

Pine Hill Fire District #1
Regular Meeting Minutes
August 4, 2022

MEETING CALLED TO ORDER: Meeting was called to order by Chairman Waddington at 7:30 P.M. Chairman Waddington led the salute to the flag and read a statement regarding the Open Public Meetings Act.

ROLL CALL: Commissioner Hagarty – present, Commissioner Hassett – present, Commissioner Warrington – present, Commissioner Wakeley – present, Commissioner Waddington – present

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

MINUTES: Chairman Waddington asked if there were any questions regarding the minutes for the meeting held on July 7, 2022. There were none. A motion to approve the minutes was made by Commissioner Hagarty and seconded by Commissioner Hassett. Motion passed with four yes votes. Commissioner Waddington abstained.

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

OLD BUSINESS:

Committee Chair Reports:

- **Fire Equipment and Apparatus Liaison:** Commissioner Wakeley stated that the Ladder committee met with two vendors for a potential new ladder truck.
- **Community Relations Liaison:** Nothing to report
- **Information Technology and Equipment Commissioner:** Nothing to report
- **Insurance Fund Commissioner:** Commissioner Hassett reported that there was an accident with the ambulance. Administrator Campanella said that the insurance company has been notified.
- **Fire Prevention Commissioner:** Commissioner Hassett said that preparations are beginning for fire prevention week.
- **EMS Liaison:** Commissioner Warrington said that there were some minor glitches with EMS recently. He is working with the Chief and Deputy Chief on these issues. There were two no shows and there were some personnel changes.

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NEW BUSINESS: Chairman Waddington asked if there were any questions regarding the resolutions on the agenda. There were none. A motion to vote on resolution 22-19, approval of payment of bills, was made by Commissioner Hassett and seconded by Commissioner Hagarty.

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

A motion to vote on resolution 22-20, renewal of membership in the JIF, was made by Commissioner Hassett and seconded by Commissioner Hagarty.

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

Appointment of a 2023 Budget Committee: Chairman Waddington said that it is time to appoint a budget committee for next year's budget. A motion was made by Commissioner Warrington and seconded by Commissioner Hassett to appoint Commissioners Waddington and Hagarty to the 2023 budget committee. All were in favor. Motion passed.

FIRE CHIEF'S REPORT: See attached report. Chairman Waddington asked if the Chief wanted to discuss or add anything to his report. Chief Hunter said that parts to repair the ladder truck have been ordered. Once the parts arrive, that truck will be scheduled for repairs. The truck will be out of service for 4 to 6 weeks. Chief Hunter said that he is looking into renting a ladder truck while the truck is out of service.

Chief Hunter said that he checked with the Houston Galveston Coop and we are still members. Ford is not making any Expeditions in 2023, but Chevy Tahoe's are available for approximately \$52,000 before stripping and lights.

FIRE OFFICIAL'S REPORT: See attached reports for March and April.

FIRE DISTRICT ADMINISTRATOR'S REPORT: See attached report

Chairman Waddington asked if there were any questions regarding the reports presented. There were none. A motion to approve all reports presented was made by Commissioner Warrington and seconded by Commissioner Hagarty. All were in favor. Motion passed with five yes votes.

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

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There was no public participation.

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

CLOSED SESSION: Chairman Waddington said that there is a need to have a closed session to discuss personnel issues. A motion to enter closed session was made by Commissioner Warrington and seconded by Commissioner Hagarty. Motion passed. Closed session began at 7:41 p.m.

RESUME PUBLIC PORTION OF MEETING: Chairman Waddington called the meeting back to order at 8:08 p.m. and asked for a roll call.

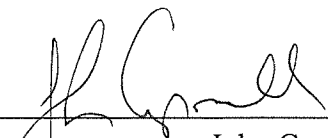
ROLL CALL: Commissioner Hagarty – present, Commissioner Hassett – present, Commissioner Warrington – present, Commissioner Wakeley – present, Commissioner Waddington – present

Chairman Waddington announced that there were no decisions made or votes taken in the closed session. The personnel issue is still pending.

ADJOURNMENT: Chairman Waddington asked if there were any other issues that needed to be addressed. Chief Hunter said that he and the Deputy Chief will be attention the convention from August 23rd to August 26th. A motion to adjourn was made by Commissioner Warrington and seconded by Commissioner Hagarty. All were in favor. Motion passed.

The meeting adjourned at 8:09 p.m.


