

Pine Hill Fire District #1
Regular Meeting Minutes
September 4, 2014

Meeting was called to order by Vice-Chairman James Wakeley at 7:33P.M. Mr. Wakeley led the salute to the flag and read the Open Public Meetings Act.

Roll Call: Mr. Borchert – present, Mr. Costantino – present, Mr. Waddington – present, Mr. Wakeley –present, Mr. Warrington – absent.

Other Officials Present: Captain Hunter, Fire Official Steve Buchhofer and Solicitor Dave Carlamere

Approval of Minutes: Mr. Wakeley asked for a motion to approve August 2014 regular session meeting minutes
Motion to approve: Commissioner Costantino, 2nd Commissioner Borchert, All in favor: 2 Yes Votes, Mr. Wakeley and Mr. Waddington Abstained.

Approval of Treasurer's Report & Bill List: Mr. Wakeley asked for a motion to approve the Treasurers Report Month ending 8/31/2014 and the Bill List in the amount of \$66,612.51.

Motion to approve: Commissioner Costantino, 2nd Commissioner Waddington, Roll Call: 4 Yes Votes

Approval of Correspondence List: Mr. Wakeley asked for a motion to approve August 2014 communications list.

Motion to approve: Commissioner Costantino, 2nd Commissioner Waddington, All in favor: 4 Yes Votes.

Old Business:

1. IT: Kevin Waddington – No Report
2. Truck Committee: James Wakeley – Mr. Wakeley stated that we are awaiting the approval packed from the Local Finance Board and that the Command Vehicle has been ordered.
3. Insurance Fund Commissioner/Safety Commission: James Wakeley – No Report

NEW BUSINESS:

1. **Resolution #14-43:** Authorizing participation in the Camden Co. Cooperative Pricing System Agreement for the purchase of copy and computer paper and envelopes for a term of (6) months commencing September 1, 2014 and terminating February 28, 2015.
Motion to approve: Commissioner Costantino, 2nd Commissioner Waddington, Roll Call: 4 Yes Votes.
2. **Resolution #14-44:** Authorizing Sale of Air Supply System to Somerdale Fire Department for a sum of \$3,500.00 after 2 attempts to sell on GovDeals.
Motion to approve: Commissioner Costantino, 2nd Commissioner Waddington, Roll Call: 4 Yes Votes.

FIRE CHIEF'S REPORT: Chief Greer submitted an official report (please see attached) Chief Greer was not in attendance, but he asked Business Administrator Jen Dawson to read the results from the sale of assets on GovDeals.com. The Squad was sold for \$8,000.00 and the Hurst Tools were sold for \$1,000.00. The Chief also wanted to ask if the Commission would move forward with his recommendation to sell the Air System that did not sell on GovDeals to Somerdale Fire Department for \$3,500.00

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FIRE OFFICIAL'S REPORT: Fire Official Steve Buchhofer stated inspections are moving forward as expected and there was 1 fire that needed investigation in August.

FIRE DISTRICT ADMINISTRATOR'S REPORT: Fire District Administrator Jennifer Dawson submitted an official report (please see attached)

OPEN THE FLOOR TO THE PUBLIC: Mr. Wakeley asked for a motion to open the floor to the public.

Motion: Commissioner Waddington, 2nd Commissioner Costantino, All in Favor: 4 yes votes

PUBLIC PARTICIPATION:

1. Mr. Walt Davis, 1 Franklin Avenue asked to speak to the Commission. Mr. Davis asked for clarification on the \$8,000.00 sale of the fire equipment. The commission explained what was sold on GovDeals. Mr. Davis then asked about his OPRA request status. There was then a discussion about the way to get the information to Mr. Davis. The time limit was then up so the discussion ended.

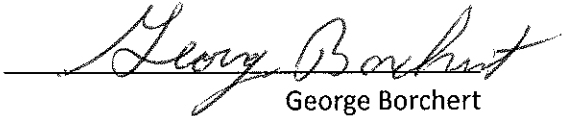
CLOSE FLOOR TO THE PUBLIC: Mr. Wakeley asked for a motion to close the floor to the public.

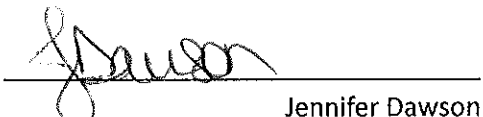
Motion: Commissioner Waddington, 2nd Commissioner Costantino, All in Favor: 4 yes votes

ADJOURNEMENT: Mr. Wakeley asked for a motion to adjourn the meeting.

Motion: Commissioner Waddington, 2nd Commissioner Costantino, All in Favor: 4 yes votes

The meeting was adjourned at 7:51 pm.


