

Pine Hill Fire District #1
Regular Meeting Minutes
April 7, 2022

MEETING CALLED TO ORDER: Meeting was called to order by Chairman Waddington at 7:34 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 Warrington – not present (vacation), Commissioner Wakeley – present, Commissioner Waddington – present

OTHER OFFICIALS PRESENT: Chief Hunter, Solicitor Carlamere, Captain Pizzo, Deputy Chief Greer, PHFD President Joe Pfeiffer

MINUTES: Chairman Waddington asked if there were any questions regarding the regular and closed session meeting minutes for the meeting held on March 3, 2022. There were none. A motion to approve the minutes was made by Commissioner Hassett and seconded by Commissioner Wakeley. Motion passed with three yes votes. Commissioner Hagarty abstained.

COMMUNICATIONS LIST: Chairman Waddington said that there were no communications listed on the agenda.

OLD BUSINESS:

Committee Chair Reports:

- **Fire Equipment and Apparatus Liaison:** Commissioner Wakeley thanked Chief Hunter for sending out a detailed monthly report. Commissioner Wakeley also said that it is good to see that the fire department is having repairs done under warranties.
- **Community Relations Liaison:** Nothing to report
- **Information Technology and Equipment Commissioner:** Nothing to report
- **Insurance Fund Commissioner:** Administrator Campanella said that the policies for protecting minors and domestic abuse have been completed. They need to be reviewed before the next meeting.

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- **Fire Prevention Commissioner:** Nothing to report
- **EMS Liaison:** Chairman Waddington said that Commissioner Warrington informed him that the EMS Truck will be parked at the fire house. Commissioner Hassett asked if things were going well with the new EMS provider. Chief Hunter said that the EMS provider is working out well. There have only been a few hiccups.

NEW BUSINESS: Chairman Waddington asked if there were any questions regarding the resolution on the agenda. There were none. A motion to vote on resolution 22-12, approval of payment of bills, was made by Commissioner Hassett and seconded by Commissioner Hagarty.

- Roll Call Vote: Commissioner Hagarty – yes, Commissioner Hassett – yes, Commissioner Wakeley – yes, Commissioner Waddington – yes. Motion passed with four yes votes.
- Chairman Waddington said that there were three items on the agenda for approval.
 - 1) Shared Services Agreement – Chairman Waddington said that the agreement is incomplete and recommended tabling it until it is amended. A motion to table the Shared Services Agreement until it is amended was made by Commissioner Hassett and seconded by Commissioner Hagarty. Motion passed with four yes votes.
 - 2) Transport Billing Agreement – Chairman Waddington said that he recommends that the agreement be reviewed by the solicitor before signing. A motion to approve the signing of the Transport Billing Agreement provided it is approved by our solicitor was made by Commissioner Hassett and seconded by Commissioner Hagarty. Roll Call Vote: Commissioner Hagarty – yes, Commissioner Hassett – yes, Commissioner Wakeley – yes, Commissioner Waddington – yes. Motion passed with four yes votes.
 - 3) BLS Transport Rate – Chairman Waddington said that EMS Consulting provided the fire district with proposed transport rates via email. A motion to approve the rates provided EMS Consulting provides that rates in a letter on stationery with their letterhead was made by Commissioner Hassett and seconded by Commissioner Wakeley. Roll Call Vote: Commissioner Hagarty – yes, Commissioner Hassett – yes, Commissioner Wakeley – yes, Commissioner Waddington – yes. Motion passed with four yes votes.

FIRE CHIEF’S REPORT: See attached report. Chairman Waddington asked if the Chief wanted to discuss or add anything to his report. Chief Hunter said no.

FIRE OFFICIAL’S REPORT: Not attached. Will be provided next month.

FIRE DISTRICT ADMINISTRATOR’S REPORT: See attached report

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Chairman Waddington asked if there were any questions regarding the two 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 four yes votes.

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

There was no public participation.

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

CLOSED SESSION: Chairman Waddington explained that there was a need for a closed session to discuss personnel matters. A motion to enter a closed session was made by Commissioner Wakeley and seconded by Commissioner Hagarty. Motion passed. Public portion of the meeting ended at 7:51 p.m.

RESUME PUBLIC PORTION OF THE MEETING: Chairman Waddington called the meeting back to order at 8:59 p.m. and asked for a roll call.

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

Chairman Waddington said that a consensus was reached on two issues in closed session, but no official actions or votes were taken.

- 1) A motion to allow the Fire Chief to change the work schedules from 12-hour shifts to 24-hour shifts on a trial period expiring on October 31, 2022, was made by Commissioner Hassett and seconded by Commissioner Hagarty. Motion passed with four yes votes.
- 2) A motion to approve a \$1500 bonus to Former Chief, William Dukes for the services he has rendered the fire department in 2022 was made by Commissioner Hassett and seconded by Commissioner Wakeley. Motion passed with four yes votes.

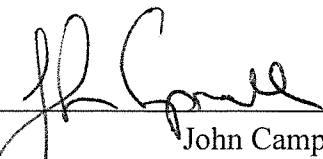
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ADJOURNMENT: Chairman Waddington asked if there were any other issues that needed to be addressed. There were none. A motion to adjourn was made by Commissioner Hagarty and seconded by Commissioner Hassett. All were in favor. Motion passed.

The meeting adjourned at 9:01 p.m.