James Wakeley
Commission Secretary


John Campanella
Fire District Business Administrator

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1
BOROUGH OF PINE HILL
AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS
#22-19

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


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

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

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

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

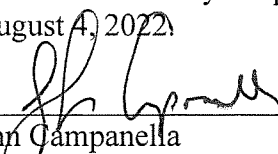
DATED: August 4, 2022


James Wakeley
Commission Secretary

Record of Vote:

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

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held on August 4, 2022.


John Campanella
Business Administrator

P.O. Type: All
Range: First to Last
Format: Condensed

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

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
22-00001	01/06/22	DC001 DAVID F. CARLAMERE	SOLICITOR'S FEES FOR 2022	Open	450.00	0.00	
22-00228	07/20/22	SOUTH005 SOUTH JERSEY GLASS & DOOR	PLEXIGLASS FOR TRAINING ROOM	Open	188.66	0.00	
22-00229	07/25/22	PHFD1 PINE HILL FIRE DEPT.	MONTHLY RENT PAYMENT - AUGUST	Open	6,988.70	0.00	
22-00230	07/25/22	STATE005 State of NJ Health Benefits	AUGUST 2022 HEALTH PREMIUMS	Open	10,982.04	0.00	
22-00231	07/25/22	CASH1 PETTY CASH	AUGUST ADVANCE DUTY C. MEALS	Open	1,050.00	0.00	
22-00232	07/25/22	AIRGA005 AIRGAS USA, LLC	CYLINDER RENTAL	Open	13.20	0.00	
22-00233	07/25/22	CAS01 CASA PAYROLL SERVICE, LLC	INVOICES FOR JULY PAYROLL	Open	303.30	0.00	
22-00234	07/25/22	JHART005 J. HARTE ASSOCIATES LLC	MONTHLY BILL FOR AUGUST	Open	1,291.49	0.00	
22-00235	07/25/22	TG001 TOWNSHIP OF GLOUCESTER	FUEL BILL FOR JUNE 2022	Open	2,166.93	0.00	
22-00236	07/25/22	KYOCE010 KYOCERA DOCUMENT SOLUTIONS	60 MONTH COPIER LEASE	Open	87.62	0.00	
22-00237	07/25/22	FIR001 First Responder JIF	FINAL INSTALLMENT ASSESSMENT	Open	28,602.00	0.00	
22-00238	07/29/22	ACL01 A Cloud Welding, LLC	WELDING REPAIRS TO LADDER TRUC	Open	475.00	0.00	
22-00239	07/29/22	TG001 TOWNSHIP OF GLOUCESTER	PREV. MAINT ON LADDER TRUCK	Open	1,015.07	0.00	
22-00240	07/29/22	TG001 TOWNSHIP OF GLOUCESTER	PREV. MAINT ON SQUAD TRUCK	Open	740.22	0.00	
22-00241	07/29/22	COU01 Courier Post	LEGAL NOTICE REGARDING ELECTIO	Open	93.80	0.00	
22-00242	07/29/22	JAMBE005 JamBers Corporate Imaging	UNIFORMS	Open	1,556.00	0.00	
22-00243	07/29/22	AMAZO005 AMAZON CAPITAL SERVICES, INC.	BAGGIES FOR EMS OPERATIONS	Open	26.97	0.00	
22-00244	07/29/22	SALVA005 Salvator Pizzo	REFRESHMENTS FOR TRAINING	Open	115.09	0.00	
22-00245	07/29/22	ACTIO005 Action Uniform Co. LLC	UNIFORM ITEMS FOR OFFICERS	Open	1,974.17	0.00	
22-00246	07/29/22	ACTIO005 Action Uniform Co. LLC	CLASS B UNIFORM - J. STINSMAN	Open	215.00	0.00	
22-00247	07/29/22	PAUL1 Paul's Custom Awards, Inc.	PLAQUES	Open	50.00	0.00	
22-00248	07/29/22	BTM001 BOUND TREE MEDICAL,LLC	EMS SUPPLIES	Open	145.09	0.00	
22-00249	07/29/22	VCI01 VCI, INC.	DOOR DECAL	Open	150.00	0.00	
22-00250	07/31/22	BTM001 BOUND TREE MEDICAL,LLC	EMS SUPPLIES	Open	156.99	0.00	
22-00251	07/31/22	BOA00001 Bank of America	P CARD CHARGES FOR JULY 2022	Open	3,782.72	0.00	
22-00252	08/01/22	ACTIO005 Action Uniform Co. LLC	CLASS B UNIFORM - L. JOHNSON	Open	215.00	0.00	
22-00253	08/01/22	ZOLL005 ZOLL DATA SYSTEMS	SEPTEMBER INVOICE EMS CHARTING	Open	191.25	0.00	
22-00254	08/01/22	IMC01 INTERSTATE MOBILE CARE	PHYSICALS - J. VEGA & N. WOODS	Open	558.00	0.00	
22-00255	08/01/22	IMC01 INTERSTATE MOBILE CARE	PHYSICALS FOR 4 FIREFIGHTERS	Open	1,116.00	0.00	
22-00256	08/02/22	CCC01 CAMDEN COUNTY COLLEGE	Continuing Education - J. Duva	Open	851.00	0.00	
22-00257	08/03/22	PHH01 PINE HILL HARDWARE, INC.	MISCELLANEOUS ITEMS	Open	68.42	0.00	
22-00258	08/03/22	HALE01 HALE TRAILER BRAKE & WHEEL	CONTAINER RENTAL	Open	295.00	0.00	
22-00259	08/03/22	WB MASON W.B. MASON CO., INC.	GATORADE & WATER FOR FIRE DEPT	Open	272.85	0.00	

