing a joint meeting for Thursday morning November 4th to start working on firm mapping and solutions. Firefighter Duvall has commenced the ideas of how to use this information to improve the map books, while the police department will be working on electronic mapping similar to the grid mapping used for the Trump course and the Scout Reservation.
- On the 16th held a work session meeting with Business administrator Greer, Chief Winters, Lt. Witts, Pine Valley Maintenance Supervisor Mario, and the Club Manager To continue the discussions focused on the new address plan. Utilizing a numbering system that had been derived some time ago for the utility companies addresses for each property. Using that information several changes needed to be made including the renaming of four to five streets then working with a US mail system, a totally new map was created in a proof form. Once we are completed and have this worked to satisfaction from all the Public Safety agencies, the Borough engineers from both communities will work together to derive a final detailed map.
- We are continually working on this project with communications and the Active 911 system, providing the proper information which will also provide cross streets on dispatch, showing on the members active 911 alerts the directions directly to the involved property. The Golf course personnel have also commenced the process of acquiring 3–5-inch reflective numbers to ID each property, they have also commenced the process of ordering concrete style reflective street signs. All of which is targeting January 1st. Training of personnel to provide necessary familiarity has commenced.

Volunteer Recruitment / Orientation

- On the evening of the 12th F/F Duvall conducted the normal orientation session for new members. I am extremely pleased to report that some of the recruitment activities have paid dividends with twelve (12) personnel attending, 6 firefighting personnel, four who have already completed F/F -1 and also have some experience, 2 will be registered for fire academy in January / February 2 Explorers and 1 Associate member.

Firefighting Equipment

- As I'm certain the Board will remember, during the November Commission meeting I advised the Board that the normal Turnout Gear replacement program provides for Five (5) sets of gear to be purchased each year keeping the department in the NFPA 10-year replacement cycle while maintaining a 50-member roster. Additionally, that the price of that gear is set to have an 8% price increase on or before years end 2021. But if ordered now we would not receive the new gear until June/ July of 2022 thus funds would be from the 2022 budget. Requesting the board to authorize that purchase now for the savings. The only caveat was that we needed to obtain two to three quotes or order from the State Bid. Fortunately, checking into this we were able to firmly establish that our normal vender supplies gear under a current state bid price. With that, Firefighter Duvall was directed to place the order ASAP in the November timeframe for the five sets to be purchased for 2022
- Deputy Chief Vehicle during the week of November 1st Chief Hunter reported hearing an unusual sound coming from his vehicle especially when accelerating. Having it evaluated by Pine Hill Auto. Determined that the car is in need of a new torque converter the estimated cost would be in the \$2800.00 to \$3100.00 range. It was placed in the shop and is expected tom be completed on December 3rd.
- Apparatus Annual Pump Testing was coordinated and completed on November 11th with the Engine, Squad, and Ladder company all passing. One small leak on the Squad for the tank to pump valve was found and corrected right away. F/F Gordon Sr has placed the certifications in the motor maintenance files.

Career Employment

- During the week of November 1st secured the services of two independent Chief Officers to sit in on the "Command Interview" panel for the position of Captain/ Training Officer. The date for the written / Oral testing has been set for the November 22nd. The Command Interviews are now firmly set for Tuesday December 7, 2021.
- Position of Career Firefighter. The written test was conducted by the Staff of the Camden County Regional Training Center (Fire Academy) On November 6th under the Coordination of Deputy Chief Hunter. As previously advised this test was derived by the NJ Division of Fire Safety, who will also grade the test and then return the results to the academy.
- F/F Testing, unfortunately the results of the written testing did not produce a favorable result. With four personnel taking the test and only one passing. That individual will be moved along in the process. With the Physical Agility segment given on the 20th, that individual passed the P/T test and will be moved onto the background investigation. That will be completed in time for his "Command Interview" now set for December 7th.
- At the beginning of this employment process, we had a list with two names remaining on it from previous testing cycle. One of those individuals has now taken full time firefighter employment with the Jersey City fire department. The second individual was encouraged last March to join the volunteer segment of the department participating one night a week in the "Duty Crew" program, so as to get familiar with our operations, complete his "Rookie Book" and commence drivers training. He did join but quickly showed a lack of participation. He was brought in and counselled strongly encouraging him to pick up on his participation. On or about the last week of October he was questioned by the Friday night Duty Crew Officer as to the status of his Rookie Book Completion, to which he refuted even having to do that, that he felt as though he was being singled out, along with several other accusations and improper comments about current personnel. A detailed brief was generated, and the Personnel Director was notified. This individual has now been dismissed from the employment list based upon previous information, lack of commitment, and a consistently poor attitude.
- Promotional testing was held on the 22nd with all three (3) candidates participating. The testing which was conducted by the New Jersey Career Fire Chiefs testing group. It consisted of a 100-question written test and a five (5) question oral board, which was based on emergency service operations.