James Wakeley
Commission Secretary



John Campanella
Fire District Business Administrator

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1
 BOROUGH OF PINE HILL
 AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS
 #22-12

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

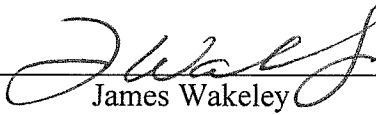
WHEREAS, said New Jersey Statute requires that payment of claims by the fire district shall be by check on the fire district and signed by three commissioners as designated by resolution; and

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

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

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

DATED: April 7, 2022

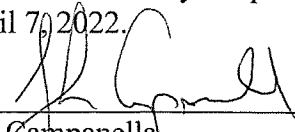


 James Wakeley
 Commission Secretary

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 April 7, 2022.



 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
22-00001	01/06/22	DC001	DAVID F. CARLAMERE	SOLICITOR'S FEES FOR 2022	Open	450.00	0.00
22-00038	01/26/22	KYOCE010	KYOCERA DOCUMENT SOLUTIONS	60 MONTH COPIER LEASE	Open	87.62	0.00
22-00087	03/22/22	PHFD1	PINE HILL FIRE DEPT.	MONTHLY RENT PAYMENT - APRIL	Open	7,822.25	0.00
22-00088	03/23/22	STATE005	State of NJ Health Benefits	APRIL 2022 HEALTH PREMIUMS	Open	10,982.04	0.00
22-00089	03/23/22	CASH1	PETTY CASH	APRIL ADVANCE FOR MEALS	Open	1,050.00	0.00
22-00090	03/23/22	KYOCE010	KYOCERA DOCUMENT SOLUTIONS	60 MONTH COPIER LEASE	Open	87.62	0.00
22-00091	03/23/22	ECORE005	ESO SOLUTIONS, INC.	Monthly Invoice	Open	409.00	0.00
22-00092	03/23/22	JHART005	J. HARTE ASSOCIATES LLC	MONTHLY BILL FOR APRIL	Open	1,284.99	0.00
22-00093	03/23/22	JHART005	J. HARTE ASSOCIATES LLC	ANNUAL WEBSITE HOSTING	Open	499.00	0.00
22-00094	03/23/22	TG001	TOWNSHIP OF GLOUCESTER	FEBRUARY 2022 FUEL BILL	Open	1,279.72	0.00
22-00095	03/23/22	AIRGA005	AIRGAS USA, LLC	CYLINDER RENTAL	Open	13.20	0.00
22-00096	03/24/22	AP001	AIRPOWER INTERNATIONAL, INC.	CASCADE SYSTEM MAINTENANCE	Open	1,540.00	0.00
22-00097	03/24/22	ACTIO005	Action Uniform Co. LLC	ALTERATIONS TO BLOUSECOATS	Open	69.00	0.00
22-00098	03/24/22	AMAZO005	AMAZON CAPITAL SERVICES, INC.	SCANNER	Open	848.86	0.00
22-00099	03/24/22	PSU	PUBLIC SAFETY UNLIMITED, LLC	FIRE INSPECTOR UNIFORM	Open	85.00	0.00
22-00100	03/24/22	PHH01	PINE HILL HARDWARE, INC.	MISCELLANEOUS SUPPLIES	Open	130.26	0.00
22-00101	03/24/22	EMSCO005	EMS CONSULTING SERVICES	EMT REFRESHER COURSE	Open	750.00	0.00
22-00102	03/24/22	DIVAL005	DIVAL SAFETY EQUIPMENT, INC	TELEDYNE METHANE 800 PPM	Open	215.00	0.00
22-00103	03/24/22	BTM001	BOUND TREE MEDICAL,LLC	MISCELLANEOUS ITEMS	Open	55.47	0.00
22-00104	03/24/22	FSS01	FIRE & SAFETY SERVICE, LTD	REPAIRS TO LADDER TRUCK	Open	1,472.36	0.00
22-00105	03/24/22	COOP01	Cooper University Hospital	ANNUAL CONTRACT FOR EAP SERVIC	Open	1,575.00	0.00
22-00106	03/24/22	FORDM005	Ford Credit Municipal Finance	ANNUAL LEASE PAYMENT - FM VEH	Open	5,247.24	0.00
22-00107	03/28/22	ATLAN005	ATLANTIC COUNTY FIRE ACADEMY	I-200 CLASS	Open	70.00	0.00
22-00108	03/31/22	PHG01	PINE HILL AUTO REPAIR	BATTERIES FOR AMBULANCE	Open	538.13	0.00
22-00109	03/31/22	FIRELINE	FIRELINE EQUIPMENT	DRAIN VALVE	Open	69.78	0.00
22-00110	03/31/22	CCC01	CAMDEN COUNTY COLLEGE	FIRE OFFICER 1 COURSE	Open	750.00	0.00
22-00111	03/31/22	CCC01	CAMDEN COUNTY COLLEGE	FUNDAMENTAL OF FIRE BEHAVIOR	Open	1,250.00	0.00
22-00112	03/31/22	BUD01	BUD'S ENGINE MACHINING & TRUCK	REPAIRS TO ENGINE TRUCK	Open	1,263.50	0.00
22-00113	03/31/22	BUD01	BUD'S ENGINE MACHINING & TRUCK	REPAIRS TO SQUAD TRUCK	Open	1,118.29	0.00
22-00114	03/31/22	DIVAL005	DIVAL SAFETY EQUIPMENT, INC	FIRE BOOTS FOR J. RAMOS	Open	340.00	0.00
22-00115	04/04/22	BOA00001	Bank of America	P-Card Charges for March 2022	Open	1,387.23	0.00
22-00116	04/04/22	BTM001	BOUND TREE MEDICAL,LLC	EMS SUPPLIES	Open	151.91	0.00
22-00117	04/04/22	PHH01	PINE HILL HARDWARE, INC.	MISCELLANEOUS ITEMS	Open	171.90	0.00
22-00118	04/04/22	EMSCO005	EMS CONSULTING SERVICES	EMT REFRESHER COURSE	Open	1,000.00	0.00
22-00119	04/04/22	CASH1	PETTY CASH	REPLENISH CHIEF'S PETTY CASH	Open	41.00	0.00
22-00120	04/04/22	PHG01	PINE HILL AUTO REPAIR	REPAIRS TO DEPUTY CHIEF'S VEH.	Open	254.82	0.00
22-00121	04/05/22	WB MASON	W.B.MASON	Water & Gatorade for Fire Dept	Open	204.01	0.00
22-00122	04/06/22	ZOLLD005	ZOLL DATA SYSTEMS	EMS CHARTS - MONTHLY INVOICE	Open	265.28	0.00
22-00123	04/06/22	ZOLLD005	ZOLL DATA SYSTEMS	EMS CHARTS - MONTHLY INVOICE	Open	191.25	0.00

