

PINE HILL FIRE DISTRICT NO. 1  
2014 TEMPORARY BUDGET  
RESOLUTION NO. 15-01

WHEREAS, N.J.S. 40A:14-78.17 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2015 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first fifteen days of January 2015, and


WHEREAS, the total appropriations in the 2014 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvements, is the sum of \$828,324.00 and

WHEREAS, fourteen percent of the total appropriations in the 2014 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvements in the said 2014 budget is the sum of \$115,965.36 and

NOW, THEREFORE, BE IT RESOLVED, that the following temporary budget appropriations be made

Administration		
Salaries and Wages	\$	9,840.00
Fringe Benefits		1,400.00
Other Expenses		9,428.00
Operations and Maintenance		
Salaries and Wages		28,550.00
Fringe Benefits		14,400.00
Other Expenses		51,187.36
Fire Prevention		
Salaries and Wages		1,160.00
Total Temporary Operating Budget		\$ 115,965.36

DATED: 1/8/2015

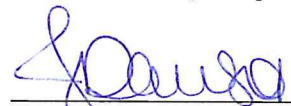
  
George Borchert  
Commission Secretary

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 January 8, 2015.

  
Jennifer Z. Dawson, Administrator

Dated: January 8, 2015

2015 TEMPORARY BUDGET

2014 TOTAL BUDGET ADMINISTRATION	\$	222,413.00
2014 TOTAL COST OF OPERATING/MAINTENANCE	\$	605,911.00
		<hr/>
	<b>TOTAL</b>	<b>\$ 828,324.00</b>
		x 14%
	<b>TOTAL AVAILABLE</b>	<b>\$ 115,965.36</b>
		<hr/> <hr/>

**ADMINISTRATION**

SALARIES	\$	11,000.00
FRINGE BENEFITS		1,400.00
BANQUET		3,500.00
ELECTION		1,200.00
OFFICE SUPPLIES		500.00
UTILITIES/PHONE		200.00
PROFESSIONAL SERVICES (Dave Carlamere)		720.00
(must be listed under Temp Budget Resolution under Adm other expenses)		
COMPUTER MAINTENANCE SUPPORT		3,308.00
(must be listed under Temp Budget Resolution under Adm other expenses)		

**OPERATIONS & MAINTENANCE**

FIREMEN SALARIES		26,550.00
FIREMEN O.T.		2,000.00
FRINGE BENEFITS		2,000.00
MEDICAL/DENTAL INSURANCE PREMIUMS		12,400.00
ADVERTISING		500.00
INSURANCE		34,585.00
STATION LEASING		7,723.82
PROFESSIONAL SERVICES - KENNEDY		2,834.00
CHIEF'S OPERATING BUDGET		5,544.54
		<hr/>
<b>TOTAL TEMPORARY BUDGET</b>	<b>\$</b>	<b>115,965.36</b>
		<hr/> <hr/>

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DEBT SERVICE

*PRINCIPAL PAYMENTS - LEASES	100,483.00
*INTEREST PAYMENTS - LEASES	22,485.00

\*Remember - Debt Service Figures are in addition to the Temp Budget  
Total per Michael Welding.

*Temp Budget*

Batch Id: JD Posting Date: 01/08/15 Budget Year: 5 Fund: GN Reason: Temporary Budget  
\* Account Not on File in Budget Year: 5

Budget Account Revenue Account	Account Description Account Description	Change Description	Temp Budget	Chg to Budget	Seq
5-GN- -001-101	ADMINISTRATOR-FIREMATIC	Set up Temp Budget	1,000.00	1,000.00	1
5-GN- -001-102	ADMINISTRATOR-FIRE DISTRICT	Set up Temp Budget	6,375.00	6,375.00	2
5-GN- -001-105	COMMISSIONERS	Set up Temp Budget	2,000.00	2,000.00	3
5-GN- -001-106	ASSISTANT CLERK	Set up Temp Budget	465.00	465.00	4
5-GN- -001-203	PROFESSIONAL SERVICES	Set up Temp Budget	720.00	720.00	5
5-GN- -001-204	BANQUET EXPENSES	Set up Temp Budget	3,500.00	3,500.00	6
5-GN- -001-208	COMPUTER MAINTENANCE SUPPORT	Set up Temp Budget	3,308.00	3,308.00	7
5-GN- -001-202	OFFICE EXPENSES	Set up Temp Budget	500.00	500.00	8
5-GN- -001-201	ELECTION	Set up Temp Budget	1,200.00	1,200.00	9
5-GN- -001-230	UTILITIES/PHONE	Set up Temp Budget	200.00	200.00	10
5-GN- -001-301	SOCIAL SECURITY	Set up Temp Budget	300.00	300.00	11
5-GN- -001-302	PERS	Set up Temp Budget	900.00	900.00	12
5-GN- -001-303	UNEMPLOYMENT COMPENSATION	Set up Temp Budget	200.00	200.00	13
5-GN- -003-101	Fire Official	Set up Temp Budget	1,060.00	1,060.00	14
5-GN- -003-102	Fire Inspectors	Set up Temp Budget	0.00	0.00	15
5-GN- -003-103	Fire Offical Assistant	Set up Temp Budget	100.00	100.00	16
5-GN- -002-110	FIREMEN	Set up Temp Budget	26,550.00	26,550.00	17
5-GN- -002-111	OVERTIME & SICKTIME BUYBACK	Set up Temp Budget	2,000.00	2,000.00	18
5-GN- -002-301	SOCIAL SECURITY-FIREMEN	Set up Temp Budget	1,000.00	1,000.00	19
5-GN- -002-302	PFRS-FIREMEN	Set up Temp Budget	500.00	500.00	20
5-GN- -002-303	UNEMPLOYMENT COMPENSATION-FIRE	Set up Temp Budget	500.00	500.00	21
5-GN- -002-304	HEALTH INSURANCE-FIREMEN	Set up Temp Budget	12,400.00	12,400.00	22
5-GN- -002-211	ADVERTISING	Set up Temp Budget	500.00	500.00	23
5-GN- -002-212	INSURANCE-OTHER	Set up Temp Budget	34,585.00	34,585.00	24
5-GN- -002-216	RENTAL SERVICES	Set up Temp Budget	7,723.82	7,723.82	25
5-GN- -002-215	PROFESSIONAL SERVICES	Set up Temp Budget	2,834.00	2,834.00	26
5-GN- -002-213	MAINTENANCE & REPAIR-FIRE	Set up Temp Budget	4,000.00	4,000.00	27
5-GN- -002-217	MATERIALS & SUPPLIES-FIRE	Set up Temp Budget	874.54	874.54	28
5-GN- -002-230	UTILITIES/PHONE	Set up Temp Budget	400.00	400.00	29
5-GN- -002-229	COPIER LEASE	Set up Temp Budget	270.00	270.00	30
5-GN- -300-011	CURRENT YEAR TAXES	Set up Temp Budget	115,965.36	0.00	31

Total Temp Budget: 115,965.36 Total Change To Budget: 115,965.36

Revenue Posting Summary

			Temp Antic	Chg to Antic
5-GN- -300-011	CURRENT YEAR TAXES	Set up Temp Budget	115,965.36	115,965.36
Total Temp Anticipated:	115,965.36	Total Change To Anticipated:	115,965.36	

G/L Posting Summary

G/L Debit:  
5-GN- -400-111 CURRENT BUDGET REVENUES 115,965.36

G/L Credit:

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1  
BOROUGH OF PINE HILL REGARDING PROCEDURES FOR THE ADOPTION OF THE  
FIRE DISTRICT BUDGET  
#15-02

WHEREAS, N.J.S.A. 40:14-78.2, establishes certain procedures that must be followed by Fire Districts in the adoption of a budget, and

WHEREAS, said New Jersey Statute requires the passing of a resolution declaring that the conditions set forth in the statute have been met.

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

1<sup>st</sup>. The Board of Fire Commissioners have introduced in writing a proposed budget for the year 2014 said introduction and first reading and approval was given not later than 60 days prior to the annual election to be held pursuant to N.J.S.A. 40A:14-72.


2<sup>nd</sup>. The Board of Fire Commissioners then set a time and place for the holding of a public hearing on the budget, which time and place, and notice of the availability of copies of the budget, was published at least 10 days to the hearing, and notice posted in a public place one week prior to the said hearing.

3<sup>rd</sup>. The public hearing and second reading of the budget was held not less than 28 days after the first reading and approval, and the budget was adopted at the second reading, all of which was not later than 25 days prior to the annual election.

4<sup>th</sup>. The adopted budget is authorized to be advertised by publishing at least once in a newspaper at least 7 days prior to the annual election.

