

Pine Hill Fire District #1
Regular Meeting Minutes
February 6, 2025

MEETING CALLED TO ORDER: Meeting was called to order by Chairman Waddington at 7:33 P.M. Chairman Waddington led the salute to the flag and read a statement regarding the Open Public Meetings Act.

ROLL CALL: Commissioner Waddington – present, Commissioner Briggs – present, Commissioner Wakeley – present, Commissioner Hagarty – absent, Commissioner Harris – present.

OTHER OFFICIALS PRESENT: Chief Hunter, Battalion Chief Pizzo, Captain Duvall, Solicitor Carlamere

MINUTES: Chairman Waddington asked if there were any questions regarding the workshop, regular and closed session minutes for the meeting held on January 8, 2025. There were none. A motion to approve the minutes was made by Commissioner Wakeley and seconded by Commissioner Harris.

Roll Call Vote: Commissioner Waddington – yes, Commissioner Briggs – yes, Commissioner Wakeley – yes, Commissioner Hagarty - absent, Commissioner Harris - yes. Motion passed with four yes votes.

COMMUNICATIONS LIST: Chairman Waddington asked if there were any questions regarding the communications as listed on the agenda regarding proof of publication in the Courier Post of the 2025 workshop meeting dates. There were none.

OLD BUSINESS: Chairman Waddington announced that Commissioner Briggs was appointed as the Fire Equipment and Apparatus Liaison.

- **Fire Equipment and Apparatus Liaison:** No report from Commissioner Briggs. Battalion Chief Pizzo had an apparatus report: Two lower motors on Tower 6 was repaired by Firefighter Gordon Sr. Gloucester Township garage repaired the leaking water pump on the Tower ladder. Firefighter Gordon Sr repaired the back of the ladder. They are still waiting for Fire & Safety to make repairs. The switch on the seat for the air lift was repaired along with the seatbelt for Tower ladder. There are a couple of other issues with the ladder sensors which they are looking into. For the Engine, they are still working on repairing the lights for the tank indicator. Discharge gauge parts were ordered by Firefighter Gordon Sr. The lift cylinder was repaired by Gloucester Township. Squad was discharged but they are waiting on some things from Fire & Safety. The leaking hose on Squad was repaired by Gloucester Township along with the winch inserts. There is a big problem with the rescue compartment, which they believe is from the Squad vehicle that was in the t-

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bone accident years ago. The back compartment is separating and falling off from the rest of the truck. Firefighter Gordon Sr and Captain Duvall are working with vendors to repair it. Check engine lights are coming on in some of the trucks. Gloucester Township is working to repair that. The brush truck needs new tires. Battalion Chief Pizzo said that he will send Commissioner Briggs all updates regarding the repairs. Chairman Waddington and Commissioner Briggs thanked him.

- **Community Relations Liaison:** Commissioner Harris said he sees the department has been busy. He mentioned the fire in Shenandoah Village. Commissioner Harris said he saw that Firefighter Hitzelberger put together events for the Pine Hill schools which were attended on the nights of January 23rd and 29th. Commissioner Harris said he hadn't seen any pictures from the event on the Fire Department's Facebook page. Chief Hunter said they hadn't been uploaded yet.
- **Information Technology and Equipment Commissioner:** No report
- **Insurance Fund Commissioner:** Commissioner Hagarty was absent so there was no report.
- **Fire Prevention Commissioner:** Chairman Waddington announced that Commissioner Briggs will be the Fire Prevention Commissioner. There was no report.

NEW BUSINESS: Chairman Waddington asked if there were any questions regarding the resolutions listed on the agenda. There were no questions.

○ **Resolution 25-19: Approval and Payment of Bills**

- A motion to approve resolution 25-19 was made by Commissioner Wakeley and seconded by Commissioner Harris.

Roll Call Vote: Commissioner Waddington – yes, Commissioner Briggs – yes, Commissioner Wakeley – yes, Commissioner Hagarty - absent, Commissioner Harris - yes. Motion passed with four yes votes.