Total Purchase Orders: 33 Total P.O. Line Items: 0 Total List Amount: 66,187.58 Total Void Amount: 0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
GENERAL	2-GN	66,187.58	0.00	66,187.58	0.00	0.00	66,187.58
Total of All Funds:		<u>66,187.58</u>	<u>0.00</u>	<u>66,187.58</u>	<u>0.00</u>	<u>0.00</u>	<u>66,187.58</u>

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 11942 to 11973
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
11942	08/04/22	ACL01 A Cloud welding, LLC	475.00		1118
11943	08/04/22	ACTIO005 Action Uniform Co. LLC	1,974.17		1118
11944	08/04/22	ACTIO005 Action Uniform Co. LLC	215.00		1118
11945	08/04/22	ACTIO005 Action Uniform Co. LLC	215.00		1118
11946	08/04/22	AIRGA005 AIRGAS USA, LLC	13.20		1118
11947	08/04/22	AMAZO005 AMAZON CAPITAL SERVICES, INC.	26.97		1118
11948	08/04/22	BOA00001 Bank of America	3,782.72		1118
11949	08/04/22	BTM001 BOUND TREE MEDICAL,LLC	302.08		1118
11950	08/04/22	CAS01 CASA PAYROLL SERVICE, LLC	303.30		1118
11951	08/04/22	CASH1 PETTY CASH	1,050.00		1118
11952	08/04/22	CCC01 CAMDEN COUNTY COLLEGE	851.00		1118
11953	08/04/22	COU01 Courier Post	93.80		1118
11954	08/04/22	DC001 DAVID F. CARLAMERE	450.00		1118
11955	08/04/22	FIR001 First Responder JIF	28,602.00		1118
11956	08/04/22	HALE01 HALE TRAILER BRAKE & WHEEL	295.00		1118
11957	08/04/22	IMC01 INTERSTATE MOBILE CARE	558.00		1118
11958	08/04/22	IMC01 INTERSTATE MOBILE CARE	1,116.00		1118
11959	08/04/22	JAMBE005 JamBers Corporate Imaging	1,556.00		1118
11960	08/04/22	JHART005 J. HARTE ASSOCIATES LLC	1,291.49		1118
11961	08/04/22	KYOCE010 KYOCERA DOCUMENT SOLUTIONS	87.62		1118
11962	08/04/22	PAUL1 Pauls Custom Awards, Inc.	50.00		1118
11963	08/04/22	PHFD1 PINE HILL FIRE DEPT.	6,988.70		1118
11964	08/04/22	PHH01 PINE HILL HARDWARE, INC.	68.42		1118
11965	08/04/22	SALVA005 Salvator Pizzo	115.09		1118
11966	08/04/22	SOUTH005 SOUTH JERSEY GLASS & DOOR	188.66		1118
11967	08/04/22	STATE005 State of NJ Health Benefits	10,982.04		1118
11968	08/04/22	TG001 TOWNSHIP OF GLOUCESTER	2,166.93		1118
11969	08/04/22	TG001 TOWNSHIP OF GLOUCESTER	1,015.07		1118
11970	08/04/22	TG001 TOWNSHIP OF GLOUCESTER	740.22		1118
11971	08/04/22	VCI01 VCI, INC.	150.00		1118
11972	08/04/22	WB MASON W.B. MASON CO., INC.	272.85		1118
11973	08/04/22	ZOLLD005 ZOLL DATA SYSTEMS	191.25		1118