5<sup>th</sup>. This resolution is adopted in compliance with N.J.S.A. 40A: 14-78.2 et al.

DATED: 1/8/15

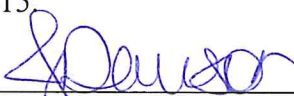
  
\_\_\_\_\_  
George Borchert  
Commission Secretary

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 January 8, 2015.

  
\_\_\_\_\_  
Jennifer Z. Dawson, Administrator

Dated: January 8, 2015



# 2015 ADOPTED BUDGET RESOLUTION

15-03

## Borough of Pine Hill Fire District #1

**FISCAL YEAR: January 1, 2015 to December 31, 2015**

WHEREAS, the Annual Budget for the Borough of Pine Hill Fire District No. 1 (the "Fire District") for the fiscal year beginning January 1, 2015 and ending December 31, 2015, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of December 4, 2014; 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

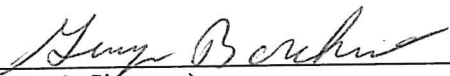
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$962,905.00, which includes amount to be raised by taxation of \$893,960.00, and Total Appropriations of \$962,905.00; and

WHEREAS, an election shall be held annually on the third Saturday of February 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 4, 2014 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2015 and ending December 31, 2015, is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$962,905.00, which includes amount to be raised by taxation of \$893,960.00, and Total Appropriations of \$962,905.00; 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 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)

1/8/2015  
(Date)

### Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Charles Warrington	X			
James Wakeley	X			
Kevin Waddington	X			
George Borchert				X
Fred Costantino	X			

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS  
#15-04

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

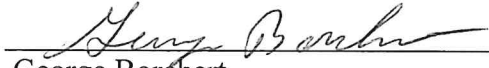
WHEREAS, said New Jersey Statute requires that payment of claims by the fire district shall be by check on the fire district and signed by three commissioners as designated by resolution; and

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: 1/8/15

  
\_\_\_\_\_  
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 January 8, 2015.

  
\_\_\_\_\_  
Jennifer Z. Dawson, Administrator

Dated: January 8, 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

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ADV01 ADVANCED AUTO PARTS	14-00459	12/12/14	Misc Parts and Supplies	Open	624.50	0.00		
BPH02 BOROUGH OF PINE HILL	14-00469	12/23/14	December Mobile Phone Bill	Open	234.43	0.00		
	14-00475	12/30/14	Power winch	Open	1,861.93	0.00		
	14-00482	12/31/14	Brush Truck Tool Box	Open	451.71	0.00		
					<u>2,548.07</u>			
CAS01 CASA PAYROLL SERVICE, LLC	14-00460	12/18/14	December Payroll Service Chrg	Open	274.00	0.00		
CP001 COPIERS PLUS	14-00457	12/12/14	Copier Overage	Open	16.73	0.00		
	14-00484	12/31/14	December Overages	Open	5.14	0.00		
					<u>21.87</u>			
COU01 Courier Post	14-00449	12/12/14	Budget Meeting Advertisement	Open	123.90	0.00		
DLF01 DeLAGE LANDEN FINANCIAL	14-00490	12/31/14	December Copier Lease Payment	Open	135.00	0.00		
FSS01 FIRE & SAFETY SERVICE, LTD	14-00467	12/22/14	Misc Supplies	Open	32.59	0.00		
GARDE010 Garden State Security Group	14-00466	12/22/14	Phone Outlet Fire Official	Open	210.57	0.00		
HALE01 HALE TRAILER BRAKE & WHEEL	14-00483	12/23/14	December Bill	Open	75.15	0.00		
JD0001 Jennifer Dawson	14-00485	12/31/14	Notary Public Reimbursement	Open	108.46	0.00		
JFS01 JERSEY FIRE & SAFETY PRODUCTS	14-00481	12/31/14	Turn Out Gear - Buchhofer	Open	2,062.38	0.00		
JG002 JOHN GREER	14-00451	12/12/14	Training Reimbursement	Open	69.29	0.00		
JGR01 JOHN GREER	14-00491	12/31/14	Seat Covers for Command	Open	284.00	0.00		
JMG00001 Joshua Marcus Group LLC	14-00447	12/09/14	Keychains	Open	527.50	0.00		
KMC01 KALER MOTOR COMPANY, LLC	14-00453	12/12/14	Handle window Crank	Open	18.50	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
KMC01 KALER MOTOR COMPANY, LLC			Continued					
	14-00463	12/22/14	Truck Diagnostics	Open	373.75	0.00		
					<u>392.25</u>			
LR001 LOUIS ROSNER								
	14-00472	12/26/14	November Legal Bills	Open	1,480.00	0.00		
NAT01 Nat Alexander Company								
	14-00452	12/12/14	Fire Hooks Hydrant wrench	Open	70.00	0.00		
	14-00465	12/22/14	Fire Truck Equipment	Open	1,043.00	0.00		
	14-00476	12/30/14	Chain and Chain Kit	Open	1,584.00	0.00		
	14-00478	12/30/14	Pelican Light	Open	260.00	0.00		
					<u>2,957.00</u>			
OB001 OFFICE BASICS, INC.								
	14-00464	12/22/14	Misc Office Supplies	Open	147.87	0.00		
PPA01 Payroll Fire District #1								
	14-00468	12/22/14	12/5/14 Payroll	Open	18,207.62	0.00		
	14-00470	12/23/14	12/19/14 Payroll	Open	8,875.01	0.00		
					<u>27,082.63</u>			
CASH1 Petty Cash								
	14-00487	12/31/14	Petty Cash Closeout	Open	200.00	0.00		
PHG01 PINE HILL AUTO REPAIR								
	14-00477	12/30/14	Repairs for FM	Open	198.15	0.00		
SJW01 S.J.welding Supply, Inc.								
	14-00480	12/31/14	December Cylindar Rental	Open	47.09	0.00		
SJTP1 SJTP								
	14-00471	12/23/14	2 Laptops for Trucks	Open	2,200.00	0.00		
STR00001 Stobes N'More Inc								
	14-00456	12/12/14	Parts for Chief's vehicle	Open	48.99	0.00		
	14-00462	12/22/14	Command Vehicle Supply	Open	63.39	0.00		
	14-00488	12/31/14	Siren for Ladder	Open	303.99	0.00		
					<u>416.37</u>			
TTU01 THIS & THAT UNIFORMS								
	14-00455	12/12/14	Uniform	Open	403.00	0.00		
	14-00479	12/30/14	Uniforms	Open	766.00	0.00		
	14-00489	12/31/14	Uniform	Open	398.00	0.00		
					<u>1,567.00</u>			
TIR01 TIRE CORRAL OF AMERICA, INC.								
	14-00473	12/29/14	Brush Truck Tires	Open	1,346.12	0.00		
TG001 TOWNSHIP OF GLOUCESTER								
	14-00458	12/12/14	November Fuel	Open	898.03	0.00		



Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
TG001 TOWNSHIP OF GLOUCESTER				Continued				
	14-00486	12/31/14	December Fuel Bill	Open	951.84	0.00		
					<u>1,849.87</u>			
VAE001 VINELAND AUTO ELECTRIC, INC.								
	14-00448	12/12/14	Parts for Light on Ladder	Open	57.23	0.00		
WC000001 West Coast 911								
	14-00474	12/30/14	Mask Bags	Open	799.50	0.00		
WR003 WILLIAM G. ROWAND, JR.								
	14-00461	12/18/14	12/12/14 Fill in Firefighter	Open	115.36	0.00		
PRP01 WITMER PUBLIC SAFETY GROUP, INC								
	14-00450	12/12/14	Royal Case Gear Bag	Open	58.98	0.00		
	14-00454	12/12/14	Jumbo Firegear Bag	Open	90.98	0.00		
					<u>149.96</u>			
<hr/>								
Total Purchase Orders:	45	Total P.O. Line Items:	0	Total List Amount:	48,103.68	Total Void Amount:		0.00

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	
15-00001	01/05/15	INTELLI	INTELLICORP RECORDS INC.	Sept Oct Nov Background Checks	Open	103.80	0.00	
15-00002	01/06/15	PHFD1	PINE HILL FIRE DEPT.	January 2015 Fire Department	Open	11,303.84	0.00	
15-00003	01/06/15	OB001	OFFICE BASICS, INC.	Misc Office Supplies	Open	77.98	0.00	
15-00004	01/06/15	HBC03	HORIZON BCBS OF NEW JERSEY	January 2015 Dental Insurance	Open	285.16	0.00	
15-00005	01/06/15	AMER1	AMERIHEALTH INS CO OF N.J.	January 2015 Health Insurance	Open	1,271.72	0.00	
15-00007	01/06/15	HAR01	HARDENBERGH INS GROUP	Accident & Sickness Policy	Open	10,955.00	0.00	
15-00008	01/06/15	EDM01	EDMUNDS & ASSOCIATES, INC.	2015 Software Contract	Open	3,308.00	0.00	
15-00009	01/06/15	CASH1	Petty Cash	Petty Cash Establishment	Open	200.00	0.00	
Total Purchase Orders:		8	Total P.O. Line Items:	0	Total List Amount:	27,505.50	Total Void Amount:	0.00