○ **Discussion on Cancer Screenings for Firefighters law**

- Chairman Waddington said if he read the email correctly, state law sounds like career firefighters need to be tested every three years for cancer screenings and there are eleven different things they are tested for. If the career firefighter does not participate in the state insurance, they will be reimbursed up to \$1,250.00 for the test. Chief Hunter said Interstate Mobile got back to him and said they could do a couple of the tests but they are unaware of the state law and are looking into it. If they can't do all the tests, we will have to find another company. Chief Hunter said if we have health benefits we are required to

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send them to get this test and take record of it. Chairman Waddington said that if anyone doesn't have insurance, the Fire District will pay for it and then get reimbursed. Chief Hunter said he couldn't tell if the law applies to the volunteer firefighters so he will have to look into that. Chairman Waddington and Commissioner Wakeley said they were under the impression that it only applied to career firefighters. Chief Hunter said he offered the volunteer firefighters the option to be tested every three years, but they don't have to do it. Chairman Waddington said to wait to hear from Interstate Mobile, and if they can't do the screenings then to see what service other departments are using. Chief Hunter said there is a mobile unit that comes to each firehouse. Commissioner Wakeley asked if that is what Interstate Mobile does. Chief Hunter said yes, but this service is strictly for cancer screenings.

○ **Discussion on purchasing at Pine Hill Hardware**

- Chairman Waddington said that the chiefs want to be able to make purchases at Pine Hill Hardware again. Solicitor Carlamere said it is not a problem. Commissioner Harris will not be able to vote on anything related to bills or purchase orders for Pine Hill Hardware. Solicitor Carlamere said there is no need to have a vote and the District can start making purchases at Pine Hill Hardware again. Chairman Waddington said that Commissioner Harris would prefer only one or two people from the District being able to make purchases at Pine Hill Hardware. Chief Hunter said one of the biggest problems with making purchases at Pine Hill Hardware was they were getting one bill mixed in with the Fire Department's purchases. Battalion Chief Pizzo said they have since changed that and when the District goes to make a purchase at Pine Hill Hardware, they have to write it on a log. Chief Hunter said they have a way of tracking the purchases. Chairman Waddington requested that they come up with a way to make the process easier on Pine Hill Hardware. Commissioner Harris said they will work on it.

○ **Resolution 25-21: Authorize Participation as Training Facility**

- Captain Duvall brought to the Commission's attention that he wants to have Pine Hill's training facility registered. Battalion Chief Pizzo said that they need to certify themselves as a training facility so that they can hold classes there. Commissioner Harris said that he thought they were already holding training classes there. Battalion Chief Pizzo said that it is not recognized by the state. Captain Duvall made a sample resolution. Battalion Chief Pizzo said it is to get CEUs for training. Captain Duvall explained the resolution. He said it allows them to have training classes at the firehouse, submit them to the state, and get recognition for the classes from the state. He said it is free; they just need a resolution from the Fire District to move forward. Commissioners Harris, Wakeley, and Briggs said they had no problem with that. Solicitor Carlamere asked in authorizing participation in

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the program, what is the requirement for the facility to qualify? Captain Duvall said they must have a certain amount of seating, a designated classroom, and be up to fire code. A motion to pass resolution 25-21 was made by Commissioner Wakeley and seconded by Commissioner Briggs.

Roll Call Vote: Commissioner Waddington – yes, Commissioner Briggs – yes, Commissioner Wakeley – yes, Commissioner Hagarty - absent, Commissioner Harris - yes. Motion passed with four yes votes.

FIRE CHIEF’S REPORT: See attached report. Chief Hunter said he would like to discuss passing a resolution for MVA billing at the next meeting. They need to put a dollar figure on it. He should have it ready by the next meeting. The only thing they will need to decide is whether we will bill the residents of Pine Hill.

Chief Hunter also said that the ladder truck is now twenty years old. He is told that a lot of parts for it, including the motor, they can’t get anymore. He said we need to figure out what to do about it soon because it is starting to nickel and dime us and is only getting worse. Commissioner Harris suggested making that a topic for the next workshop meeting. Chief Hunter said we can but they have already looked into it. Commissioner Harris said it is a good workshop topic. Chief Hunter said waiting a month to discuss it isn’t going to kill us but that we need to make a plan going forward because it could take three years to get these parts. If something happens to the motor, the truck will be out of service. Commissioner Wakeley asked if they need to make payments on a new truck. Chief Hunter said we can finance firetrucks over 30 years. Solicitor Carlamere clarified the statute in New Jersey. He said the municipality pays rent on the property and after 30 years they will turn it over to the municipality. He said there is a specific procedure we would have to go through. Chief Hunter said he was looking into something else and he can provide the literature on it, but he is okay with what Solicitor Carlamere said, too.

FIRE OFFICIAL’S REPORT: See attached report for December 2024.

