

Pine Hill Fire District #1
Regular Meeting Minutes
February 5, 2015

Meeting was called to order by Chairman Charles Warrington at 7:35P.M. Mr. Warrington led the salute to the flag and read the Open Public Meetings Act.

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

Other Officials Present: Chief John Greer, Solicitor Dave Carlamere, MUA Executive Director Tom Hassett

Approval of Minutes: Mr. Warrington asked for a motion to approve the January 2015 regular session meeting minutes
Motion to approve: Commissioner Wakeley, 2nd Commissioner Waddington, All in favor: 4 Yes Votes

Approval of Treasurer's Report: Mr. Warrington asked for a motion to approve the Treasurers Report Month ending 01/31/15

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

Approval of Correspondence List: Mr. Warrington asked for a motion to approve January 2015 communications list.
Motion to approve: Commissioner Wakeley, 2nd Commissioner Costantino, All in favor: 4 Yes Votes.

Discussion Items:

1. 2015 Goal Sheets were presented to the Commissioners. Commissioner Warrington discussed that a one year plan is a measurable goal and that each department submitted their goals for 2015.
2. 2015 Generator Repair & Maintenance Quotes were presented to the Commissioners. These quotes were only informative because the Borough's Office of Emergency Management owns the generator.
3. 2015 Preventative Maintenance & Repair Quotes were presented to the Commissioners. They will all review and vote on the awarding of contracts at the next Commission meeting.

Old Business:

1. IT: Kevin Waddington – Commissioner Waddington shared a quote for security upgrades to the Fire Department from SJTP. He stated that this is higher than other quotes that we have received. Solicitor Carlamere stated that the District could become part of a Cooperative for this project or that they could also do it as a Shared Service.
2. Truck Committee: Chief Greer stated that the new pumper is still on schedule for a middle of May delivery. We should be getting pictures soon of the progress; he will share as he receives them.
3. Insurance Fund Commissioner: Commissioner Wakeley discussed the S:ERVE training and stated how we have 2/24/15 and 3/14/15 training dates already setup.

NEW BUSINESS:

1. **Resolution #15-05:** Approval and Payment of Bills
Motion to approve: Commissioner Waddington, 2nd by Commissioner Wakeley, Roll Call: 4 Yes Votes
2. **Resolution #15-06:** Approval of Alicia Whittaker as 2015 Election Worker
Motion to approve: Commissioner Wakeley, 2nd by Commissioner Costantino, Roll Call: 4 Yes Votes
3. **Resolution #15-06:** Approval of Patricia Heriegel as 2015 Election Worker
Motion to approve: Commissioner Wakeley, 2nd by Commissioner Costantino, Roll Call: 4 Yes Votes

Pine Hill Fire District #1
Regular Meeting Minutes
February 5, 2015

FIRE CHIEF'S REPORT: Chief Greer submitted an official report (please see attached)

1. Chief Greer discussed an article about social media that he recently read. He advised the District to adopt a policy regarding social media. He also stated that the Fire Department already has one in place.

FIRE OFFICIAL'S REPORT: Fire Official Buchhofer submitted an official report (please see attached)

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

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

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

PUBLIC PARTICIPATION: Walter Davis 1 Franklin Road asked a question regarding the election and when it would be held. Commissioner Warrington explained the time and place of the election and what question/s would be on the ballot.

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

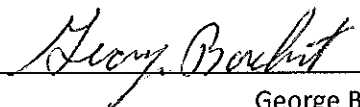
Motion: Commissioner Wakeley, 2nd Commissioner Waddington, All in Favor: 4 yes votes

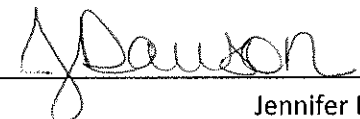
CLOSED SESSION: None

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

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

The meeting was adjourned at 7:58 pm.


George Borchert
Commission Secretary


Jennifer Dawson
Fire District Administrator

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1
BOROUGH OF PINE HILL
AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS
#15-05

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

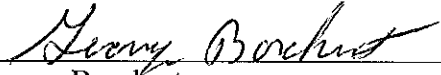
WHEREAS, said New Jersey Statute requires that payment of claims by the fire district shall be by check on the fire district and signed by three commissioners as designated by resolution; and

WHEREAS, the Commissioners shall, by resolution passed by not less than the majority of the full membership, further designed 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 shall be signed by (3) Commissioners in order to comply with the rules and regulations as promulgated by the Local Finance Board and as set forth herein.

DATED: 2/5/15

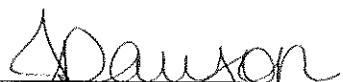

George Borchert
Commission Secretary

Record of Vote:

Members	Yes	No	Abstain	Absent
Commissioner Borchert				X
Commissioner Costantino	X			
Commissioner Waddington	X			
Commissioner Wakeley	X			
Commissioner Warrington	X			

Certification

I, Jennifer Z. Dawson, Administrator of the Pine Hill Fire District #1 in the Borough of Pine Hill, County of Camden, hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the Commissioners held on February, 2015.