15-0006

*First Responders*

23,585  
56,997.04

P.O. Type: All		Range: First to Last		Format: Detail without Line Item Notes		Open: N	Paid: N	Void: N	Rcvd: Y		Aprv: N	Bid: Y		State: Y	Other: Y	Exempt: Y
PO #	PO Date	Vendor	Amount	Charge Account	Acct Type Description	Contract	PO Type	Stat/Chk	Enc Date	First Rcvd	Date	Chk/Void	Date	Invoice		
14-00492	12/31/14	MGL01	55.00	4-GN- -001-202	B OFFICE EXPENSES			R	12/31/14	12/31/14				126327		
1	1099	Forms														
Total Purchase Orders:		1	Total P.O. Line Items:	1	Total List Amount:	55.00	Total Void Amount:	0.00								

P.O. Type: All  
Range: First to Last  
Format: Detail without Line Item Notes

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

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	Contract PO Type Description	Stat/chk	Enc Date	First Rcvd	Chk/Void	Invoice
14-00446	12/05/14	ND001									
		NICHOLAS DUVAL, JR.									
1	2014	Stipend Check	76.00	4-GN-	-002-226	B STIPENDS-FIREMEN	R		12/05/14	12/05/14	
Total Purchase Orders:		1	Total P.O. Line Items:	1	Total List Amount:	76.00	Total Void Amount:	0.00			



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

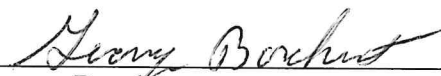
WHEREAS, said New Jersey Statute requires that payment of claims by the fire district shall be by check on the fire district and signed by three commissioners as designated by resolution; and

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

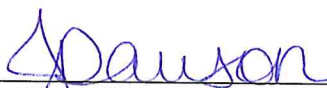
  
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George Borchert  
Commission Secretary

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

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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

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

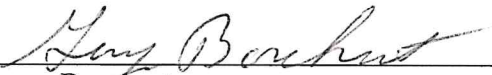
**WHEREAS,** There exist a need for ELECTION WORKERS, and

**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

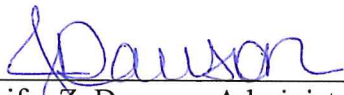
  
\_\_\_\_\_  
George Borchert  
Commission Secretary

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

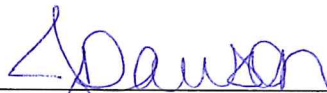
  
\_\_\_\_\_  
George Borchert  
Commission Secretary

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



RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS  
#15-08

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.

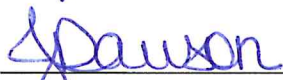
DATED: March 5<sup>12</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>12</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District 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	
15-00032	02/25/15	BPH02	BOROUGH OF PINE HILL	1/14/15-2/13/15 Cell Phone	Open	234.63	0.00	
15-00033	02/25/15	NAT01	Nat Alexander Company	Helmets and Fire Gloves	Open	1,661.00	0.00	
15-00034	02/25/15	HBC03	HORIZON BCBS OF NEW JERSEY	March Dental Bill	Open	285.16	0.00	
15-00035	02/25/15	AMER1	AMERIHEALTH INS CO OF N.J.	March Health Benefits	Open	5,906.54	0.00	
15-00036	02/25/15	PHG01	PINE HILL AUTO REPAIR	Repairs to FM	Open	426.16	0.00	
15-00037	02/25/15	OB001	OFFICE BASICS,INC.	February Office Supplies	Open	268.73	0.00	
15-00038	02/26/15	SJTP1	SJTP	Camera for Fire Official	Open	610.00	0.00	
15-00039	02/26/15	CCT00001	Camden County Treasurer's Offi	2015 Vote By Mail Processing	Open	409.90	0.00	
15-00040	02/26/15	JC002	JACK COMBS	Stipend Payment	Open	252.00	0.00	
15-00041	02/26/15	COU01	Courier Post	2015 Fire District Budget	Open	67.80	0.00	
15-00042	02/27/15	CP001	COPIERS PLUS	February Copier Overages	Open	18.34	0.00	
15-00043	02/27/15	SJTP1	SJTP	Technician for Computer Repair	Open	315.00	0.00	
15-00044	02/27/15	OB001	OFFICE BASICS,INC.	Misc Office Supplies	Open	240.02	0.00	
15-00045	02/27/15	TTU01	THIS & THAT UNIFORMS	Misc. Uniforms	Open	294.00	0.00	
15-00046	02/27/15	JFS01	JERSEY FIRE & SAFETY PRODUCTS	Turnout Gear	Open	4,180.81	0.00	
15-00047	02/27/15	GR001	GRAINGER	Ballot Box for Election	Open	44.30	0.00	
15-00048	02/27/15	DLF01	DeLAGE LANDEN FINANCIAL	March Copier Lease Payment	Open	135.00	0.00	
15-00049	02/27/15	TG001	TOWNSHIP OF GLOUCESTER	January Fuel Bill	Open	531.28	0.00	
15-00050	02/27/15	EMS CS	EMS CONSULTING SERVICES,LLC	Training Class	Open	175.00	0.00	
15-00051	02/27/15	PHH01	PINE HILL HARDWARE, INC.	Misc Supplies	Open	64.89	0.00	
15-00052	02/27/15	DC001	DAVID F. CARLAMERE	March Solicitor	Open	375.00	0.00	
15-00053	03/04/15	AM001	ALLIED MATERIALS, INC.	Truck Wash	Open	90.74	0.00	
15-00054	03/04/15	NAT01	Nat Alexander Company	Replacement Bulbs	Open	72.00	0.00	
15-00055	03/04/15	CASH1	Petty Cash	Petty Cash	Open	100.00	0.00	
15-00056	03/04/15	KHS06	KENNEDY HEALTH SYSTEM - EMS	February Management Fee	Open	1,417.00	0.00	
15-00057	03/04/15	SJW01	S.J.welding Supply, Inc.	February Cylinder Rental	Open	42.53	0.00	
15-00058	03/04/15	PHFD1	PINE HILL FIRE DEPT.	March Building Lease	Open	8,350.28	0.00	
15-00059	03/04/15	CAS01	CASA PAYROLL SERVICE, LLC	February Payroll Service Charg	Open	156.50	0.00	
15-00060	03/04/15	PPA01	Payroll Fire District #1	2/12/15 Payroll	Open	10,990.54	0.00	
15-00061	03/04/15	PPA01	Payroll Fire District #1	2/27/15 Payroll	Open	9,194.86	0.00	
15-00062	03/04/15	BSA01	Boy Scouts of America	Explorers Registration	Open	418.00	0.00	
15-00063	03/04/15	CCFC2	CC FIRE CHIEFS & OFFICERS ASSO	Dues	Open	75.00	0.00	
15-00064	03/04/15	NJIAA005	NJIAAI - South Region BFI	Fire Investigation Course	Open	525.00	0.00	
Total Purchase Orders:		33	Total P.O. Line Items:	0	Total List Amount:	47,928.01	Total Void Amount:	0.00

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
GENERAL	4-GN	2,982.55	0.00	2,982.55	0.00	0.00	2,982.55
GENERAL	5-GN	44,945.46	0.00	44,945.46	0.00	0.00	44,945.46
Total of All Funds:		<u>47,928.01</u>	<u>0.00</u>	<u>47,928.01</u>	<u>0.00</u>	<u>0.00</u>	<u>47,928.01</u>



RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT # 1, BOROUGH OF PINE HILL, CAMDEN COUNTY, NEW JERSEY, AUTHORIZING THE AWARD OF A CONTRACT TO KALER MOTOR COMPANY TO PROVIDE PREVENTIVE MAINTENANCE AND REPAIRS TO FIRE DISTRICT APPARATUS.

#15-09

WHEREAS. The Board of Fire Commissioners for Fire District # 1, of the Borough of Pine Hill has determined the need for preventive maintenance and repair service to emergency apparatus, and


WHEREAS. The Board of Fire Commissioners did authorize and receive quotes for the service, and

WHEREAS. The Board of Fire Commissioners received four quotes and has determined that Kaler Motor Company meets the Fire District's requirements and qualifications.