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 Wakeley and seconded by Commissioner Harris. All were in favor, except Commissioner Hagarty who was absent. Motion passed with four yes votes.

OPEN THE FLOOR TO THE PUBLIC: Chairman Waddington asked for a motion to open the floor to the public. A motion to open the floor to the public was made by Commissioner

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Wakeley and seconded by Commissioner Briggs. All were in favor, except for Commissioner Hagarty who was absent. Motion passed.

Keith Kemery, President of IAFF 3249, whose address is 26 Poplar Street, Sicklerville, NJ 08081, addressed the Commission. He said he believed the Commission had received correspondence from him which they will discuss in executive session as well as a matter regarding Chief Hunter from last month's meeting. Chairman Waddington confirmed this.

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

RESOLUTION 25-20: CLOSED SESSION: Chairman Waddington explained that there was a need to enter a closed session to discuss personnel issues.

- A motion to approve resolution 25-20 was made by Commissioner Wakeley and seconded by Commissioner Briggs. All were in favor, except Commissioner Hagarty who was absent. Motion passed with four yes votes.

Meeting temporarily adjourned at 8:00 p.m.

CALL TO ORDER: Chairman Waddington called the meeting back to order at 9:46 p.m. and asked for a roll call.

ROLL CALL: Commissioner Waddington – present, Commissioner Briggs – present, Commissioner Wakeley – present, Commissioner Hagarty – absent, Commissioner Harris – present.

OUTCOME OF CLOSED SESSION: Chairman Waddington said that there was a need to vote on a matter regarding paying Captain Duvall for missed hours at his second job. A motion to approve this resolution was made by Commissioner Wakeley and seconded by Commissioner Harris.

Roll Call Vote: Commissioner Waddington – no, Commissioner Briggs – yes, Commissioner Wakeley – yes, Commissioner Hagarty - absent, Commissioner Harris - yes. Motion passed with three yes votes.

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ADJOURNMENT: Chairman Waddington asked if there were any other issues that needed to be addressed. There were none. A motion to adjourn was made by Commissioner Wakeley and seconded by Commissioner Harris. All were in favor, except Commissioner Hagarty who was absent. Motion passed with four yes votes.

The meeting was adjourned at 9:47 p.m.



Christopher Harris
Commission Secretary



Hannah Lower
Fire District Business Administrator


 New York/New Jersey
GANNETT

Agency:

Hannah Lower
 Pine Hill Fire District 1
 1109 Erial RD
 Pine Hill NJ 08021-7303
 Acct: 1122763

Client:

Hannah Lower
 Mrs. Hassett
 Pine Hill Fire District 1
 1109 Erial RD
 Pine Hill NJ 08021-7303
 Acct: 1122763

This is not an invoice

Order #	Advertisement / Description	Columns x Lines x Insertions	Rate per Lines	Cost
10963499	PINE HILL FIRE DISTRICT #1 BOARD OF FIRE COMMISSIONERS NOTICE OF WORKSHOP MEET	1 x 39.00 x 1	\$0.39	\$45.21
Net Total Due:				\$45.21

Costs above include daily ad cost and any associated affidavit charges, where applicable

of Copies :

1

Workshop
 Meeting Not

PO #:

Check #:

Date:

CERTIFICATION BY RECEIVING AGENCY
 I, HAVING KNOWLEDGE OF THE FACTS, CERTIFY AND DECLARE THAT THE GOODS HAVE BEEN RECEIVED OR THE SERVICES RENDERED AND ARE IN COMPLIANCE WITH THE SPECIFICATIONS OR OTHER REQUIREMENTS, AND SAID CERTIFICATION IS BASED ON SIGNED DELIVERY SLIPS OR OTHER REASONABLE PROCEDURES OR VERIFIABLE INFORMATION.