Total Purchase Orders: 39 Total P.O. Line Items: 0 Total List Amount: 45,020.73 Total Void Amount: 0.00

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 11807 to 11839
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
11807	04/07/22	ACTI0005 Action Uniform Co. LLC	69.00		1113
11808	04/07/22	AIRGA005 AIRGAS USA, LLC	13.20		1113
11809	04/07/22	AMAZO005 AMAZON CAPITAL SERVICES, INC.	848.86		1113
11810	04/07/22	AP001 AIRPOWER INTERNATIONAL, INC.	1,540.00		1113
11811	04/07/22	ATLAN005 ATLANTIC COUNTY FIRE ACADEMY	70.00		1113
11812	04/07/22	BOA000001 Bank of America	1,387.23		1113
11813	04/07/22	BTM001 BOUND TREE MEDICAL,LLC	207.38		1113
11814	04/07/22	BUD01 BUD'S ENGINE MACHINING & TRUCK	1,263.50		1113
11815	04/07/22	BUD01 BUD'S ENGINE MACHINING & TRUCK	1,118.29		1113
11816	04/07/22	CASH1 PETTY CASH	1,050.00		1113
11817	04/07/22	CASH1 PETTY CASH	41.00		1113
11818	04/07/22	CCC01 CAMDEN COUNTY COLLEGE	750.00		1113
11819	04/07/22	CCC01 CAMDEN COUNTY COLLEGE	1,250.00		1113
11820	04/07/22	COOP01 Cooper University Hospital	1,575.00		1113
11821	04/07/22	DC001 DAVID F. CARLAMERE	450.00		1113
11822	04/07/22	DIVAL005 DIVAL SAFETY EQUIPMENT, INC	215.00		1113
11823	04/07/22	DIVAL005 DIVAL SAFETY EQUIPMENT, INC	340.00		1113
11824	04/07/22	ECORE005 ESO SOLUTIONS, INC.	409.00		1113
11825	04/07/22	EMSCO005 EMS CONSULTING SERVICES	1,750.00		1113
11826	04/07/22	FIRELINE FIRELINE EQUIPMENT	69.78		1113
11827	04/07/22	FORDM005 Ford Credit Municipal Finance	5,247.24		1113
11828	04/07/22	FSS01 FIRE & SAFETY SERVICE, LTD	1,472.36		1113
11829	04/07/22	JHART005 J. HARTE ASSOCIATES LLC	1,284.99		1113
11830	04/07/22	JHART005 J. HARTE ASSOCIATES LLC	499.00		1113
11831	04/07/22	KYOCE010 KYOCERA DOCUMENT SOLUTIONS	175.24		1113
11832	04/07/22	PHFD1 PINE HILL FIRE DEPT.	7,822.25		1113
11833	04/07/22	PHG01 PINE HILL AUTO REPAIR	792.95		1113
11834	04/07/22	PHH01 PINE HILL HARDWARE, INC.	302.16		1113
11835	04/07/22	PSU PUBLIC SAFETY UNLIMITED, LLC	85.00		1113
11836	04/07/22	STATE005 State of NJ Health Benefits	10,982.04		1113
11837	04/07/22	TG001 TOWNSHIP OF GLOUCESTER	1,279.72		1113
11838	04/07/22	WB MASON W.B.MASON	204.01		1113
11839	04/07/22	ZOLLD005 ZOLL DATA SYSTEMS	456.53		1113

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	33	0	45,020.73	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	33	0	45,020.73	0.00