NOW THEREFORE, it is herein Resolved that the Board of Fire Commissioners, Fire District # 1 of the Borough of Pine Hill is hereby authorized to award a contract for preventive maintenance and repair service to emergency apparatus.

BE IT FURTHER RESOLVED, that Chairman or Secretary, or their designee, is hereby authorized to sign a contract prepared in accordance with the proposal submitted by Kaler Motor Company dated January 2015.

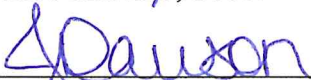
DATED: March 5<sup>th</sup>, 2015

  
 \_\_\_\_\_  
 Thomas Hassett  
 Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
 \_\_\_\_\_  
 Jennifer Dawson  
 Fire District Administrator

	Kaler Motors	Fire & Safety Services	Fire Line Equipment	Bud's Auto
In Shop Labor Rate	\$98 per hour	\$97 per hour	\$100 per hour	\$109.50 per hour
In Station/Road Labor Rate	\$115 per hour	\$114 per hour	\$100 per hour	\$109.50 per hour
In Station Travel Charge	none		\$1.25 mile	n/a
Travel Charge (Flat Rate or Door to Door Time Please specify) (Flat Rate or Door to Door Time Please specify)	none	point to point per hourly rate	\$1.25 mile	door to door time
Hourly Rate for General Repairs			\$100 per hour	\$109.50 per hour
Hourly Rate & Charges for Weekday Call Out			\$100 per hour	\$109.50 per hour
Hourly Rate & Charges for Weeknight Call Out			\$100 per hour + \$100 per hour after hours	\$124.50 (2 hour minimum)
Hourly Rate & Charges for Weekend Call Out			\$100 per hour + \$100 per hour after hours	\$124.50 (2 hour minimum)
Hourly Rate & Charges for Holiday Call Out			\$100 per hour + \$100 per hour after hours	\$124.50 (4 hour minimum)
Preventative Maintenance Engine/Squad (including chassis and pump)	\$849 each	\$1,225	\$425	\$895
Preventative Maintenance Quin/Ladder (including chassis, pump and aerial device)	\$2000 each		\$3,075	\$1,478.36
Preventative Maintenance of Generators	\$200 each	\$325		\$175
Preventative Maintenance of Allison Automatic Transmission	\$200 each			\$1008.36/\$16.25
Pump Flow Test	\$500 first/\$250 additional	\$425	\$400	on site \$285
Ground Ladder Testing				sublet FD Testing Services
Aerial Ladder Testing		\$2,250		sublet American Test Center
Hose Testing				sublet FD Testing Services

\*\*\*Please include Detailed Checklists of what your servicemen check for

**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING  
FIRE DISTRICT BUSINESS ADMINISTRATOR  
#15-10**

**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 Jennifer Dawson meets the requirements established by the Board of Fire Commissioners.

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

1. That Jennifer Dawson be and is hereby appointed the Fire District Administrator for the Board of Fire Commissioners for the fiscal year 2015, to perform the services required by the Board and to receive such compensation as may be reasonable for such services.

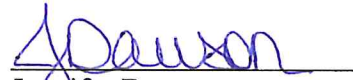
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator

**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING  
FIREMATICS ADMINISTRATOR  
#15-11**

**WHEREAS,** There exist a need for a FIREMATICS ADMINISTRATOR for the Fire District, and


**WHEREAS,** Funds are available for this service, and

**WHEREAS,** The Board has determined that John Greer meets 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 Greer be and is hereby appointed the Firematics Adminstrator for the Board of Fire Commissioners for the fiscal year 2015, to perform the services required by the Board and to receive such compensation as may be reasonable for such services.

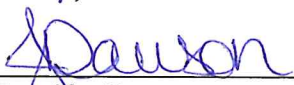
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator



**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING  
FIRE OFFICIAL  
#15-12**

**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 Steve Buchhofer meets the requirements established by the Board of Fire Commissioners.

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

1. That Steve Buchhofer be and is hereby appointed the Fire Official for the Board of Fire Commissioners for the fiscal year 2015, to perform the services required by the Board and to receive such compensation as may be reasonable for such services.

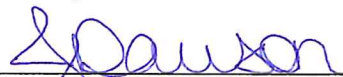
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator



**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING  
VOLUNTEER FIRE CHIEF  
#15-13**

**WHEREAS,** The Board has determined the need for a Volunteer Fire Chief for the Volunteer Fire Company providing fire fighting and prevention service to the Fire District, and


**WHEREAS,** The Volunteer Fire Company and the Board of Fire Commissioners have agreed that the Fire Chief shall be appointed by the Fire District for service within the Fire Company and to provide supervision over fire emergency response by volunteer and career fire fighters, and

**WHEREAS,** The Board has determined that John Greer meets the requirements established by the Board of Fire Commissioners.

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

That John Greer be and is hereby appointed as Volunteer Fire Chief for the Board of Fire Commissioners for the fiscal year 2015, to perform the services required by the Board.

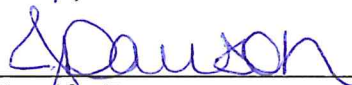
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator

**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING  
FIRE INSPECTORS  
#15-14**

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


**WHEREAS,** Funds are available for this service, and

**WHEREAS,** The Board has determined that Kevin Waddington, John Greer, Joseph Hunter, James Gordon Sr., John Zuggi, Troy Bishop and William Fediuk 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 Kevin Waddington, John Greer, Joseph Hunter, James Gordon Sr., John Zuggi, Troy Bishop and William Fediuk be and is hereby appointed FIRE INSPECTOR for the Board of Fire Commissioners for the fiscal year 2015, to perform the services required by the Board, and to receive such compensation as may be reasonable for such services.

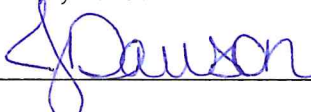
**DATED:** <sup>ix</sup> March 5, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator

**BOROUGH OF PINE HILL FIRE DISTRICT #1**

**RESOLUTION 15-15**

**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

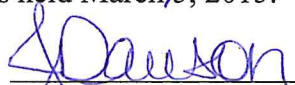
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District 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 March 5, 2015. 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.

**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION OFFICIAL DEPOSITORY**

**#15-16**

**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 Audubon Savings Bank be and is hereby named to provide the Banking Services for the Fire District.

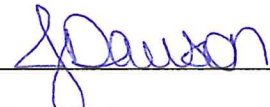
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Business Administrator



**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION OFFICIAL DEPOSITORY**

#15-17

**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.


**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Business Administrator

**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION  
APPOINTMENT OF FUND COMMISSIONER  
TO THE FIRST RESPONDER JOINT INSURANCE FUND**

**#15-18**

**WHEREAS,** There exist 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,

James Wakeley be appointed as the Fund Commissioner and, Thomas Hassett 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.

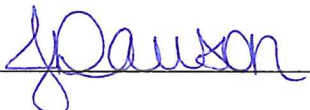
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator

**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING ATTORNEY  
#15-19**

**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 as follows:

1. That DAVID F. CARLAMERE ESQ., be and is hereby appointed to provide SOLICITOR services for the Board of Fire Commissioners for the fiscal year 2015, to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services.
2. 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.

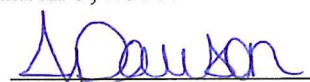
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator

**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING  
ACCOUNTANT  
#15-20**

**WHEREAS,** There exist a need for ACCOUNTING/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.

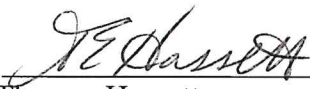
**WHEREAS,** Said contract for professional services is not subject to the provisions of N.J.S.A.19:44a-20.4 et seq. as said contract is valued less than \$17,500.00 and

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

1. That Michael J. Welding of Bowman & Company be and is hereby appointed ACCOUNTANT/AUDITOR for the Board of Fire Commissioners for the fiscal year 2015, to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services.
2. 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.

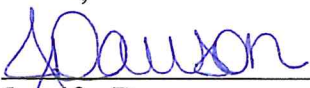
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator



**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING LABOR ATTORNEY  
#15-21**

**WHEREAS,** There exist a need for LABOR ATTORNEY 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 as follows:

1. That LOUIS ROSNER, ESQ., be and is hereby appointed to provide LABOR ATTORNEY services for the Board of Fire Commissioners for the fiscal year 2015, to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services.
2. 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.