SIGNATURE: _____

TITLE: _____ DATE: _____


CERTIFICATION BY APPROVAL OFFICIAL
 I CERTIFY AND DECLARE THAT THIS ORDER CONFIRMATION IS CORRECT, AND THAT SUFFICIENT FUNDS ARE AVAILABLE TO SATISFY THIS CLAIM. THE PAYMENT SHALL BE CHARGEABLE TO:

APPROPRIATION ACCOUNT(S) AND AMOUNTS CHARGED: P.O.# _____

SIGNATURE: _____

TITLE: _____ DATE: _____

CLAIMANT'S CERTIFICATION AND DECLARATION:
 I DO SOLEMNLY DECLARE AND CERTIFY UNDER THE PENALTIES OF THE LAW THAT THIS ORDER CONFIRMATION IS CORRECT IN ALL ITS PARTICULARS; THAT THE GOODS HAVE BEEN FURNISHED OR SERVICES HAVE BEEN RENDERED AS STATED HEREIN; THAT NO BONUS HAS BEEN GIVEN OR RECEIVED BY ANY PERSON OR PERSONS WITHIN THE KNOWLEDGE OF THIS CLAIMANT IN CONNECTION WITH THE ABOVE CLAIM; THAT THE AMOUNT HEREIN STATED IS JUSTLY DUE AND OWING; AND THAT THE AMOUNT CHARGED IS A REASONABLE ONE.

Date: 01/24/2025 

Signature: _____

Federal ID #: 061032273
Official Position: Clerk

Kindly return a copy of this order confirmation with your payment so that we can assure you proper credit.

Courier Post

Gannett New York-New Jersey LocaliQ
 PO Box 6312102, Cincinnati, OH 45263-1202

AFFIDAVIT OF PUBLICATION

Order Number : 10963499

STATE OF WISCONSIN
Brown County

Of the **Courier Post**, a newspaper printed in Cherry Hill, New Jersey and published in Cherry Hill, in State of New Jersey and Camden County, and of general circulation in Camden and Gloucester Counties, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in said newspaper in the issue:

01/24/2025



Legal Clerk



Notary Public State of Wisconsin County of Brown

5.15.27

My commission expires

NANCY HEYRMAN
Notary Public
State of Wisconsin

**PINE HILL FIRE DISTRICT #1
BOARD OF FIRE COMMISSIONERS
NOTICE OF WORKSHOP MEETING
SCHEDULE FOR 2025**

The Pine Hill Board of Fire Commissioners is publishing its workshop meeting calendar for the remainder of 2025. The workshop meetings scheduled for the Board of Fire Commissioners are set for the first Thursday of each month at 5:30 P.M.

All meetings will be held at the Pine Hill Municipal Building 45 W. 7th Ave, Pine Hill, NJ 08021

FEBRUARY 6, 2025
MARCH 6, 2025
APRIL 3, 2025
MAY 1, 2025
JUNE 5, 2025
JULY 3, 2025
AUGUST 7, 2025
SEPTEMBER 4, 2025
OCTOBER 2, 2025
NOVEMBER 6, 2025
DECEMBER 4, 2025

Hannah Lower
Business Administrator

1/24/2025 (\$15.21)

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1
 BOROUGH OF PINE HILL
 AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS
 #25-19

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: February 6, 2025




 Christopher Harris
 Commission Secretary

Record of Vote:

Commissioners:	Motion	2nd	Yes	No	Abstain	Absent
Hagarty						✓
Harris			✓			
Briggs		✓	✓			
Waddington			✓			
Wakeley	✓		✓			

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held on February 6, 2025.



 Hannah Lower
 Business Administrator

P.O. Type: All
 Range: First to Last
 Format: Condensed
 Vendors: All
 Rcvd Batch Id Range: First to Last