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	32	0	66,187.58	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	32	0	66,187.58	0.00

Totals by Year-Fund
Fund Description

Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
GENERAL	2-GN	66,187.58	0.00	0.00	66,187.58
Total of All Funds:		<u>66,187.58</u>	<u>0.00</u>	<u>0.00</u>	<u>66,187.58</u>

Range of Accounts: 2-First to 2-Last
 Range of Dates: 07/01/22 to 07/29/22
 Range of Reason Codes: ALL
 Add: N Changes: N Transfers In: N
 Transfers Out: N Expenditures: Y Refunds: N
 Reimbursements: N Encumbrances: N Cancels: N
 Include Non-Budgeted: Y Check Payments: N
 YTD 1099: N PO Encumbrances: N Contract Encm: N

Account No	Account Description	Vendor/Source	Amount	User	Item #
Date	Type	Transaction Data/Comment			
2-GN- -001-101	FIRE CHIEF				
07/15/22	Expd	CHIEF - Pay Date 7/15/2022	4,546.85	JC	B 537 1
07/29/22	Expd	CHIEF - Pay Date 7/29/22	4,546.85	JC	B 538 1
Total Expenditures:		2	9,093.70		
2-GN- -001-102	District Business Administrator				
07/15/22	Expd	ADMINISTRATORS - Pay Date 7/15/2022	1,112.54	JC	B 537 2
Total Expenditures:		1	1,112.54		
2-GN- -001-105	Fire Commissioners				
07/29/22	Expd	COMMISSIONERS - Pay Date 7/29/2022	1,083.35	JC	B 538 4
Total Expenditures:		1	1,083.35		
2-GN- -001-210	Payroll Administrative Costs				
07/29/22	Expd	Bank Fee for JULY 2022	18.95	JC	B 538 14
Total Expenditures:		1	18.95		
2-GN- -001-301	Federal Payroll Taxes - Administrative				
07/15/22	Expd	FICA ADMIN - Pay Date 7/15/2022	394.12	JC	B 537 15
07/29/22	Expd	FICA ADMIN - Pay Date 7/29/2022	570.35	JC	B 538 15
Total Expenditures:		2	964.47		
2-GN- -001-303	State Payroll Taxes - Administrative				
07/15/22	Expd	STATE WAGE TAX ADMIN - Pay Date 7/15/202	39.61	JC	B 537 16
07/29/22	Expd	STATE WAGE TAX ADMIN - Pay Date 7/29/202	55.75	JC	B 538 16
Total Expenditures:		2	95.36		
2-GN- -002-110	Firefighters				
07/15/22	Expd	FIREFIGHTERS - Pay Date 7/15/2022	12,383.37	JC	B 537 7
07/29/22	Expd	FIREFIGHTERS - Pay Date 7/29/2022	12,383.36	JC	B 538 7
Total Expenditures:		2	24,766.73		
2-GN- -002-111	Overtime & Sicktime Buyback				
07/15/22	Expd	OVERTIME - Pay Date 7/15/2022	377.07	JC	B 537 8
Total Expenditures:		1	377.07		
2-GN- -002-226	Weekend & Overnight Duty Crews				
07/15/22	Expd	DUTY CREW STIPENDS - Pay Date 7/15/2022	3,472.00	JC	B 537 11
07/29/22	Expd	DUTY CREW STIPENDS - Pay Date 7/29/2022	3,248.00	JC	B 538 11