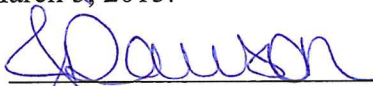
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator

**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING INSURANCE CONSULTANT  
#15-22**

**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 as follows:

1. That Hardenbergh Insurance Group, be and is hereby appointed to provide INSURANCE CONSULTANT services for the Board of Fire Commissioners for the fiscal year 2015, to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services.
2. 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.

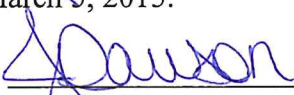
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator

**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING MEDICAL PROVIDER  
#15-23**

**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 as follows:

1. That Interstate Mobile Care, be and is hereby appointed Medical Provider for the Board of Fire Commissioners for the fiscal year 2015, to perform professional services required by the Board, and to receive such compensation as may be reasonable for such services.
2. 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.

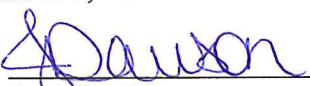
**DATED:** March 12<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator



**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING MEDICAL/DENTAL  
INSURANCE CONSULTANT  
#15-24**

**WHEREAS,** There exist a need for Insurance Consultant for medical and dental plan services for the Fire District, and

**WHEREAS,** Funds are available for this service, and


**WHEREAS,** The Board has determined that Brown and Brown Benefit Advisors meets the requirements established by the Board of Fire Commissioners.

**WHEREAS,** Said professional appointment is not subject to N.J.S.A. 19:44A-20, as the appointment is not compensated by the Fire District.

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

That Brown and Brown Benefit Advisors, be and is hereby appointed Insurance Consultant to perform the services required by the Board for the fiscal year 2015, and to receive such compensation as may be reasonable for such services.

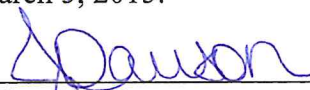
**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator



**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION  
CONFIRMING SALARY FOR FIRE COMMISSIONERS  
AND EMPLOYEES OF THE FIRE DISTRICT  
#15-25**

WHEREAS, The Board of Fire Commissioners did establish certain salary for Fire Commissioners and employees of the Fire District as part of the year 2015 budget approval process, and


WHEREAS, said year 2015 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	2,400.00
Fire Official	5,500.00
Firematics Adminstrator	5,000.00
Business Adminstrator	33,650.00

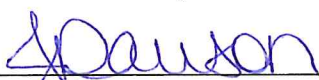
**DATED:** March 5<sup>12</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

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

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>13</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator

**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION TO SET SCHEDULED MEETINGS FOR 2015  
#15-26**

**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

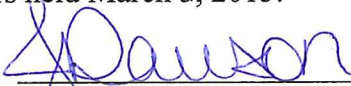
APRIL 2, 2015	7:30 P.M.
MAY 7, 2015	7:30 P.M.
JUNE 4, 2015	7:30 P.M.
JULY 2, 2015	7:30 P.M.
AUGUST 6, 2015	7:30 P.M.
SEPTEMBER 3, 2015	7:30 P.M.
OCTOBER 1, 2015	7:30 P.M.
NOVEMBER 5, 2015	7:30 P.M.
DECEMBER 3, 2015	7:30 P.M.
JANUARY 7, 2016	7:30 P.M.
FEBRUARY 4, 2016	7:30 P.M.
MARCH 3, 2016	7:30 P.M.

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.

**DATED:** March 5<sup>th</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>th</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT #1, BOROUGH OF PINE HILL, CAMDEN  
COUNTY, NEW JERSEY ESTABLISHING RULES OF ORDER AND CONDUCT FOR ALL  
REGULAR, WORK SESSION AND SPECIAL MEETINGS OF THE BOARD OF FIRE  
COMMISSIONERS  
#15-27**

**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.

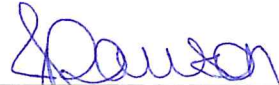
**NOW THEREFORE,** be it RESOLVED by the Board of Fire Commissioners of the Borough of Pine Hill as follows:

- 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 speakers presentment.

**DATED:** March 5<sup>13</sup>, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held March 5<sup>13</sup>, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Administrator



**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT #1 BOROUGH OF PINE HILL AUTHORIZING  
PARTICIPATION IN THE COUNTY OF CAMDEN COOPERATIVE  
PRICING SYSTEM AGREEMENT FOR THE PURCHASE OF COPY AND  
COMPUTER PAPER AND ENVELOPES FOR A TERM OF SIX (6)  
MONTHS COMMENCING MARCH 1, 2015 AND TERMINATING  
AUGUST 31, 2015**

**#15-28**


**WHEREAS;** The Camden County Purchasing Division opened bids for Cooperative pricing for the purchase of copy and computer paper and envelopes and

**WHEREAS;** The Board has received and reviewed a copy of the specifications for Bid – A-49/2014, Identifier No. 57-CCCPS, the Proposals submitted and Resolution No. 2, awarding contracts to Office Basics, Inc., Paper Mart, Inc. and W.B. Mason Company, Inc. for a period of six (6) months commencing March 1, 2015 to August 31, 2015.

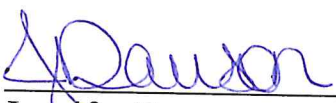
**WHEREAS;** The Board of Fire Commissioners has determined that it is in the best interest of the district that the Board participate in the cooperative pricing system.

**NOW THEREFORE,** It is herein resolved that the Board of Fire Commissioners, Fire District #1, Borough of Pine Hill, Camden County New Jersey, participate in the contract awarded to Office Basics, Inc., Paper Mart, Inc. and W.B. Mason Company, Inc. for the purchase of copy and computer paper and envelopes for a period of six (6) months commencing March 1, 2015 through August 31, 2015.

**DATED:** 3/5/15

  
\_\_\_\_\_  
Tom Hassett  
Secretary

I, Jennifer Dawson, Fire District Administrator, do hereby certify the above resolution is a true copy of the resolution passed by the Board at the regular business meeting held on March 5, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Business Administrator



# RESOLUTION

Res-Pg: 44-1

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACTS (BID A-49/2014- 6 MONTH OPTION), BY AND BETWEEN THE COUNTY OF CAMDEN (DEPARTMENT OF BUILDINGS AND OPERATIONS) AND VARIOUS VENDORS FOR THE PURCHASE OF COPY, COMPUTER PAPER, AND ENVELOPES UNDER THE CAMDEN COUNTY COOPERATIVE PRICING SYSTEM, ID CCCPS-57**

WHEREAS, by Resolution No. 4 adopted August 21, 2014, the Camden County Board of Chosen Freeholders awarded a contract to various vendors listed on the attached schedule, for Bid A-49/2014, Copy, Computer Paper and Envelopes for various Camden County Departments and Cooperative Members under the Camden County Cooperative Pricing System, System Identifier #57-CCCPS, for a term commencing September 1, 2014 through February 28, 2015; and

WHEREAS, said Bid A-49/2014 provided for an additional six (6) months option, said option to be exercised at the sole discretion of the County; and

WHEREAS, it is the desire of the Board of Chosen Freeholders to exercise the six month option pursuant to Bid A-49/2014, for the term commencing on or about March 1, 2015 through August 31, 2015; and

WHEREAS, funding for this purpose shall not exceed the maximum budgeted line items for copy and computer paper and envelopes in the County's 2015 temporary and/or permanent budgets and shall be encumbered prior to incurring the obligation in accordance with N.J.A.C. 5:30-5.5(b)(2); and

WHEREAS, each participating Cooperative Member in the Cooperative is hereby authorized to enter into a contract directly with the various vendors for the various items, pursuant to the terms and conditions of this bid after award by its governing body in accordance with applicable law; now, therefore,

# RESOLUTION

Res-Pg: 44-2

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Camden that, contingent upon the funding as described herein, the vendors and items listed on the attached award sheet schedule for Bid A-49/2014, Six (6) Month Option for Copy, Computer Paper and Envelopes for various Camden County Departments and Cooperative Members under the Camden County Cooperative Pricing System, System Identifier #57-CCCPS be and the same is hereby approved for the term March 1, 2015 through August 31, 2015; and

BE IT FURTHER RESOLVED that the proper County officials be and are hereby authorized to execute all necessary contracts, purchase orders, or other legal instruments in connection therewith and to sign checks or vouchers for the payment thereof, when such materials and services have been delivered and accepted by the County of Camden; and

BE IT FURTHER RESOLVED that each participating Cooperative Member in the Cooperative is hereby authorized to enter into a contract directly with the various vendors listed in the attached schedule pursuant to the terms and conditions of Bid A-49/2014, Six (6) Month Option, after award by its governing body in accordance with applicable law.