Range of Accounts: 2-First to 2-Last
 Range of Dates: 03/01/22 to 03/31/22
 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	Transaction Data/Comment	Vendor/Source	Amount	User	Item #
Date	Type					
2-GN- -001-101	FIRE CHIEF					
03/04/22	Expd	CHIEF - Pay Date 3/4/22		4,279.35	JC	B 526 1
03/18/22	Expd	CHIEF - Pay Date 3/18/22		4,279.41	JC	B 527 1
Total Expenditures:		2		8,558.76		
2-GN- -001-102	District Business Administrator					
03/04/22	Expd	ADMINISTRATORS - Pay Date 3/4/22		1,215.55	JC	B 526 2
03/18/22	Expd	ADMINISTRATORS - Pay Date 3/18/22		1,243.02	JC	B 527 2
Total Expenditures:		2		2,458.57		
2-GN- -001-105	Fire Commissioners					
03/18/22	Expd	COMMISSIONERS - Pay Date 3/18/22		1,083.35	JC	B 527 4
Total Expenditures:		1		1,083.35		
2-GN- -001-210	Payroll Administrative Costs					
03/04/22	Expd	PAYCHEX FEE - Pay Date 3/4/22		127.98	JC	B 526 13
03/04/22	Expd	Bank Fee for March 2022		16.95	JC	B 526 14
03/18/22	Expd	PAYCHEX FEE - Pay Date 3/18/22		158.48	JC	B 527 13
Total Expenditures:		3		303.41		
2-GN- -001-301	Federal Payroll Taxes - Administrative					
03/04/22	Expd	FICA ADMIN - Pay Date 3/4/22		381.55	JC	B 526 15
03/18/22	Expd	FICA ADMIN - Pay Date 3/18/22		568.56	JC	B 527 15
Total Expenditures:		2		950.11		
2-GN- -001-303	State Payroll Taxes - Administrative					
03/04/22	Expd	STATE WAGE TAX ADMIN - Pay Date 3/4/22		38.46	JC	B 526 16
03/18/22	Expd	STATE WAGE TAX ADMIN - Pay Date 3/18/22		55.57	JC	B 527 16
Total Expenditures:		2		94.03		
2-GN- -001-305	Defined Contribution Retirement Plan					
03/04/22	Expd	DCRP EMPLOYER - Pay Date 3/4/22		49.24	JC	B 526 17
03/18/22	Expd	DCRP EMPLOYER - Pay Date 3/18/22		50.34	JC	B 527 17
Total Expenditures:		2		99.58		
2-GN- -002-110	Firefighters					
03/04/22	Expd	FIREFIGHTERS - Pay Date 3/4/22		11,570.20	JC	B 526 7
03/18/22	Expd	FIREFIGHTERS - Pay Date 3/18/22		11,570.20	JC	B 527 7
Total Expenditures:		2		23,140.40		

Account No	Account Description	Transaction Data/Comment	Vendor/Source	Amount	User	Item #
Date	Type					
2-GN- -002-111	Overtime & Sicktime Buyback					
03/04/22	Expd	OVERTIME - Pay Date 3/4/22		566.87	JC	B 526 8
03/18/22	Expd	OVERTIME - Pay Date 3/18/22		56.78	JC	B 527 8
Total Expenditures:		2		623.65		
2-GN- -002-226	Weekend & Overnight Duty Crews					
03/04/22	Expd	DUTY CREW STIPENDS - Pay Date 3/4/22		1,372.00	JC	B 526 11
03/18/22	Expd	DUTY CREW STIPENDS - Pay Date 3/18/22		1,232.00	JC	B 527 11
Total Expenditures:		2		2,604.00		
2-GN- -002-228	Stipends - Fill In Firefighters					
03/04/22	Expd	FILL-IN FIREFIGHTERS - Pay Date 3/4/22		14.00	JC	B 526 12
03/18/22	Expd	FILL-IN FIREFIGHTERS - Pay Date 3/18/22		112.00	JC	B 527 12
Total Expenditures:		2		126.00		
2-GN- -002-301	FICA - Firefighters					
03/04/22	Expd	FICA FIREFIGHTERS - Pay Date 3/4/22		996.36	JC	B 526 18
03/18/22	Expd	FICA FIREFIGHTERS - Pay Date 3/18/22		944.11	JC	B 527 18
Total Expenditures:		2		1,940.47		
2-GN- -002-303	State Payroll Taxes - Firefighters					
03/04/22	Expd	STATE WAGE TAX FF'S - Pay Date 3/4/22		95.55	JC	B 526 19
03/18/22	Expd	STATE WAGE TAX FF'S - Pay Date 3/18/22		90.79	JC	B 527 19
Total Expenditures:		2		186.34		
2-GN- -002-304	Health Insurance - Firefighters					
03/04/22	Expd	J. Gordon Jr. Health Ins. reimb. 3/4/22		129.83	JC	B 526 9
Total Expenditures:		1		129.83		
2-GN- -003-101	Fire Official					
03/18/22	Expd	FIRE MARSHAL - Pay Date 3/18/22		916.67	JC	B 527 5
Total Expenditures:		1		916.67		
2-GN- -003-102	Fire Inspectors					
03/18/22	Expd	FIRE INSPECTOR - Pay Date 3/18/22		416.67	JC	B 527 6
Total Expenditures:		1		416.67		

Fund Description	Fund	Expenditures
GENERAL	2-GN	43,631.84
Total Of All Funds:		<u>43,631.84</u>

Report Totals

Transaction Type	Accounts	Transactions	Amount
Total Expenditures:	16	29	43,631.84

**SHARED SERVICE AND COOPERATION AGREEMENT
BETWEEN PARTICIPATING UNITS**

THIS AGREEMENT shall commence upon signing of the parties set forth in Schedule A attached hereto all of which are municipal fire departments, volunteer fire departments or fire districts. Hereinafter, the parties may be referred to as "Participating Units".

WITNESSETH

WHEREAS, the Participating Units operate under one operational guideline and train staff at the same minimum level, and incur various similar costs and expenses; and

WHEREAS, the Participating Units now wish to cooperate and share manpower, equipment, training and costs under one organized cooperative agreement; and

WHEREAS, N.J.S.A. 40A:65-1, et seq., ("Uniform Shared Services and Consolidation Act") permits local units to enter into an agreement for services which either party to the agreement is empowered to render within its jurisdiction; and

WHEREAS, the Participating Units agree that their mutual public purposes and the best interests of their Departments/Districts will be promoted by the execution and delivery of this Shared Services and Cooperation Agreement pursuant to the powers conferred by the Uniform Shared Services and Consolidation Act.

NOW THEREFORE, in consideration of the mutual covenants and promises hereinafter contained, it is agreed by and between the Participating Units as follows:

1. **PURPOSE AND SCOPE**. The purpose of this Shared Services Agreement is to establish a cooperative relationship between the Participating Units where applicable for joint purchasing, joint training, sharing of equipment and sharing of personnel for duty crews, and any other shared service the parties determine appropriate for this cooperative arrangement.