Jennifer Z. Dawson, Administrator

Dated: February 5, 2015



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
15-00010	01/27/15	BPH02	BOROUGH OF PINE HILL	January Mobile Phone Bill	Open	234.61	0.00
15-00011	01/27/15	DC003	DANIEL CAROSIELLO	Fill In Firefighter 12/27/14	Open	115.36	0.00
15-00012	01/27/15	HBC03	HORIZON BCBS OF NEW JERSEY	February Dental Bill	Open	285.16	0.00
15-00013	01/27/15	WIR01	WIRELESS ELECTRONICS, INC	Vehicle Radio Supplies	Open	415.95	0.00
15-00014	01/27/15	DLF01	DeLAGE LANDEN FINANCIAL	February Copier Lease	Open	135.00	0.00
15-00015	01/27/15	AMER1	AMERIHEALTH INS CO OF N.J.	February Health Insurance	Open	5,907.04	0.00
15-00016	01/27/15	DC001	DAVID F. CARLAMERE	Jan & Feb Solicitor	Open	750.00	0.00
15-00017	01/27/15	PRP01	WITMER PUBLIC SAFETY GROUP, INC	wheeled Bag - J. Gordon Sr.	Open	71.00	0.00
15-00018	01/27/15	LR001	LOUIS ROSNER	December Professional Services	Open	240.50	0.00
15-00019	01/29/15	CAS01	CASA PAYROLL SERVICE, LLC	January Payroll Service Charge	Open	251.25	0.00
15-00020	01/29/15	PPA01	Payroll Fire District #1	1/2/15 Payroll	Open	7,571.45	0.00
15-00021	01/29/15	PPA01	Payroll Fire District #1	1/16/15 Payroll	Open	8,174.91	0.00
15-00022	01/29/15	PPA01	Payroll Fire District #1	1/30/15 Payroll	Open	9,218.08	0.00
15-00023	01/29/15	AW001	Alicia Whittaker	2015 Election Worker	Open	100.00	0.00
15-00024	01/29/15	PH001	PATRICIA HERIEGEL	2015 Election Worker	Open	100.00	0.00
15-00025	01/29/15	COU01	Courier Post	2015 Budget Advertisement	Open	152.40	0.00
15-00027	01/30/15	CASH1	Petty Cash	Petty Cash Replenishment	Open	160.99	0.00
15-00028	02/02/15	SJW01	S.J.Welding Supply, Inc.	January Cylinder Rentals	Open	47.09	0.00
15-00029	02/02/15	CP001	COPIERS PLUS	January Copier Overages	Open	7.91	0.00

Total Purchase Orders: 19 Total P.O. Line Items: 0 Total List Amount: 33,938.70 Total Void Amount: 0.00

February 3, 2015
03:27 PM

PINE HILL FIRE DISTRICT #1
Bill List By P.O. Number

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	
15-00030	02/03/15	KHS06	KENNEDY HEALTH SYSTEM - EMS	January 2015 EMS Billing	Open	1,417.00	0.00	
Total Purchase Orders:		1	Total P.O. Line Items:	0	Total List Amount:	1,417.00	Total Void Amount:	0.00

**PINE HILL FIRE DISTRICT #1
RESOLUTION APPROVAL OF 2015 ELECTION WORKER
#15-06**

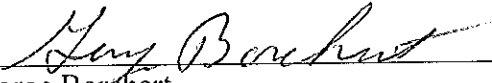
WHEREAS, There exist a need for ELECTION WORKERS, and

WHEREAS, Funds are available for this service, and

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

1. That ALICIA WHITTAKER, be and is hereby approved as Election Worker , for the Board of Fire Commissioners, to perform the services required by the Board as may be directed by the Board, and to receive \$100.00 as compensation for such service, effective for February 21, 2015.

DATED: 2/5/15

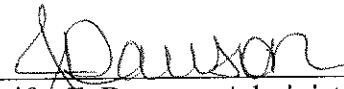

George Borchert
Commission Secretary

Record of Vote:

Members	Yes	No	Abstain	Absent
Commissioner Borchert				X
Commissioner Costantino	X			
Commissioner Waddington	X			
Commissioner Wakeley	X			
Commissioner Warrington	X			

Certification

I, Jennifer Z. Dawson, Administrator of the Pine Hill Fire District #1 in the Borough of Pine Hill, County of Camden, hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the Commissioners held on February 5, 2015.


Jennifer Z. Dawson, Administrator

Dated: February 5, 2015

**PINE HILL FIRE DISTRICT #1
RESOLUTION APPROVAL OF 2015 ELECTION WORKER
#15-07**

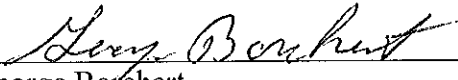
WHEREAS, There exist a need for ELECTION WORKERS, and

WHEREAS, Funds are available for this service, and

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

1. That PATRICIA HERIEGEL, be and is hereby approved as Election Worker , for the Board of Fire Commissioners, to perform the services required by the Board as may be directed by the Board, and to receive \$100.00 as compensation for such service, effective for February 21, 2015.

DATED: 2/5/15



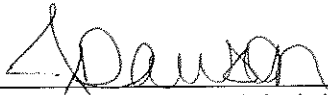
George Borchert
Commission Secretary

Record of Vote:

Members	Yes	No	Abstain	Absent
Commissioner Borchert				X
Commissioner Costantino	X			
Commissioner Waddington	X			
Commissioner Wakeley	X			
Commissioner Warrington	X			

Certification

I, Jennifer Z. Dawson, Administrator of the Pine Hill Fire District #1 in the Borough of Pine Hill, County of Camden, hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the Commissioners held on February 5, 2015.



Jennifer Z. Dawson, Administrator

Dated: February 5, 2015