Account No	Account Description	Transaction Data/Comment	Vendor/Source	Amount	User	Item #
Date	Type					
2-GN- -002-226	Weekend & Overnight Duty Crews	Continued				
Total Expenditures:	2	6,720.00				
2-GN- -002-228	Stipends - Fill In Firefighters					
07/15/22 Expd		FILL-IN FIREFIGHTERS - Pay Date 7/15/22		224.00	JC	B 537 12
07/29/22 Expd		FILL-IN FIREFIGHTERS - Pay Date 7/29/22		901.00	JC	B 538 12
Total Expenditures:	2	1,125.00				
2-GN- -002-301	FICA - Firefighters					
07/15/22 Expd		FICA FIREFIGHTERS - Pay Date 7/15/2022		1,219.53	JC	B 537 18
07/29/22 Expd		FICA FIREFIGHTERS - Pay Date 7/29/2022		1,225.40	JC	B 538 18
Total Expenditures:	2	2,444.93				
2-GN- -002-303	State Payroll Taxes - Firefighters					
07/15/22 Expd		STATE WAGE TAX FF'S - Pay Date 7/15/2022		61.55	JC	B 537 19
07/29/22 Expd		STATE WAGE TAX FF'S - Pay Date 7/29/2022		62.08	JC	B 538 19
Total Expenditures:	2	123.63				
2-GN- -002-304	Health Insurance - Firefighters					
07/15/22 Expd		J. Gordon Jr. Health Ins. reimb. 7/15/20		129.83	JC	B 537 9
07/29/22 Expd		J. Gordon Jr. Health Ins. reimb. 7/29/20		129.83	JC	B 538 9
Total Expenditures:	2	259.66				
2-GN- -003-101	Fire Official					
07/29/22 Expd		FIRE MARSHAL - Pay Date 7/29/2022		1,916.67	JC	B 538 5
Total Expenditures:	1	1,916.67				
2-GN- -003-102	Fire Inspectors					
07/29/22 Expd		FIRE INSPECTOR - Pay Date 7/29/2022		416.67	JC	B 538 6
Total Expenditures:	1	416.67				

Fund Description	Fund	Expenditures
GENERAL	2-GN	50,518.73
Total Of All Funds:		<u>50,518.73</u>

Report Totals	Accounts	Transactions	Amount
Transaction Type			
Total Expenditures:	15	24	50,518.73

**FIRE DISTRICT #1
BOROUGH OF PINE HILL
RESOLUTION TO RENEWAL OF MEMBERSHIP IN THE
FIRST RESPONDER JOINT INSURANCE FUND
#22-20**

WHEREAS, the First Responder Joint Insurance Fund (“**FUND**”) is a joint insurance **Fund** formed pursuant to *N.J.S.A. 40A:10-36 et. seq.* and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the **FUND** provides insurance coverage to its participating members consistent with its Bylaws, Risk Management Plan and the statutes and regulations governing **Local Unit** insurance Funds; and

WHEREAS, the statutes governing the creation and operation of a joint insurance fund contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Fund; and

WHEREAS, the **FUND** has submitted its Bylaws and Risk Management Plan for review and approval to the New Jersey Department of Banking and Insurance and the Department of Community Affairs’ and

WHEREAS, the Pine Hill Fire District #1, (hereinafter referred to as “**Local Unit**”) has determined that renewal of its membership in the **FUND** is in fire district’s best interest and is the most cost effective coverage; and

WHEREAS, the **Local Unit** desires to renew said membership.


NOW THEREFORE, BE IT RESOLVED, on this **4th day of August, 2022** that the **Local Unit** does hereby agree to renew its membership with the FIRST RESPONDER JOINT INSURANCE FUND for a period of three years beginning on January 1, 2023 at 12:01 a.m. and ending on January 1, 2026 at 12:01 a.m. and be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **FUND** presently existing or as from time to time amended by the **FUND** and/or the Department of Banking and Insurance.

BE IT FURTHER RESOLVED that the **Local Unit** agrees to renew its membership in the **FUND** for the purpose of obtaining all types of coverage’s offered by the **FUND**:

1. Workers’ Compensation and Employers’ Liability;
2. Environmental Impairment Liability;
3. Automobile and Equipment Liability;
4. General Liability;
5. Property Damage;
6. Management and Professional Liability;
7. Boiler and Machinery; and
8. Faithful Performance and Fidelity/Crime

BE IT FURTHER RESOLVED that the Chairman or Vice-Chairman of the **Local Unit** is authorized and directed to execute any and all written agreements necessary for membership in the **FUND** including, but not limited to, the Indemnity and Trust Agreement, in order to implement membership by the **Local Unit** in the **FUND** according to its Bylaws and the statutes and regulation governing joint insurance fund with the express reservation that said documents shall become effective only upon the **Local Unit**'s admission to the **FUND** following approval of the **FUND** by the New Jersey Department of Banking and Insurance and the Department of Community Affairs.

Pine Hill Fire District #1

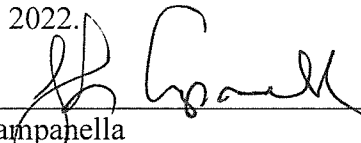
BY: 
 James Wakeley, Secretary

DATE: August 4, 2022

Record of Vote:

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

I, John Campanella do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held August 4, 2022.