Each Participating Unit shall be responsible for its own wages, salaries, benefits and insurance coverages for its personnel and equipment. Each Participating Unit is insured either by the Atlantic County Joint Insurance Fund, Camden County VFIS or the Camden County Joint Insurance Fund.

If any member of a Participating Unit suffers injury or death during any joint activity including training sessions and exercises or duty crew, the member or members designee or legal representative shall be entitled to all salary, pension rights, workers compensation and other benefits to which the member would have been entitled if injury or death occurred in the performance of duties within the jurisdiction of the Participating Unit in accordance with N.J.S.A. 40A:14-26. Said rights, benefits and compensation shall be paid by the Participating Unit and not by any other Participating Unit.

All decisions relating to cost sharing, expenses, equipment sharing, training exercises and duty crews shall be made in consultation by the Chiefs of each department or each Chief's designee.

This Agreement shall commence upon signing by each of the Participating Units and shall continue in full force and effect for a period of one (1) year. Thereafter, the Agreement may be renewed on an annual or more often basis. Any Participating Unit may withdraw from this Agreement by providing the other Participating Units at least sixty (60) days advance written notice of withdrawal, clearly identifying the applicable date of withdrawal. In the event of withdrawal by any Participating Unit, this Agreement will continue in full force and effect for all remaining Participating Units.

All Participating Units shall be deemed as independent contracting units and no employer/employee status shall be construed as flowing from this Agreement.

This Agreement constitutes the entire understanding between the Participating Units and may only be modified or amended in writing signed by an authorized Participating Unit.

This Agreement supersedes all communications, representations or prior agreements, oral or written, between Participating Units with respect to the subject matter hereof.

Each Participating Unit consents to the use of the other Participating Units' facility and equipment for training sessions and exercises or duty crew.

This Agreement and all rights, duties and obligations contained herein may not be assigned.

By signing this Agreement, the Participating Units acknowledge that this Agreement was prepared under New Jersey law and shall be construed and interpreted under the laws of the State of New Jersey.

By executing this Agreement each Participating Unit hereby acknowledges that said execution has been duly authorized by proper Resolution, a copy of which is annexed to this Agreement and made a part hereof.

SIGNATURES TO FOLLOW

The _____ (name of Participating Unit) has executed this Agreement on the ____ day of _____ 2022.

Authorized Signature

Title

TRANSPORT BILLING AGREEMENT

This Transport Billing Agreement ("Agreement") is entered into on this 1st day of April 2022 ("Effective Date"), by and between Virtua Health, Inc., a non-profit corporation with its corporate offices located at 303 Lippincott Drive, 4th Floor, Marlton NJ 08053, on behalf of its hospital affiliates, Virtua-Memorial Hospital Burlington County, Inc. and Virtua-West Jersey Health System, Inc. (collectively, "Virtua"), and Pine Hill Fire District No 1, a non-profit organization, with its principal place of business located at 20 E. Taunton Rd, Suite 560 Berlin, New Jersey 08009 ("Supplier"). Virtua and Supplier may be referred to herein individually as a "Party" and collectively as the "Parties."

RECITALS

WHEREAS, Supplier provides Basic Life Support Services and transportation to meet the needs of the New Jersey residents and others within the boundaries of Pine Hill and surrounding municipalities (the "Region");

WHEREAS, Supplier provides emergency transport for patients to various hospitals in the Region for specified fees;

WHEREAS, Supplier is appropriately and currently licensed by the New Jersey Department of Health pursuant to N.J.A.C. 8:40 et seq.;

WHEREAS, Supplier and Virtua are both properly enrolled as providers in the Medicare and Medicaid programs by the Centers for Medicare & Medicaid Services ("CMS");

WHEREAS, Supplier has a need to provide Advanced Life Support Services to its residents and others in specific situations in the Region;

WHEREAS, Virtua is a provider of such Advanced Life Support Services in the Region;

WHEREAS, Supplier has expressed a desire for Virtua to provide it with Advanced Life Support Services as set forth herein; and

WHEREAS, the health, safety and welfare of the residents of the Region will benefit from Supplier and Virtua entering into this mutual agreement;

NOW, THEREFORE in consideration of the mutual promises and understandings contained herein, the parties hereto covenant and agree as follows:

1. **TERM**: This Agreement shall be for a period of one-year beginning on the Effective Date and ending 3/31/2023. This Agreement may only be amended, postponed or terminated by a writing signed by both Parties.

2. SERVICES: Virtua and Supplier are deemed to have the status of independent contractors and nothing in this Agreement is intended to, nor shall it be construed to, make the Parties joint ventures or make either Party an agent of the other or responsible for the other's debts.
3. INSURANCE AND LIABILITY: Virtua shall supply to Supplier proof of insurance which would cover any and all injuries to Virtua personnel in the performance of the duties under this Agreement. This includes but is not limited to professional liability and workers' compensation coverage. The Supplier represents and warrants that its personnel and vehicles are insured with appropriate liability, workers' compensation, medical/professional liability and motor vehicle insurance. A Certificate of Insurance shall be provided to either Party upon request by the other Party.
4. COMPENSATION: Virtua agrees to pay Supplier the sum of \$414.56 for each patient who is covered by Medicare and \$70.00 for each patient who is covered by Medicaid, which shall be based on the then-current Medicare/Medicaid allowable rate ("Fee"). Supplier agrees to accept the Fee as its payment in full in connection with all patients who are rendered treatment by the Virtua Mobile Intensive Care Unit personnel and transported by the Supplier's ambulance vehicle.