LJP:amf

BC-7343

H:\Files-Bids\2015 Meetings\Feb\Resol. Auth. 6 Mo.  
Option of Bid A-49/2014 – Var. Vendors – Auth. 2-19-15

# RESOLUTION

BID A 49-14 Copy & Computer Paper  
 for use under the Camden County Cooperative Pricing System,  
 Identifier No. 57-CCCP5  
 Award Sheet  
 (For use by Camden County as Lead Agent and Cooperative Members)  
 (2014-2015)

VENDOR	ITEMS AWARDED
--------	---------------

WB Mason  
 151 Heller Place  
 Bellmawr, NJ 08031  
 Attn: Bruce Shaw  
 Phone #888-926-2766

PAPER  
 Items: #1, 8  
 (2 Items)

Documents received:  
 No Bid Bond or Consent of Surety required  
 Affirmative Action  
 Non-Collusion Statement  
 Certificate of Ownership  
 Debarment  
 Extension to Co-Operative  
 Business Registration Certificate

Office Basics  
 22 Creek Circle  
 Boothwyn, PA 19061  
 Attn: Katherine Leighton  
 Phone #800-541-5855

PAPER  
 Items: #2, 3, 5, 9  
 (4 Items)

COMPUTER PAPER  
 Items: #4, 5  
 (2 Items)

Documents received:  
 No Bid Bond or Consent of Surety required  
 Affirmative Action  
 Non-Collusion Statement  
 Certificate of Ownership  
 Debarment  
 Extension to Co-Operative  
 Business Registration Certificate

Paper Mart  
 151 Ridgedale Avenue  
 East Hanover, PA 17936  
 Attn: Howard Levey  
 Phone #800-772-2001

PAPER  
 Items: #4, 6, 7, 10, 11, 12,  
 13, 14, 15, 16, 17, 18,  
 19, 20, 21, 22, 23, 24,  
 25, 26, 27, 28, 29, 30,  
 31, 32, 33, 34, 35, 36,  
 37, 38, 39, 40, 41, 42,  
 43, 44, 45, 46, 47, 48,  
 49, 50, 51, 52, 53, 54,  
 55, 56, 57, 58, 59, 60,  
 61, 62, 63, 64, 65, 66,  
 67, 68, 69, 70, 71, 72,  
 73, 74, 75, 76, 77, 78,  
 79, 80, 81, 82, 83  
 (77 Items)

Documents received:  
 No Bid Bond or Consent of Surety required  
 Affirmative Action  
 Non-Collusion Statement  
 Certificate of Ownership  
 Debarment  
 Extension to Co-Operative  
 Business Registration Certificate

Envelopes  
 Items: #1, 2, 3, 4, 5, 6, 7, 8,  
 9, 10, 11, 12, 13, 14,  
 15  
 (15 Items)

Computer Paper  
 Items: #1, 2, 3, 6, 7, 8, 9  
 (7 Items)

Cards  
 Items: #1, 2  
 (2 Items)

Paper Supplies  
 Items: #1  
 (1 Item)

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS  
#15-29

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

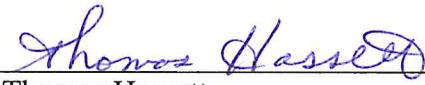
WHEREAS, said New Jersey Statute requires that payment of claims by the fire district shall be by check on the fire district and signed by three commissioners as designated by resolution; and

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: 4/2/15

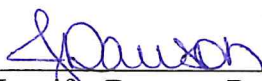
  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

Members	Yes	No	Abstain	Absent
Commissioner Costantino	X			
Commissioner Hassett	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 April 2, 2015.

  
\_\_\_\_\_  
Jennifer Dawson, Business Administrator

Dated: April 2, 2015



P.O. Type: All  
 Range: First to Last  
 Format: Detail without Line Item Notes

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

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	Contract Description	PO Type	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice
15-00088	03/27/15	PPA01										
		Payroll		Fire District #1								
1	3/27/15	Payroll	192.31	5-GN-	-001-101	B ADMINISTRATOR-FIREMATIC	R		03/27/15	03/27/15		
2	3/27/15	Payroll	1,275.00	5-GN-	-001-102	B ADMINISTRATOR-FIRE DISTRICT	R		03/27/15	03/27/15		
3	3/27/15	Payroll	1,000.00	5-GN-	-001-105	B COMMISSIONERS	R		03/27/15	03/27/15		
4	3/27/15	Payroll	211.54	5-GN-	-003-101	B Fire official	R		03/27/15	03/27/15		
5	3/27/15	Payroll	19.23	5-GN-	-003-103	B Fire official Assistant	R		03/27/15	03/27/15		
6	3/27/15	Payroll	2,598.81	5-GN-	-002-110	B FIREMEN	R		03/27/15	03/27/15		
7	3/27/15	Payroll	2,702.77	5-GN-	-002-110	B FIREMEN	R		03/27/15	03/27/15		
8	3/27/15	Payroll	500.00	5-GN-	-001-201	B ELECTION	R		03/27/15	03/27/15		
9	3/27/15	Payroll	244.65	5-GN-	-001-301	B SOCIAL SECURITY	R		03/27/15	03/27/15		
10	3/27/15	Payroll	25.57	5-GN-	-001-303	B UNEMPLOYMENT COMPENSATION	R		03/27/15	03/27/15		
11	3/27/15	Payroll	358.21	5-GN-	-002-301	B SOCIAL SECURITY-FIREMEN	R		03/27/15	03/27/15		
12	3/27/15	Payroll	42.38	5-GN-	-002-303	B UNEMPLOYMENT COMPENSATION-FIRE	R		03/27/15	03/27/15		
			9,170.47									

Total Purchase Orders: 1 Total P.O. Line Items: 12 Total List Amount: 9,170.47 Total Void Amount: 0.00

P.O. Type: A11  
Range: First to Last  
Format: Detail without Line Item Notes

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

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type Description	Contract PO Type	Stat/chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
15-00073	03/13/15	PPA01									
		payroll			Fire District #1						
1	3/13/15	Payroll	192.31	5-GN-	-001-101	B ADMINISTRATOR-FIREMATIC	R	03/19/15	03/19/15		
2	3/13/15	Payroll	1,275.00	5-GN-	-001-102	B ADMINISTRATOR-FIRE DISTRICT	R	03/19/15	03/19/15		
3	3/13/15	Payroll	211.54	5-GN-	-003-101	B Fire official	R	03/19/15	03/19/15		
4	3/13/15	Payroll	19.23	5-GN-	-003-103	B Fire official Assistant	R	03/19/15	03/19/15		
5	3/13/15	Payroll	2,598.81	5-GN-	-002-110	B FIREMEN	R	03/19/15	03/19/15		
6	3/13/15	Payroll	2,702.77	5-GN-	-002-110	B FIREMEN	R	03/19/15	03/19/15		
7	3/13/15	Payroll	152.06	5-GN-	-002-111	B OVERTIME & SICKTIME BUYBACK	R	03/19/15	03/19/15		
8	3/13/15	Payroll	146.21	5-GN-	-002-111	B OVERTIME & SICKTIME BUYBACK	R	03/19/15	03/19/15		
9	3/13/15	Payroll	129.91	5-GN-	-001-301	B SOCIAL SECURITY	R	03/19/15	03/19/15		
10	3/13/15	Payroll	13.59	5-GN-	-001-303	B UNEMPLOYMENT COMPENSATION	R	03/19/15	03/19/15		
11	3/13/15	Payroll	381.00	5-GN-	-002-301	B SOCIAL SECURITY-FIREMEN	R	03/19/15	03/19/15		
12	3/13/15	Payroll	44.82	5-GN-	-002-303	B UNEMPLOYMENT COMPENSATION-FIRE	R	03/19/15	03/19/15		
			7,867.25								

Total Purchase Orders: 1 Total P.O. Line Items: 12 Total List Amount: 7,867.25 Total Void Amount: 0.00

March 30, 2015  
01:30 PM

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

Page No: 1

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	
15-00066	03/19/15	PFRS1	POLICE & FIREMEN'S RETIREMENT	2015 PFRS Appropriations Bill	Open	16,425.00	0.00	
15-00067	03/19/15	PERS2	Public Emp Retirement Sys.	2015 PERS Appropriation Bill	Open	15,728.00	0.00	
Total Purchase Orders:		2	Total P.O. Line Items:	0	Total List Amount:	32,153.00	Total Void Amount:	0.00