 John Campanella
 Fire District Administrator

**FIRST RESPONDER JOINT INSURANCE FUND
INDEMNITY AND TRUST RENEWAL AGREEMENT**

THIS AGREEMENT, made this 4th day of August, 2022, in the County of Camden, State of New Jersey, by and between the FIRST Responder Joint Insurance Fund, hereinafter referred to as "**Fund**", and the Governing Body of **Pinehill Fire Dist. #1**, hereinafter referred to as "**Local Unit**"; and

WHEREAS, the **Fund** seeks to provide its members with insurance coverage; and

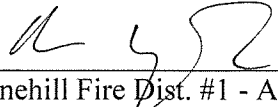
WHEREAS, two or more Local Units have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 40A:10-36 *et. seq.* and the regulations promulgated pursuant thereto; and

WHEREAS, the **Local Unit** has resolved to renew said membership.

NOW, THEREFORE, it is agreed as follows:

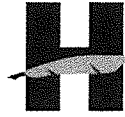
1. The **Local Unit** hereby renews its membership in the **Fund** for a three (3) year, beginning January 1, 2023 and ending January 1, 2026 at 12:01 a.m. eastern standard time.
2. The **Local Unit** hereby ratifies and reaffirms the bylaws and other organizational and operational documents of the **Fund** and as from time to time amended and altered by the **Fund** and/or Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were executed contemporaneously herewith.
3. The **Local Unit** agrees to be a participating member of the **Fund** for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.
4. The **Local Unit** agrees that as a member of the FIRST Responder Joint Insurance Fund the **Local Unit** must purchase all types of coverages offered by the **Fund** which are applicable to the **Local Unit**.
5. In consideration of renewal of membership in the **Fund**, the **Local Unit** agrees that for those types of insurance in which it participates, the **Local Unit** shall jointly and severally assume and discharge the liability of each and every member of the **Fund** all of whom, as a condition of membership in the **Fund**, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the **Local Unit** is pledged to the punctual payment of any sums which shall become due to the **Fund** in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.

6. If the **Fund**, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the **Local Unit** agrees to reimburse the **Fund** for all such reasonable expenses, fees and costs on demand.
7. The **Local Unit** and the **Fund** agree that the **Fund** shall hold all monies paid by the **Local Unit** to the **Fund** as fiduciaries for the benefit of **Fund** claimants all in accordance with applicable statutes and/or regulations.
8. The **Fund** shall establish and maintain Trust Accounts in accordance with N.J.A.C. 11:15-2.13 and such other statutes and regulations as may be applicable.
9. Each **Local Unit** that becomes a member of the **Fund** shall be obligated to execute this Agreement.
10. The Fund Commissioner designated in the Resolution to Renew Membership is hereby authorized to execute the Agreement to renew membership.

By: 

Pinehill Fire Dist. #1 - Authorized Signature

By: _____
FIRST Responder Joint Insurance Fund – Authorized Signature



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July 20, 2022

Mr. John Campanella
Pine Hill Fire District #1
1109 Erial Road
Pine Hill, NJ 08021

Re: New Jersey Utilities Authority Joint Insurance Fund

Dear John:

The District's commitment with the First Responders' Joint Insurance Fund (FIRSTJIF) expires on January 1, 2023. As Such, this would be the year in which the District may solicit alternative proposals from other insurers if so desired.

If the district elects to renew its membership with the FIRSTJIF, the governing body must pass the resolution to renew membership prior to October 1, 2022 to remain in the Fund.

If the District desired to seek alternative proposals, we would: 1) prepare the underwriting submission with your assistance; 2) market the submission to insurers; 3) analyze all proposals; and 4) provide the District with a detailed comparison of all proposals.

The insurers do not charge a fee to provide a proposal, however there is a time commitment required by the District in completing the applications and being present during surveys of District facilities.

To assist the District with their decision with respects to soliciting proposals, we are providing you with the following information regarding current insurance market conditions:

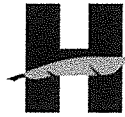
- Commercial Carriers
There are a limited number of commercial insurers that will provide coverage to public entities. Of those, only one will write workers' compensation coverage on a very select basis. The most likely scenario is the District's workers' compensation coverage would need to be placed in the New Jersey Assigned Risk Plan. We have calculated the estimated 2022 premium to be approximately \$69,212. The current workers' compensation assessment is \$41,412.
- MEL affiliated Joint Insurance Funds
Members of the Municipal Excess Liability Joint Insurance Fund (MELJIF) practice a territorial courtesy policy which restricts members from applying for membership to another MEL affiliated JIF. Since FIRSTJIF is a MEL affiliated JIF, the option to move to another MEL JIF is not viable.