Should this Fee change by law during the course of this Agreement, the compensation will be adjusted accordingly through a written amendment signed by both Parties.

- a. Virtua will submit only one combined bill to either the Medicare and/or Medicaid Programs. Virtua will submit these claims to the Part B fiscal intermediary, Highmark Medicare Services, PO Box 3305, Mechanicsburg, PA 17055-1840.
- b. Virtua shall submit the combined bill to the Medicare and/or Medicaid Programs for all BLS and Virtua ACLS services, including where Virtua provides examination and/or treatment but does not participate in the transport of the patient.
- c. Supplier acknowledges and agrees that payment by Virtua of the Fee discharges the liability of the patient or any other person to pay for the Supplier's services provided pursuant to this Agreement, and that Supplier shall not bill any patient, financially responsible party, insurer, or third party payor, including Medicare or Medicaid, for any transports described in this Agreement.
- d. The Parties agree that the Fee is a product of bona fide, arm's length negotiations, and to the best of their knowledge, is commercially reasonable and is consistent with fair market value without taking into account — in the aggregate or otherwise — the volume or value of

referrals or other business generated between and among the Parties or their affiliates.

5. PAYMENT: Virtua shall pay Supplier within thirty (30) days of submission of the payment/patient run list.
6. DEFAULT AND REMEDY: In case of a breach of this Agreement, the non-breaching Party shall deliver to the breaching Party, in writing, the grounds for believing that there has been a breach and the breaching Party shall have thirty (30) days to answer and cure such breach. If the breach is not adequately cured within that time, the non-breaching Party shall have the option of declaring this Agreement terminated. All services provided by the Parties prior to such termination must be compensated according to the terms of the Agreement up to the time of termination. All services to be provided to Virtua by the Supplier must be delivered until the date of termination.
7. SUPPLIER'S SERVICES: The Supplier shall provide those Basic Life Support Services necessary to transport individuals in need of Advanced Life Support care. This shall include the provision of trained Emergency Medical Technician personnel (“EMTs”), capable of providing emergency medical help, as well as equipment and vehicles to transport patients. The Supplier shall ensure that all vehicles and medical equipment contained therein shall meet the requirements of all applicable federal, state and local laws, regulations and licensure standards. In addition, all of Supplier's EMT personnel shall be licensed or certified in accordance with the requirements of the State of New Jersey and will be oriented to and familiar with the operation of all equipment, appropriate to their level of certification or licensure. All Supplier staff operating ambulance units will possess a valid driver's license and have a satisfactory driving record.

Supplier shall provide Virtua with documentation as to the nature and amount of calls received and necessary information about the patients to enable Virtua to properly bill the appropriate payor as well as any other reasonable information or documentation as may be requested by Virtua.

Supplier shall also provide for a cooperative effort from the EMS Consulting billing service and the Virtua Health Mobile Intensive Care Unit billing office.

8. VIRTUA'S SERVICES: Virtua shall provide Advanced Life Support personnel, when appropriate, who are duly qualified, trained, certified and affiliated to provide such services in accordance with the New Jersey State Department of Health and the Office of Emergency Medical Services regulations. These personnel shall provide care under the Virtua Health Mobile Intensive Care Unit Program, consistent with the Program's applicable policies and procedures. Supplier acknowledges and agrees that Virtua's Advanced Life Support personnel shall exercise professional responsibility over the Advanced Life Support Services being provided to patients, including examination and treatment prior to transport, in lieu of transport, or being transported by Supplier under this Agreement, and that any of Supplier's personnel involved in the transport of such

patients shall defer to Virtua's Advanced Life Support personnel in all matters related to the care of such patients during the transport.

Virtua shall submit the combined bill on behalf of Supplier and Virtua for all encounters where Virtua provides ACLS services, including those that do not involve transport by Virtua ACLS personnel

9. OTHER AGREEMENTS: Virtua and the Supplier represent that no other agreement, oral or written, except as attached to or specifically incorporated into this Agreement exists between the Parties. The provisions of the Agreement will govern the relationship between Virtua and the Supplier.
10. JURISDICTION: This Agreement is made and shall be governed by the laws of the State of New Jersey.
11. REGULATORY CHANGES: The Parties recognize that this Agreement is at all times subject to applicable state, local, and federal laws and shall be construed accordingly. The Parties further recognize that this Agreement may become subject to or be affected by amendments in such laws and regulations or to new legislation or regulations. Any provisions of law that invalidate, or are otherwise inconsistent with, the material terms and conditions of this Agreement, or that would cause one or both of the Parties hereto to be in violation of law, shall be deemed to have superseded the terms of this Agreement and, in such event, the Parties agree to utilize their best efforts to modify the terms and conditions of this Agreement to be consistent with the requirements of such law(s) in order to effectuate the purposes and intent of this Agreement. In the event that any such laws or regulations affecting this Agreement are enacted, amended or promulgated, either Party may propose to the other a written amendment to this Agreement to be consistent with the provisions of such laws or regulations. In the event that the Parties do not agree on such written amendments within thirty (30) days of receipt of the proposed written amendments, then either Party may terminate this Agreement without further notice, unless this Agreement would expire earlier by its terms.
12. NO REFERRALS: Nothing in this Agreement shall be construed to require either Party or their respective representatives to make or admit referrals to or from the other Party or otherwise generate business between the Parties. Notwithstanding the unanticipated effect of any of the provisions herein, the Parties intend to comply with 42 U.S.C. § 1320a-7b(b) (commonly known as the Anti-Kickback Statute), 42 U.S.C. § 1395nn (commonly known as the Stark law), and all other Federal or state law provision governing fraud and abuse or self-referrals under the Medicare or Medicaid programs, as such provisions may be amended from time to time.
13. NO EXCLUSIONS: Each Party represents to the other that as of the Effective Date and during the term of this Agreement that it (i) is not excluded, debarred, or otherwise ineligible to participate in Federal health care programs as defined in 42 U.S.C. §1320a-7b(f) (the "Federal health care programs"), (ii) is not convicted of a criminal offense related to the provision of health care items or services, and, (iii) is not under

investigation or otherwise aware of any circumstances that may result in it being excluded from participation in the Federal health care programs. This shall be an ongoing representation and warranty during the term. Either Party shall immediately notify the other of any change in the status of the representation and warranty set forth herein. Any breach of this representation and warranty shall give the other Party the right to terminate the Agreement immediately for cause.