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
15-00068	03/19/15	PHH01	PINE HILL HARDWARE, INC.	February Hardware Bills	Open	58.82	0.00
15-00069	03/19/15	AMER1	AMERIHEALTH INS CO OF N.J.	April Health Insurance Bill	Open	5,906.54	0.00
15-00070	03/19/15	FIR001	First Responder JIF	Second Installment Bill	Open	23,585.00	0.00
15-00071	03/19/15	TTU01	THIS & THAT UNIFORMS	M-65 Jackets	Open	625.00	0.00
15-00072	03/19/15	VAE001	VINELAND AUTO ELECTRIC, INC.	Truck Repairs	Open	1,038.83	0.00
15-00074	03/19/15	CAS01	CASA PAYROLL SERVICE, LLC	March Payroll Service Charges	Open	154.50	0.00
15-00075	03/19/15	TG001	TOWNSHIP OF GLOUCESTER	February Fuel Bill	Open	671.16	0.00
15-00076	03/19/15	DLF01	DELAGÉ LANDEN FINANCIAL	March Copier Lease	Open	135.00	0.00
15-00077	03/19/15	OB001	OFFICE BASICS, INC.	Office Supplies	Open	48.86	0.00
15-00078	03/19/15	COU01	Courier Post	Legal Notice Meeting Reschedul	Open	38.10	0.00
15-00079	03/20/15	SJTP1	SJTP	Server Upgrades	Open	2,594.00	0.00
15-00080	03/20/15	KMC01	KALER MOTOR COMPANY, LLC	On Board Charger Replacement	Open	501.25	0.00
15-00081	03/20/15	DC003	DANIEL CAROSIELLO	Fill In Firefighter 3/18/15	Open	115.36	0.00
15-00082	03/20/15	SR001	STEVEN V. RABCHUK	Fill In Firefighter 3/19/15	Open	230.72	0.00
15-00083	03/20/15	MB00001	Matthew Buchhofer	Fill In Firefighter 3/20/15	Open	201.88	0.00
15-00084	03/23/15	HBC03	HORIZON BCBS OF NEW JERSEY	April Dental Insurance	Open	285.16	0.00
15-00085	03/23/15	AP001	AIRPOWER INTERNATIONAL, INC.	In House Air System Contract	Open	1,400.00	0.00
15-00086	03/26/15	CASH1	Petty Cash	Jen's Petty Cash Replenishment	Open	84.00	0.00
15-00087	03/27/15	PHFD1	PINE HILL FIRE DEPT.	April Fire Department Lease	Open	8,263.36	0.00
15-00089	03/30/15	BOW01	BOWMAN & COMPANY LLP	2015 Auditing Services	Open	11,710.00	0.00
15-00090	03/30/15	FC0001	Frederick Caramiello	Fill In Firefighter 3/30/15	Open	115.36	0.00
15-00092	03/30/15	DC001	DAVID F. CARLAMERE	April Professional Service	Open	375.00	0.00

Total Purchase Orders: 22 Total P.O. Line Items: 0 Total List Amount: 58,137.90 Total Void Amount: 0.00




FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
#15-30  
RESOLUTION  
FOR CLOSED SESSION

WHEREAS: The Open Public Meetings Act of the State of New Jersey permits certain conditions and situations when a Public Body as the Board of Fire Commissioners may exclude the public and discuss certain matters in closed session, and

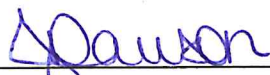
WHEREAS: The Board of Fire Commissioners has determined that there does exist a need to discuss matters of Personnel, Litigation, Collective Bargaining/Contract Negotiation, Purchase or Sale of Real Estate, Law Enforcement Techniques or Investigation of Violation of Law, matters of Attorney Client Privilege, matters of Employment, The Board of Fire Commissioners.

NOW THEREFORE, It is herein Resolved and Approved that the Board of Fire Commissioners shall discuss certain matters in closed session.

DATED: 5/7/15

  
\_\_\_\_\_  
Thomas Hassett  
Secretary

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held May 7, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Business Administrator

Pine Hill Fire District #1  
Salary Guide  
Contract Years 2014-2017

New Hires

Year 1	37,960
Year 2	38,720
Year 3	39,490
Year 4	40,280

Firefighter

2014	66,244	*
2015	67,569	*
2016	68,920	*
2017	70,299	*

Captain

2014	68,894	*
2015	70,272	*
2016	71,677	*
2017	73,111	*

\*= previously approved

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS  
#15-31

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: 5/7/15

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

Members	Yes	No	Abstain	Absent
Commissioner Costantino				
Commissioner Hassett				
Commissioner Waddington				
Commissioner Wakeley				
Commissioner Warrington				

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 May 7, 2015.

  
\_\_\_\_\_  
Jennifer Dawson, Business Administrator

Dated: May 7, 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
15-00091	03/30/15	SJTP1	SJTP	ID Card Supplies	Open	208.00	0.00
15-00093	04/01/15	SJW01	S.J.Welding Supply, Inc.	March and Apri Cylinder Rental	Open	92.66	0.00
15-00096	04/27/15	SJTP1	SJTP	Installation of Computer Parts	Open	1,000.00	0.00
15-00097	04/27/15	HALE01	HALE TRAILER BRAKE & WHEEL	Misc Parts and Supplies	Open	68.62	0.00
15-00098	04/27/15	FSS01	FIRE & SAFETY SERVICE, LTD	Door Switch Ladder Truck	Open	15.05	0.00
15-00099	04/27/15	HBC03	HORIZON BCBS OF NEW JERSEY	May Health Insurance Bill	Open	285.16	0.00
15-00100	04/27/15	AMER1	AMERIHEALTH INS CO OF N.J.	May Health Insurance Bill	Open	5,906.54	0.00
15-00101	04/27/15	CCC01	CAMDEN COUNTY COLLEGE	Training Classes	Open	1,035.00	0.00
15-00102	04/27/15	TG001	TOWNSHIP OF GLOUCESTER	March Fuel Bill	Open	502.20	0.00
15-00103	04/27/15	OB001	OFFICE BASICS, INC.	Misc Office Supplies	Open	242.46	0.00
15-00104	04/27/15	GR001	GRAINGER	Flag Storage Box	Open	44.30	0.00
15-00105	04/27/15	EMS CS	EMS CONSULTING SERVICES, LLC	Winter Emergencies Education	Open	175.00	0.00
15-00106	04/27/15	TTU01	THIS & THAT UNIFORMS	Explorer's Shirts	Open	264.00	0.00
15-00107	04/27/15	KHS06	KENNEDY HEALTH SYSTEM - EMS	March and April Management Fee	Open	2,834.00	0.00
15-00108	04/27/15	COU01	Courier Post	Advertisements	Open	100.50	0.00
15-00109	04/27/15	PHFD1	PINE HILL FIRE DEPT.	Monthly Lease and Expenses	Open	8,366.26	0.00
15-00110	04/27/15	DC001	DAVID F. CARLAMERE	May Monthly Professional Serv	Open	375.00	0.00
15-00111	05/04/15	FC0001	Frederick Caramiello	Fill In Firefighter 4/28/15	Open	115.36	0.00
15-00112	05/04/15	WR003	WILLIAM G. ROWAND, JR.	Fill In Firefighter 4/30/15	Open	115.36	0.00
15-00113	05/04/15	JGJ001	JAMES GORDON, JR.	Fill In Firefighter 4/25/15	Open	43.26	0.00
15-00114	05/04/15	TCC01	TEKK COMM COMMUNICATIONS	Chargers	Open	275.70	0.00
15-00115	05/05/15	CAS01	CASA PAYROLL SERVICE, LLC	April Payroll Invoices	Open	183.50	0.00
15-00116	05/05/15	AP001	AIRPOWER INTERNATIONAL, INC.	Emergency Service	Open	327.00	0.00

Total Purchase Orders: 23 Total P.O. Line Items: 0 Total List Amount: 22,574.93 Total Void Amount: 0.00

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
15-00118	04/24/15	PPA01	Payroll Fire District #1	04/24/15 Payroll	Open	8,903.11	0.00
15-00119	05/06/15	PPA01	Payroll Fire District #1	4/10/15 Payroll	Open	7,543.76	0.00

Total Purchase Orders: 2 Total P.O. Line Items: 0 Total List Amount: 16,446.87 Total Void Amount: 0.00

Bills 22,574.93+  
April P/R 16,446.87+  
39,021.80\*\*

**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION  
SALARIES AND HOURS FOR FIRE INSPECTORS  
#15-32**

WHEREAS, The Board of Fire Commissioners did establish certain salary and hours for employees of the Fire District as part of the year 2015 budget approval process, and

WHEREAS, said year 2015 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 and hours for Fire District employees.