NIFRS Reporting System

- With the purchase of Firehouse software (Our current countywide vendor) and that firm being consolidated into a larger firm. The County Administration and the County Chiefs appointed a joint committee to evaluate the best suited and cost-effective replacement firm to maintain or improve the computer reporting system. On the 9th Collingswood Fire Department hosted two evaluation sessions. We sent both Chief Hunter and Firefighter Duvall (Our NFIRS Personnel) to the afternoon session. Evaluating the services offered by the leading candidate company. Reporting back that this new company would almost match our current vendor and in fact would improve some of the reporting areas and provide record keeping capabilities.
- During the County Chief's Meeting, Chief Hales (Camden County Fire Marshal) the Chairman of the NIFERS committee reported that he had met with two of the potential companies, with the third to be interviewed before the Thanksgiving holiday. At the conclusion of which a formal recommendation will be provided to the County Government. Currently the County will continue to accept the financial responsibility as they have in the past. However, while the numbers seeming are acceptable, this too will continue to be evaluated.

Public Relations

- On November the 10th with good weather and in an effort to get ahead for the holidays, F/F Gordon Sr and the on-duty career staff hung the station Christmas Lights on the building. They have also commenced the process of refurbishing the Santa Float for the December 5th Open House.
- On the 16th received a Thank you communication from Michael Mozeika, CEO of Urethane Plastics was received. Expressing his company's appreciation for the Fire Extinguisher Training conducted by the department on October 28th. Specifically identifying F/F Pizzo for his development and coordination of this class.

County Radio Frequency Changes

- At the County Chief's meeting it was announced that communications are in the process of realigning the radio talk groups. Now that it has been in service for ten year it has been identified that some better balance and use of the system is needed. Particularly in the East and South talk groups, we have been on West Ops and should not be disturbed by any of these changes other that some minor training.

EMS Concerns

- During the November 11th County Chief's meeting the Acting County Fire Coordinator reported that progress has been made with the County EMS Coordinator to form the joint committee, which will formally bring the EMS service concerns to the County Level.
- Mayor Green has also conducted some follow up on this topic, having conversations and interactions with the appropriate individuals from the appointed subcommittee from the mayor's association. The confidentiality of which will be provided to the Commission, in closed session. All of which indicated that they are aware of the problems and were in the process of initiating some action.
- **On the 17th** Management personnel from AMR suddenly contacted the department advising that the regional representative was in the area and wanted to stop by the station, to discuss operational matters. Commissioner Warrington was working, and I was off and out of town for the day. Chief Hunter covered the meeting during which these gentlemen advised him that we would in the very near future receive formal notification from AMR that they are **invoking their 120 day termination of the contract and were pulling out**. Additionally, as a part of that, they would also be providing some additional recommendations pertaining to the conveyance of service. Reaching out to the Gloucester Twp Officials finding that they too had been suddenly approached and provided with the same 120 Day information. That afternoon and evening, along with a good portion of the day on the 18th several phone calls and informational exchanges were made to discuss this matter with appropriate officials.

Borough Business Administrator Greer and Mayor Green were informed, and subsequent conversations were held with Gloucester Twp Officials including the OME Coordinator and Police Chief to commence the process of deriving an action plan, up to and including the development of a new and updated RFP for this service. All being in agreement that upgraded verbiage must be included to provide for consistent improved service to include penalties where necessary to support this proper conveyance.

Mutual Aid Group

- On the 22nd Chief Hunter and I attended the second meeting with the Chief and Political leaders from Winslow, Berlin Borough, Berlin Twp. and Waterford Twp. Fire Departments to continue to discuss similar problems especially the manpower situations we are all experiencing. Topics such as shared personnel, Joint Training, potential economies of scale that can be produced by joint apparatus / equipment testing were discussed. We were also hoping to have several GIS maps of the collective region to evaluate the current and potential future location of manpower resources that would benefit the entire region. Unfortunately, those maps did not make it to this meeting. Another session with those maps is planned for December.