In witness whereof, the Parties to this Agreement have executed this Agreement on the Effective Date.

ATTEST:

VIRTUA HEALTH, INC.

BY: _____

ATTEST:

SUPPLIER

BY: _____

John Campanella

From: Joseph Hunter
Sent: Wednesday, April 6, 2022 1:36 PM
To: John Campanella
Subject: FW: billing rates

John,

Can you get this information on the agenda for the commission meeting. I advised EMS Consulting, that I would have an answer for them on Friday the 8th.

From: Jen Somers <jen@emscs.com>
Sent: Wednesday, April 6, 2022 12:12 PM
To: Joseph Hunter <jhunter@pinehillfiredistrict.com>
Subject: billing rates

CAUTION: THE FOLLOWING EMAIL WAS SENT FROM OUTSIDE OF YOUR ORGANIZATION. PLEASE TAKE CARE WHEN CLICKING LINKS OR OPENING ATTACHMENTS. WHEN IN DOUBT, PLEASE CONTACT J. HARTE SUPPORT.



Chief Hunter,

Per our discussion today, our recommendation for billing rates based on industry standard in the area:

BLS transport \$900 base rate
\$25 per mile

BLS refusal, no transport \$125 (refusal written off if no insurance)

No patient is sent to collections over their EMS bill. We will work with patient to collect bill.



Jennifer Somers

Consultant

Toll Free: 866-476-1702

EMS Consulting Services

20 E. Taunton Road, Suite 560

Berlin, New Jersey 08009

www.emscs.com



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Pine Hill Fire Department

Chief's Monthly Report

March 2022

Meetings:

- On Thursday evening the 3rd, I attended the commission meeting.
- On Thursday afternoon the 3rd, I met with the new manager at Chalet Apartment and reviewed the new numbering system for the building. The complex is having billing issues with South Jersey Gas & Atlantic City Electric.
- On Tuesday afternoon the 8th, I had a meeting with the Chairman of the Board.
- On Tuesday evening the 8th, I attended the fire company meeting.
- On Thursday evening the 10th, I attended the Camden County Fire Chiefs meeting in Winslow Township (Elm Firehouse).
- On Thursday afternoon the 17th, Deputy Chief Greer and I had a meeting with the lead mechanic at Gloucester Township Public Works.

Completed Task:

- On Thursday morning the 3rd, by the request of Commissioner Warrington, I visited Waterford Townships Firehouse to look at the newly installed phone system.
- On Friday the 4th, I stayed late to meet with the Architect that will be drawing the plans for the new office space in the old OEM Office.
- On Monday the 7th, I followed up with an email to Mr. Davis with regards to the motor vehicle accident on his property. I was able to determine that our response time was just under 7 minutes and that Inspira was cancelled by the Fire Officer / EMT on the truck, after he spoke with the passengers in both vehicles involved in the accident.
- On Monday the 14th, I submitted the grant paperwork to American Water. I am requesting \$1,905.00 for the purchase of 3 M18 Battery operated Search lights and 1 M18 9" Battery Operated Cut-Off Saw W / One Key.

Runs stats:

- Run reports for the month of February have been sent to the state for compliance.

Calls for Service / Significant Concerns:

On Saturday morning the 12th, during the snowstorm, we were dispatched to Williamstown Road in Erial for a vehicle fire. The fire was reported to be in the driveway. I arrived first and

reported the vehicle well involved. Quint 85 arrived and was given the orders to stretch a handline and extinguish the fire. Squad 62 arrived and was ordered to assist quint 85. 8501 & FM86 both on location and the assignment was turned over to them for overhaul. Within 30 minutes from quint 85 being released, we were dispatched back to the address for a vehicle fire. FM86 on location reporting a vehicle fire in the driveway, with fire coming from underneath the vehicle. The fuel tank was leaking and the heat from the metal on the vehicle was causing the fuel to burn. Squad 62 used foam and a dry powder extinguisher to extinguish the fire.

Public relations:

- On Friday afternoon the 18th, we took the ladder truck to the 1400 in Chalet Apartments and retrieved a drone off the roof for one of the residents.
- On Tuesday morning the 22nd, we assisted Hope Chapel Church with changing light bulbs in the light standards.
- On Wednesday evening the 23rd, I along with other members from our department attended the view of Denise Heriegel. Denise is the aunt of firefighter Glenn Heriegel.
- On Monday evening the 28th, the squad company replaced a co detector for the resident at 15 Lincoln Lane.