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

<u>Position</u>	<u>Hours/Salary</u>
Fire Inspector 1	2 Hours Per Day of the 8 Hours Scheduled/10 Hours Per Week *
Fire Inspector 2	2 Hours Per Day of the 8 Hours Scheduled/10 Hours Per Week *

\*Rate is set by Hourly Rate in 2014-2017 Pine Hill Career Firefighter's Contract this will not result in overtime or extra hours. The 2 Hours per day are part of the daily hours of 8 hours per day not in addition to them.

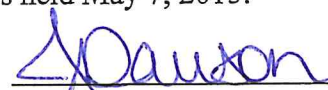
DATED: May 7, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

Members	Yes	No	Abstain	Absent
Commissioner Costantino				
Commissioner Hassett				
Commissioner Waddington				
Commissioner Wakeley				
Commissioner Warrington				

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held May 7, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Business Administrator



**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION  
TO SET RATE FOR FILL IN FIREFIGHTERS  
#15-33**

WHEREAS, The Board of Fire Commissioners did establish certain stipends for employees of the Fire District as part of the year 2015 budget approval process, and


WHEREAS, said year 2015 budget has received New Jersey Department of Community Affairs, Local Finance Board and voter approval, and

WHEREAS, The board desires to confirm the established stipend for Fire District Fill In Firefighters,

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

<u>Position</u>	<u>Hours/Salary</u>
Fill In Firefighter	8 Hours per Day at a rate of \$14.42/hour or \$115.36 per shift

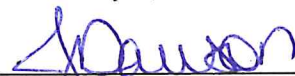
**DATED:**     May 7, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

Members	Yes	No	Abstain	Absent
Commissioner Costantino				
Commissioner Hassett				
Commissioner Waddington				
Commissioner Wakeley				
Commissioner Warrington				

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held May 7, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Business Administrator

**THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT #1, BOROUGH OF PINE HILL, CAMDEN  
COUNTY, NEW JERSEY  
RESOLUTIN TO REMOVE DISPOSE FROM INVENTORY  
#15-34**

**WHEREAS.** The Board has determined that certain items of inventory are outdated and of no use or benefit to the fire district, and

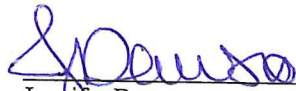
**WHEREAS.** The Board has determined to remove the attached listed items from inventory

**NOW THEREFORE,** it is herein resolved and approved that the attached be removed from inventory and disposed of

**DATED:** May 7, 2015

  
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

I, Jennifer Dawson do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held May 7, 2015.

  
\_\_\_\_\_  
Jennifer Dawson  
Fire District Business Administrator

## Radio Equipment to get rid of

- Jetbook laptop
- Panasonic laptop
- Old instalert
- Motorola mobile M1225 (old band)
- Motorola mobile GM300 (old band)
- Motorola HT 440 and charger
- 2 Motorola HT 1000 and charger
- 8 minitor 2 chargers (don't work)
- minitor 2 amplified charger
- Motorola HT 600 (no battery)
- 14 minitor 2 pagers (some with no case or broken case)
- Old PD mobile
- 3 nextel phones and chargers
- Nextel phone cases
- Motorola HT 750 mic (broken)
- Head set for Ladder (broken)
- 2 Motorola HT 440 chargers
- Quickmount mobile
- 2 radioshack weather scanners
- box misc. portable chargers (old radios)
- motorola minitor 3/4 chargers (broken)

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS  
#15-35

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: 6/4/15

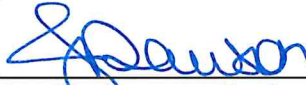
\_\_\_\_\_  
Thomas Hassett  
Commission Secretary

Record of Vote:

Members	Yes	No	Abstain	Absent
Commissioner Costantino	X			
Commissioner Hassett			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 June 4, 2015.

  
\_\_\_\_\_  
Jennifer Dawson, Business Administrator

Dated: June 4, 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
15-00095	04/23/15	DLF01	DELAGE LANDEN FINANCIAL	Monthly Lease for Copier	Open	270.00	0.00
15-00103	04/27/15	OB001	OFFICE BASICS, INC.	Misc Office Supplies	Open	104.66	0.00
15-00117	05/05/15	FCFA001	FIRST CHOICE FIRE APPARATUS	Change Order #1	Open	1,855.00	0.00
15-00120	05/20/15	WR003	WILLIAM G. ROWAND, JR.	5/11,5/15,5/18,5/19,5/20,5/29	Open	713.79	0.00
15-00121	05/20/15	JGR01	JOHN GREER	Fire Expo Reimbursment	Open	115.24	0.00
15-00122	05/20/15	CASH1	Petty Cash	Chief Petty Cash Reimbursment	Open	74.18	0.00
15-00123	05/20/15	LR001	LOUIS ROSNER	Professional Services April	Open	577.50	0.00
15-00124	05/20/15	AMER1	AMERIHEALTH INS CO OF N.J.	June Health Insurance	Open	5,906.54	0.00
15-00125	05/20/15	FCFA001	FIRST CHOICE FIRE APPARATUS	Change Order #2	Open	2,108.00	0.00
15-00126	05/20/15	FCFA001	FIRST CHOICE FIRE APPARATUS	Change Order #3	Open	2,450.00	0.00
15-00127	05/21/15	SJTP1	SJTP	Server Cabinet Mount Instal	Open	360.00	0.00
15-00128	05/26/15	DC001	DAVID F. CARLAMERE	Professional Services	Open	375.00	0.00
15-00129	05/26/15	KM000001	Kieran McCarthy	Fill In Firefighter 5/21	Open	115.36	0.00
15-00130	05/26/15	MB00001	Matthew Buchhofer	Fill In Firefighter 5/22	Open	115.36	0.00
15-00131	05/26/15	CASH1	Petty Cash	Administrator Petty Cash	Open	96.25	0.00
15-00132	05/26/15	EF001	ECHELON FORD	Oil Change Chief's Vehicle	Open	72.17	0.00
15-00133	05/26/15	HBC03	HORIZON BCBS OF NEW JERSEY	June Dental Insurance	Open	285.16	0.00
15-00134	05/26/15	VCI01	VCI, Inc.	Lettering Chief's Vehicle	Open	765.00	0.00
15-00135	05/26/15	NAT01	Nat Alexander Company	Misc Supplies	Open	95.00	0.00
15-00136	05/26/15	SJTP1	SJTP	Remote Backup	Open	1,200.00	0.00
15-00137	05/26/15	KMC01	KALER MOTOR COMPANY, LLC	Vehicle Repairs	Open	2,239.00	0.00
15-00138	05/26/15	PHH01	PINE HILL HARDWARE, INC.	Misc Supplies	Open	75.18	0.00
15-00139	05/26/15	WB MASON	W.B.MASON	Office Supplies	Open	67.99	0.00
15-00140	05/27/15	JFI01	JOSEPH FAZZIO, INC.	Brush Truck Supplies	Open	120.89	0.00
15-00141	06/02/15	DP000001	Drive Proof, Inc.	Cameras for Trucks	Open	1,296.91	0.00
15-00142	06/02/15	SJW01	S.J.Welding Supply, Inc.	May Cylinder Rentals	Open	47.09	0.00
15-00143	06/02/15	TG001	TOWNSHIP OF GLOUCESTER	May Fuel Bill	Open	607.37	0.00
15-00144	06/02/15	PHFD1	PINE HILL FIRE DEPT.	June Expenses	Open	8,263.36	0.00
15-00145	06/02/15	HALE01	HALE TRAILER BRAKE & WHEEL	Oil Absorber	Open	28.25	0.00

Total Purchase Orders: 29 Total P.O. Line Items: 0 Total List Amount: 30,400.25 Total Void Amount: 0.00

June 2, 2015  
04:42 PM

PINE HILL FIRE DISTRICT #1  
Check Payment Batch Verification Listing

Page No: 1

Batch Id: JD Batch Type: C Batch Date: 06/22/15 Checking Account: GENERAL G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

Check No.	Check Date	Vendor # Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item Description		Description					
	06/22/15	SILLC001 Santander Leasing LLC		P.O. Box 14565					
15-00146	06/02/15	1 2015 Pumper Truck Lease Pmt	43,060.97	5-GN- -713-715		Budget	Aprv	1	1
				CAPITAL LEASES					
15-00146	06/02/15	2 2015 Pumper Truck Lease Pmt	12,331.90	5-GN- -715-715		Budget	Aprv	2	1
				CAPITAL LEASES					
			<u>55,392.87</u>						

Checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	1	2	55,392.87

There are NO errors or warnings in this listing.