George Borchert
Commission Secretary


Jennifer Dawson
Fire District Administrator

Pine Hill Fire District #1
Treasurer's Report & Payment of Bills
For Period Ending August 31, 2014

General Checking Balance as of August 31, 2014	381,067.75
August Interest	22.62

Payroll Account Balance as of August 31, 2014	8,224.09
August Interest	0.38

Payroll Acct. Deposits as follows:

Date	Description	Amount
8/6/2014	8/15 Bi-Monthly Payroll	\$ 7,246.60
8/28/2014	8/29 Bi-Monthly Payroll	8,537.67

General Acct. Significant Deposits as follows:

Date	Description	Amount
	None	

Bill List	Dated September 2, 2014	\$ 66,612.51
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Pine Hill Fire District #1
Communications List
August 2014

COMMUNICATIONS:

1. Letter from Audubon Savings Bank regarding payroll processing fees
2. Letter of Approval into HGAC cooperative purchasing program
3. Email from Derene Wright thanking Captain Hunter for his help with 34th National Veterans Wheelchair Games
4. Email from Bob Askey COL, USA Thanking Captain Hunter and the firefighters for their help during the Trapshooting competition at Pine Valley Gun Club
5. Email from First Responders JIF regarding Ice Bucket Challenges
6. Email from First Responders JIF regarding Class Announcements



Monthly Report

For August 2014

Submitted By: John F. Greer Chief of Department/Firematic Administrator

Submitted Monday, September 1, 2014

Emergency Calls Categorized

See attached...

Training

- Pump operations (qualified new operators)
- EMS – “Equipment 101”

Personnel

N/A

Fire Apparatus

- E-One’s additional suspension retrofit is pending
- New Jersey Finance Board tentatively approved the lease purchase of the new apparatus and the contract is ready to sign once we receive official notification.
- The reserve engine and Hurst tools have been sold and Somerdale Fire Department is interested in the air system. I will have a final number on money received for the truck and equipment for the September Fire District meeting.

EMS

- Nothing to report

Building & Grounds

- The OEM office upgrade is completed and the wall repair/painting of the engine room is progressing.

Incidents of Significance

N/A

Miscellaneous

N/A

Activities of the Chief

- I encumbered Firematics invoices for the month of August 2014.
- On behalf of the Camden County Fire Chief's Association, I continue to chairing a committee that I requested by promulgated to address the issues to date concerning Camden County Communications new radio system.

Activities of Firematic Administrator

- I'm currently working on documentation to present to mayor and council that would require all public adjusters first obtain a permit before working in the Borough.
- Jen and I completed work on the purchase of a new command vehicle.
- I addressed and a personnel issue with the career firefighters.
- I continue to chair the committee charged with preparing the necessary documentation for the purchase of a new class "A" pumper in 2015.

Respectfully submitted,

John F. Greer
Chief of Department/Firematic Administrator

Pine Hill Fire Department

Incident Type Report (Summary)

Alarm Date Between {08/01/2014} And
{08/31/2014}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
	31	50.00%	\$0	0.00%
	31	50.00%	\$0	0.00%
1 Fire				
111 Building fire	1	1.61%	\$0	0.00%
113 Cooking fire, confined to container	1	1.61%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	1	1.61%	\$0	0.00%
151 Outside rubbish, trash or waste fire	1	1.61%	\$0	0.00%
	4	6.45%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	2	3.23%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	1	1.61%	\$0	0.00%
322 Motor vehicle accident with injuries	3	4.84%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	1	1.61%	\$0	0.00%
	7	11.29%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	1	1.61%	\$0	0.00%
	1	1.61%	\$0	0.00%
5 Service Call				
511 Lock-out	1	1.61%	\$0	0.00%
551 Assist police or other governmental agency	3	4.84%	\$0	0.00%
	4	6.45%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	1	1.61%	\$0	0.00%
611 Dispatched & cancelled en route	10	16.13%	\$0	0.00%
622 No Incident found on arrival at dispatch address	1	1.61%	\$0	0.00%
	12	19.35%	\$0	0.00%
7 False Alarm & False Call				
740 Unintentional transmission of alarm, Other	1	1.61%	\$0	0.00%

Pine Hill Fire Department

Incident Type Report (Summary)

Alarm Date Between {08/01/2014} And
{08/31/2014}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call				
743 Smoke detector activation, no fire - unintentional	1	1.61%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	1	1.61%	\$0	0.00%
	<u>3</u>	<u>4.84%</u>	<u>\$0</u>	<u>0.00%</u>

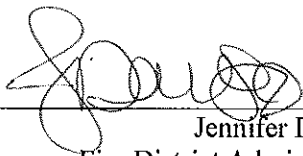
Total Incident Count: 62

Total Est Loss:

\$0

PINE HILL FIRE DISTRICT #1 AUGUST 2014 ADMINISTRATOR'S REPORT

- **Archives Room:** Pat has been putting in a lot of work getting through boxes.
- **Sale of Assets:** Sold Squad, Joe Hunter did the work on this and has more info. We are awaiting the payment and should receive it the week of 9/7/14.
- **Fire Official Office:** Prepared for mailing and mailed out (23) completed inspection forms and prepared for mailing and mailed (1) 2nd notices for annual non-life inspection fees.
- **Finance:** Still waiting on official documentation from the Local Finance Board regarding the approval. Will have contract for the New Pumper signed as soon as it is received.



Jennifer Dawson
Fire District Administrator
September 4, 2014