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8000 Sagemore Drive, Suite 8101
Marlton, NJ 08053

Vineland
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Mr. John Campanella
July 20, 2022
Page Two

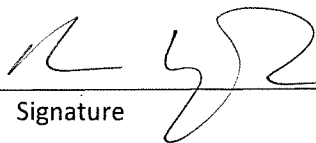
- Non-MEL affiliated Joint Insurance Funds
The Garden State JIF does not allow fire districts as individual members.

The District has been well served by the FIRSTJIF and we have no indication that this would not continue for the next 3-year membership term.

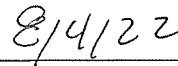
Please indicate the District's desire below and return to me no later than 08/30/2022.

The District wishes to remain in FIRSTJIF and will issue the renewal resolution prior to October 1, 2022.

The District is satisfied with the FIRSTJIF program, however request Hardenbergh Insurance Group act as our exclusive representative (risk management consultant/agent/broker in securing alternative proposals effective 01/01/2023).



Signature



Date

If you have any questions or would like to discuss further prior to making a marketing selection, please do not hesitate to call me. Thank you for allowing Hardenbergh Insurance Group to service the insurance needs of the District.

Sincerely,

Jennifer Olson

Jennifer Olson
Account Manager, Public Entity Division

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Pine Hill Fire Department

Chief's Monthly Report

July 2022

Meetings:

- On Thursday evening the 7th I attended the commission meeting / swearing in of the new officers.
- On Tuesday early evening the 12th I attended the truck committee meeting with KME.
- On Tuesday evening the 12th, I attended the fire company monthly meeting.
- On Monday evening the 18th, I attended the 5-year planning committee meeting.
- On Tuesday evening the 19th, I attended the truck committee meeting with Pierce.
- On Friday morning the 22nd, I held a meeting with Chief Cipriano from Blackwood Fire Company about run box changes.
- On Sunday evening the 24th, I held a meeting with Captain Crosby.
- On Wednesday morning the 27th, I attended a meeting at the Camden County College with the Pine Hill School District, Pine Hill OEM, and Pine Hill Police.

Runs stats:

- Run reports for the month of June have been sent to the State for compliance.

Calls for Service / Significant Concerns:

- On Friday morning the 1st, we were dispatched to Erial Road & Hickstown Road for a motor vehicle accident rescue assignment. Deputy Chief Greer on location to find that his daughter was involved in this accident. The crew from squad 62 removed the driver's door and the rear door on the driver's side to allow room for the rescue.
- On Monday morning the 18th, we were dispatched to Berlin Cross Keys Road & Sicklerville Road in Erial. Chief Brown on location reporting the accident to be at Cross Keys & Johnson Road in Washington Township. The chief was reporting one vehicle into a pole and BLS performing CPR on the trapped male. Squad 62 assisted Squad 86 with removing the driver's door to free the patient.

Public Relations:

- On Sunday night the 3rd, I participated in the fireworks stand by at Overbrook High School, along with Deputy Chief Greer, Engine 62, Brush 62, and our Ambulance.
- On Monday evening the 4th, I participated in the fireworks at Trump National, along with Engine 62, Brush 62, and our Ambulance.
- On Thursday afternoon the 14th, we replaced the battery in the smoke detectors at 3503 Tall Pines. The resident called the firehouse asking for assistance.
- On Friday morning the 15th, we assisted the Public Works with cutting branches from trees in town. The Ladder truck was used for height and reach, to keep the guys safe.
- On Tuesday evening the 26th, I attended the drive-by for past member George Hewitt, who was diagnosed with cancer. George was an active member of the Albion Fire Company in Winslow. Multiple companies met at the Albion Firehouse and as a group we drove by George's residence. George passed away 3 days later!!!

Inspira:

- On Sunday the 24th, I was notified by members in our department that we did not have a staffed ambulance in our local. I immediately contacted Commissioner Warrington & B / A John Greer from the borough. I also tried to contact Jess Shaw from Inspira but never received a phone call from her. I know that there have since been some changes with staffing with Inspira and I will be attending a meeting soon with the new Inspira Coordinator.

Tower Ladder:

- The committee will be taking a trip to Bensalem PA on Sunday August 7th & Pleasantville NJ on Thursday evening August 11 to view their new Pierce Ladders.