Open: Y
 Rcvd: N
 Bid: Y

Paid: N
 Held: N
 State: Y

Void: N
 Aprv: N
 Other: Y
 Exempt: Y

First Enc Date Range: First to 12/31/25
 Include Non-Budgeted: Y

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
25000013	01/21/25	PHFD1 PINE HILL FIRE DEPT.	LEASE PAYMENT FEB '25	Open	8,250.00	0.00	
25000014	01/21/25	DC001 DAVID F. CARLAMERE	SOLICITOR'S FEE FOR FEB 2025	Open	450.00	0.00	
25000015	01/21/25	CASH1 PETTY CASH	DUTY CREW MEALS MARCH 2025	Open	1,200.00	0.00	
25000016	01/21/25	DIVAL005 DIVAL SAFETY EQUIPMENT, INC	HALYARD ROPE	Open	30.00	0.00	
25000017	01/21/25	FIRELINE FIRELINE EQUIPMENT, LLC	HYDRAULIC TILT CYLINDER	Open	1,641.80	0.00	
25000018	01/21/25	ELEC001 ELECTRONIC MEASUREMENT LABS	FILTERS & SENSORS	Open	728.66	0.00	
25000019	01/21/25	ACTIV005 Active911, Inc.	SUBSCRIPTION RENEWAL	Open	779.90	0.00	
25000020	01/21/25	EMSCO005 EMS CONSULTING SERVICES, LLC	MEDICAL REFRESHER COURSE	Open	875.00	0.00	
25000021	01/21/25	TG001 TOWNSHIP OF GLOUCESTER	FUEL BILL DECEMBER 2024	Open	1,308.97	0.00	
25000022	01/21/25	COU01 Courier Post	MEETING NOTICES	Open	181.06	0.00	
25000023	01/21/25	AIRGA005 AIRGAS USA, LLC	MONTHLY OXYGEN CYLINDER RENTAL	Open	32.30	0.00	
25000024	01/21/25	ENFOR005 ENFORSYS, INC.	FIRE PRO SYSTEM ANNUAL FEE	Open	2,375.00	0.00	
25000025	01/21/25	ZOLLD005 ZOLL DATA SYSTEMS, INC.	EMS CHARTS FEB 25	Open	183.80	0.00	
25000026	01/28/25	JHART005 J. HARTE ASSOCIATES LLC	MONTHLY BILLING FEB 25	Open	1,041.79	0.00	
25000027	01/28/25	PSTSJ001 Public Safety Training of SJ	NJ REFRESHER MODULE B	Open	125.00	0.00	
25000028	01/28/25	BUD01 BUD'S ENGINE MACHINING & TRUCK	ANNUAL PUMP TEST, ENGINE	Open	400.00	0.00	
25000029	01/31/25	CAS01 CASA PAYROLL SERVICE, LLC	PAYROLL PROCESSING JAN 2025	Open	336.25	0.00	
25000030	01/31/25	AMAZO005 AMAZON CAPITAL SERVICES, INC.	BATTERIES	Open	81.76	0.00	
25000031	01/31/25	KYOCE010 KYOCERA DOCUMENT SOLUTIONS	COPIER LEASE FEB 2025	Open	87.62	0.00	
25000032	01/31/25	BTM001 BOUND TREE MEDICAL,LLC	STAT PADZ FOR AED	Open	175.98	0.00	
25000033	01/31/25	MES01 MUNICIPAL EMERGENCY SERVICES	HOSES	Open	933.00	0.00	
25000034	01/31/25	HALE01 HALE TRAILER BRAKE WHEEL,INC.	CAR WASH SUPPLIES	Open	359.48	0.00	
25000035	01/31/25	FSS01 FIRE & SAFETY SERVICE, LTD	VALVE FOR SEAT ADJUSTMENT	Open	106.43	0.00	
25000036	01/31/25	FSS01 FIRE & SAFETY SERVICE, LTD	SEAT BELT	Open	260.21	0.00	
25000037	01/31/25	TACTI010 TACTICAL PUBLIC SAFETY, LLC	G5VHF DUAL BAND P25 PAGER	Open	688.50	0.00	
25000038	01/31/25	ELEC001 ELECTRONIC MEASUREMENT LABS	GAS MONITORS	Open	1,391.18	0.00	
25000039	02/05/25	STATE005 State of NJ Health Benefits	FEBRUARY 25 HEALTHCARE	Open	10,877.85	0.00	
25000040	02/05/25	BOA00001 Bank of America	FEBRUARY 25 P CARD PURCHASES	Open	5,889.55	0.00	
25000041	02/05/25	ALLGE005 ALL GEARED UP, LLC	PLATED BUCKLE	Open	10.66	0.00	
25000042	02/05/25	ALLGE005 ALL GEARED UP, LLC	JOB SHIRT 1/4 ZIPS	Open	940.00	0.00	
25000043	02/05/25	ALLGE005 ALL GEARED UP, LLC	REFLECTIVE PRINT & VELCRO	Open	260.00	0.00	
25000044	02/05/25	ALLGE005 ALL GEARED UP, LLC	SHIRTS, TROUSERS, PATCHES, BELTS	Open	230.00	0.00	
25000045	02/05/25	ALLGE005 ALL GEARED UP, LLC	CARHARTTS	Open	170.00	0.00	
25000046	02/05/25	PHG01 PINE HILL AUTO REPAIR	WIPER BLADE REPLACEMENT	Open	122.85	0.00	
25000047	02/05/25	PHG01 PINE HILL AUTO REPAIR	WIPER BLADES & BATTERY	Open	385.45	0.00	
25000048	02/05/25	FIRELINE FIRELINE EQUIPMENT, LLC	PRESSURE GUAGE	Open	90.92	0.00	