- On **Sunday the 21st** around 14:00 hours I was notified by the County EMS Coordinator that AMR had two BLS crews **"Walk Off"** and the third was close to faltering. To compound that information was that at 18:00 Hours they had only secured one EMT for the night shift. Thus, it was possible that no BLS unit would be on. At that same time, with a limited crew in station, our Squad company with a crew of two and I handled two (2) separate in town EMS responses, with Mutual Aid BLS on those runs provided from Berlin and Lindenwold. Continued contacts that afternoon from Gloucester Twp Officials, Communications Personnel, and later that evening from the on-street AMR supervisor painted a bleak picture of the coverage, for the remainder of that day and throughout the night tour. With that we added a career staff member and certified part-time member to the Fire Department BLS unit. Formally placing that unit in front line service to guarantee a response.
- Subsequently after several conversations with both Pine Hill and Gloucester Twp. Officials, Gloucester Twp. pulled up a copy of the original RFP for EMS service that was issued some five years ago or so when Gloucester Twp EMS was originally awarded the contract that we became a part of. When that organization faltered, their contract was pulled, AMR was the second responsible bidder on that RFP and inherited the contract.

Pine Hill was not identified within that RFP, we were added by separate contract at the request of the GTEMS Chief at the time. He was seeking necessary revenue to make their system financially balanced. Thus, a separate contract was derived and signed by our Board.

Chief Harkins GT Police Chief has now been tasked with reviewing the original RFP and making necessary adjustments specially to name and include Pine Hill in the new RFP. Also making adjustments as necessary to reduce the negative impacts we have been suffering. At the Chief's request, I have derived a one-year statistical review of EMS responses and service provided during 2021 by both AMR and the PHFD.

On the 25th, I received a copy of the proof (RFP) that the Chief has been working on for review. I provided a copy of that document to both Mayor Green and Commissioner Warrington for their review. It is my belief that Gloucester Twp officials would like to issue the new RFP by early December, staying ahead of the AMR notification and timeline.

- On November 29th we received the formal communication from AMR invoking their 120 notifications that on or about **March 1, 2022** they will be discontinuing EMS service for both Towns.

- On the late afternoon of the 29th I was notified that due to call outs there could be no EMS units available from AMR. Contacting the on-Duty AMR supervisor confirmed this and that she was feverishly working to get it resolved. A subsequent call at 19:00 hours she was able to secure one crew until Midnight and with another manager were working on securing protection after that time period.

Concerned we placed two career members on standby. That if notified by 22:00 Hours the EMS protection was in jeopardy, we would bring them in and place the Fire Department BLS unit in service.

COVID-19

- On November 9th we were notified of a career member who had tested COVID positive. Following the CDC and State Guidelines this individual was placed on quarantine for the normal ten (10) day period and requested a negative test prior to returning to duty. On the 19th when conducting the follow up testing, it produced another positive test. Reviewing the Guidelines issued by the County Health department and the State, it stated that at the end of the 10 days quarantine, if the individual was not suffering any of the symptoms and had not shown a temperature of 100.4 or more, for a 24-hour period without the use of medications. The individual could return to work. To support this, the firefighter also produced a document that was provided by a doctor who overseen the most recent testing. Verifying the above information and authorizing the return to work. Additionally, I contacted our health care provider, Interstate, who also support the information, requesting me to verify the current condition of the member. Doing so illustrated the most if not all of the symptoms had dissipated, in fact during the entire sickness there was never any fever. The member was feeling fine. Authorizing that member to return to work on the 20th. A full brief was completed and placed on file and in the member's personnel file.

Christmas Parade

- On the 29th in preparation for the annual Christmas Parade, an organizational meeting was held by with the Police and Fire Department personnel just to go over the Incident Action Plan. We want to ensure everything runs smoothly having had the year lapse for this event, which was caused by COBVID-19.

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

Month of: November 2021

Inspection Totals:

Type Conducted	Monthly Totals
Life Hazard Use Inspection(s)	0
Fire Safety Inspection – Non LHU(s)	0
Re-Inspection(s)	8
Smoke Detector & CO Detector Compliance(s)	19
Complaint(s)	0
Fire Investigation(s)	0

Financial:

Type of Fee Collected	Monthly Totals
Annual Registration / Inspection Fees	\$105.00
Smoke Detector & CO Detector Compliance	\$1016.00
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)	\$3,138.53
Number of Copy of Fire Report(s)	0
Copy of Fire Report(s)	0
Total Amount of Money Deposited this Month	\$4,259.53

Requests:

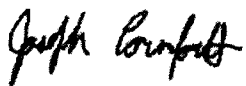
The following Items are requests for purchase/appropriation:

N/A

Comments:

N/A

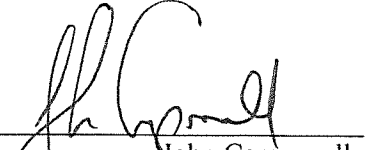
Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Joseph Cornforth". The signature is written in a cursive style with some loops and flourishes.

Joseph Cornforth
Fire Official

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

- Placed budget meeting notice in the Courier Post
- Submitted the 2022 budget to the State for approval
- Entered the year end run call stipends in pay system
- 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 Campanella
Fire District Business Administrator