BLS-62:

- As stated, every month, the ambulance is stocked, checked and ready to respond at any time.
- Most should beware that we had a minor accident with the ambulance during the Ben-To-The-Shore event. A police report was made, pictures taken, and all information turned over to our insurance company for proper documentation.

Ladder:

- The quote is in for the repairs on the Ladder. The truck will be going to Lee's Emergency Equipment in Tuckerton N. J. for the repairs. Lee's was recommended by our insurance company. The parts for the repair have been ordered and the work should start at the end of August.

- The repairs on the Ladder should take 3 to 4 weeks and we have been authorized by our insurance company to rent a Ladder truck until repairs are completed on our truck. I am actively searching for a truck to rent.

Southern County Regional Taskforce:

- The scheduled meeting for June 30th was canceled at the last minute because West Berlin had a fire just prior to the start of the meeting. There was no meeting in July, and I am trying to put one together for August.

Training:

- We had two dates scheduled for the monthly training but had to cancel due to the heat.

Firefighter 1:

- We had two members re-test on July 18th and are waiting on the results.

Recruitment:

- We continue to have new members joining our department.

Time Off:

- I have taken the following days off: 07/01, 07/04, 07/06, 07/12, and 07/29.

Barbeque:

- On Saturday evening the 16th, we held a barbeque for our members at the firehouse. We ordered food and invited all the members and their families. We had a great turnout with about 60 people attend, including some police officers.

Evaluations:

- On Monday the 25th, I completed the evaluations for Firefighter Gordon Sr. / Firefighter Duvall / Firefighter Hitzelberger.
- On Tuesday the 26th, I completed the evaluation for Firefighter Gordon Jr.
- On Wednesday the 27th, I completed the evaluation for Firefighter Koch.

Pre-Plan:

- On Tuesday morning the 26th, I created a pre-plan for 66 East Branch Ave in case of fire. We have noticed that we will not be able make entry from the front yard on East Branch Ave. We will respond to 59 East Clearview Ave and deploy our lines from there and attack a fire from the rear and make rescues from the rear if needed.

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

Month of: July 2022

Inspection Totals:

Type Conducted	Monthly Totals
Life Hazard Use Inspection(s)	2
Fire Safety Inspection – Non LHU(s)	2
Re-Inspection(s)	9
Smoke Detector & CO Detector Compliance(s)	16
Complaint(s)	0
Fire Investigation(s)	0

Financial:

Type of Fee Collected	Monthly Totals
Annual Registration / Inspection Fees	\$1,736.00
Smoke Detector & CO Detector Compliance	\$1,589.00
Permit Fees	\$427.00
Number of Permits Issued	02
Penalty Money Collected – Dedicated Trust	0
Penalty Money Collected – Non-Dedicated	0
Life Hazard Use Fees from State (quarterly)	0
Number of Copy of Fire Report(s)	0
Copy of Fire Report(s)	0
Total Amount of Money Deposited this Month	\$3,752.00

Requests:

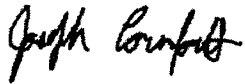
The following Items are requests for purchase/appropriation:

N/A

Comments:

N/A

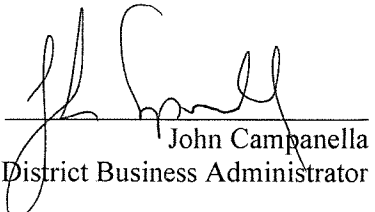
Respectfully Submitted,

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

Joseph Cornforth
Fire Official

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

- Had hip surgery on 7/11/2022
- Out sick from 7/11/2022 to 7/25/2022 (handled emails and voicemails while out)
- Followed up with bank regarding lost title to fire truck (bank lost title)
- Set up a phishing campaign with KnowBe4
- Followed up on ladder truck repairs and possible rental
- Processed payroll with new payroll vendor - CASA
- Made DCRP payments in a timely manner
- Made pension payments in a timely manner
- Updated Website
- Entered payroll expenditures in Edmunds
- Entered invoices in Edmunds and printed purchase orders and checks
- Reconciled Bank Statements (pending due to new payroll vendor)
- Entered bank deposits in Edmund's
- Typed minutes of the monthly meeting
- Prepared agenda, resolutions, and paperwork for monthly meeting
- Opened and distributed mail daily
- Made bank deposits into fire district account
- Responded to all emails received
- Handled written correspondence
- Answered phone calls daily and assisted residents
- Handled day-to-day operations



John Campanella
Fire District Business Administrator