Inspira:

- On Saturday evening the 26th, BLS8-D was dispatched to 850 Blackwood Clementon Road (Tall Pines) for a respiratory emergency. Squad 62 had just cleared from a careless cooking incident and still had a crew in station, when BLS8-D was dispatched. The squad company heard the dispatch and took in the run. When the squad company turned onto Blackwood Clementon Road, they noticed BLS8-D behind them. When the squad turned onto Montgomery to enter the complex, BLS8-D kept driving and did not follow the squad. Squad 62 was first to arrive and found a 49-year-old female in cardiac arrest. The squad company started CPR and advised the communication center that they were working a code. ALS & police arrived, and the communication center was calling the officer on the squad, asking him to give directions to BLS8-D. BLS8-D was given directions over the radio. Squad 62 was on location for 8 minutes prior to BLS8-D arriving.
- I was advised on Thursday the 30th, that Inspira will be placing a power truck in service, around April 7th. I was also advised that the power truck would be running out of our building and will need to be housed inside. I spoke with B/A Greer from the borough and asked if the Hahn could be stored at the public works. Mr. Greer advised that he was not able to accommodate that request. My second plan would be to place the pickup truck outside, until we can find a place to keep the Hahn.

Officer's Meeting:

- I held an officers meeting on Friday evening the 18th, to discuss duty crews and training.

Tower Ladder:

- I am in the process of putting a committee together to start looking at and specking a new ladder truck. This committee will be responsible to research and make a presentation to the board by the end of 2023. Our current ladder truck will be 20 years old in 2025 and a new order will take 24 months to build.

Squad:

- We have had an ongoing issue with the temperature gauge intermittently spiking high. On 03/03, we had Bud's come out and they determined that the first step would be to replace the temperature sensor & pigtail, at a cost of \$441.75 (road service). On 03/07, the repair was made at a cost \$420.00. The parts cost \$86.77 for a total of \$948.52. This repair did not fix the problem. On Tuesday morning the 22nd, we took the truck to Bud's for further diagnosis. On Tuesday afternoon the 22nd, the truck was returned and repaired. It was determined that the thermostat was cracked. The cost of this repair is \$930.00 for labor & \$188.29 for parts, with a total of \$1,118.29.
- As mentioned in last months report with regards to the broken weld repair. The truck has been scheduled to go to Fire Line on May 9th. This repair will be covered under warranty.

Engine:

- The check engine light was flashing, and we had Bud's come to the firehouse and look at it on 03/06. They determined that the first step would be to replace the fuel rail pressure relief valve at a cost of \$503.75 (road service). This repair was completed on 03/10 and did fix that problem. The cost of that repair was \$542.50. The parts at a cost of \$217.41, with a total of \$1,263.50. We were also advised there is an open campaign for the VGT controller, and we would need to contact a Cummins dealer for that repair. We are actively working with Liberty Trucking for this repair.

BLS-62:

- As stated last month. This unit is stocked and ready to be used at a moment's notice.
- We have started to enter the run reports from December 23, 2021, to January 3, 2022, into EMS Charts. There are about 88 calls that we should be able to bill for, except any refusals that were obtained.

EMS Engine:

- We continue to run the EMS Engine and have responded to 24 EMS runs in January & 23 EMS runs in February.
- On Friday 02/04, the EMS engine responded to 850 Blackwood Clementon Road for an unconscious person. While enroute, this call was updated to a cardiac arrest. The engine arrived first due and under the direction of Captain Pizzo, the crew Started CPR. The outcome of this run was a CPR save.
- On Friday 03/11, the EMS engine responded to an unconscious on West 7th Ave. The engine arrived just after police and was advised of a cardiac arrest. Under the direction of Captain Pizzo, the crew assisted police with CPR. The result of this call was a CPR save with the patient sitting up in the house prior to being transported to the hospital.
- We now have separate EMS tones and will be dispatched on all life threats 24-7. We have uploaded a few pagers with the new tones, as well as the alerting system in the building. We will also allow the communication center to dispatch the engine on EMS calls that they feel would benefit the patient (fall victim down a flight of steps, force entry, lift assist) etc.

Cooperative Agreement:

- On Monday evening the 28th, our monthly meeting was held in Pine Hill. We discussed the shared service agreement that I had forwarded to the chairman. We also discussed training, shared duty crews, and purchasing. This group seems to be on the same page, and we are all pulling in the same direction, with a goal to provide better service to our residents. A copy of the shared service agreement was also sent to legal counsel, and we requested that all participating departments be listed on the last page. Legal counsel also stated that every participating department sign the agreement.
- I will change the heading Cooperative Agreement, to the Southern County Reginal Task Force.

Training:

- On Thursday the 3rd, I completed 3 training assignments on the MEL Website (bloodborne, employee safety, and cyber security).
- On Tuesday the 8th, I completed the last 3 training sessions on the MEL Website (covid19 – a pandemic response, building a safe workplace, and courageous conversations).
- On Saturday the 19th, I attended the 8-hour Core Training “A” Airway section for my EMT Recertification.

Firefighter 1:

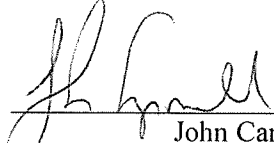
- As stated last month, we have 5 members in Firefighter 1 Training, and all seem to be doing well. Our department has 4 members that are instructors at the Fire Academy and have been involved with the training of our new recruits.

Physicals:

- We have scheduled Interstate Mobile for April 28th, to perform physicals. The career staff and all members over the age of 40 will have a physical. Interstate will be in the rear parking lot a 3:00 pm and will stay until 17 members are complete. The cost is \$200 per member with a total cost of \$3,400.00.

**PINE HILL FIRE DISTRICT #1
MARCH 2022 ADMINISTRATOR'S REPORT**

- Participated in training webinar from FEMA
- Participated in training webinar on record retention
- Submitted reimbursement request to FEMA for our SAFER Grant
- Worked on payroll vendor transition
- 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 (Two deposits were after 12/31/2021 due to Covid)
- 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