Total Purchase Orders: 36 Total P.O. Line Items: 0 Total List Amount: 43,000.97 Total Void Amount: 0.00

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
GENERAL	5-GN	43,000.97	0.00	0.00	43,000.97
Total of All Funds:		<u>43,000.97</u>	<u>0.00</u>	<u>0.00</u>	<u>43,000.97</u>

Range of Checking Accts: GENERAL to GENERAL Range of Check Dates: 02/06/25 to 02/06/25
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
GENERAL					
✓ 12934	02/06/25	ACTIV005 Active911, Inc.	779.90		1157
✓ 12935	02/06/25	AIRGA005 AIRGAS USA, LLC	32.30		1157
✓ 12936	02/06/25	ALLGE005 ALL GEARED UP, LLC	1,610.66		1157
✓ 12937	02/06/25	AMAZO005 AMAZON CAPITAL SERVICES, INC.	81.76		1157
✓ 12938	02/06/25	BOA00001 Bank of America	5,889.55		1157
✓ 12939	02/06/25	BTM001 BOUND TREE MEDICAL,LLC	175.98		1157
✓ 12940	02/06/25	BUD01 BUD'S ENGINE MACHINING & TRUCK	400.00		1157
✓ 12941	02/06/25	CAS01 CASA PAYROLL SERVICE, LLC	336.25		1157
✓ 12942	02/06/25	CASH1 PETTY CASH	1,200.00		1157
✓ 12943	02/06/25	COU01 Courier Post	181.06		1157
✓ 12944	02/06/25	DC001 DAVID F. CARLAMERE	450.00		1157
✓ 12945	02/06/25	DIVAL005 DIVAL SAFETY EQUIPMENT, INC	30.00		1157
✓ 12946	02/06/25	ELEC001 ELECTRONIC MEASUREMENT LABS	2,119.84		1157
✓ 12947	02/06/25	EMSCO005 EMS CONSULTING SERVICES, LLC	875.00		1157
✓ 12948	02/06/25	ENFOR005 ENFORSYS, INC.	2,375.00		1157
✓ 12949	02/06/25	FIRELINE FIRELINE EQUIPMENT, LLC	1,641.80		1157
✓ 12950	02/06/25	FIRELINE FIRELINE EQUIPMENT, LLC	90.92		1157
✓ 12951	02/06/25	FSS01 FIRE & SAFETY SERVICE, LTD	106.43		1157
✓ 12952	02/06/25	FSS01 FIRE & SAFETY SERVICE, LTD	260.21		1157
✓ 12953	02/06/25	HALE01 HALE TRAILER BRAKE WHEEL,INC.	359.48		1157
✓ 12954	02/06/25	JHART005 J. HARTE ASSOCIATES LLC	1,041.79		1157
✓ 12955	02/06/25	KYOCE010 KYOCERA DOCUMENT SOLUTIONS	87.62		1157
✓ 12956	02/06/25	MES01 MUNICIPAL EMERGENCY SERVICES	933.00		1157
✓ 12957	02/06/25	PHFD1 PINE HILL FIRE DEPT.	8,250.00		1157
✓ 12958	02/06/25	PHG01 PINE HILL AUTO REPAIR	122.85		1158
✓ 12959	02/06/25	PHG01 PINE HILL AUTO REPAIR	385.45		1158
✓ 12960	02/06/25	PSTSJ001 Public Safety Training of SJ	125.00		1158
✓ 12961	02/06/25	STATE005 State of NJ Health Benefits	10,877.85		1158
✓ 12962	02/06/25	TACTI010 TACTICAL PUBLIC SAFETY, LLC	688.50		1158
✓ 12963	02/06/25	TG001 TOWNSHIP OF GLOUCESTER	1,308.97		1158
✓ 12964	02/06/25	ZOLLD005 ZOLL DATA SYSTEMS, INC.	183.80		1158

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	31	0	43,000.97	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	31	0	43,000.97	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	31	0	43,000.97	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	31	0	43,000.97	0.00

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
GENERAL	5-GN	43,000.97	0.00	0.00	43,000.97
Total of All Funds:		<u>43,000.97</u>	<u>0.00</u>	<u>0.00</u>	<u>43,000.97</u>

Range of Checking Accts: GENERAL to GENERAL Range of Check Ids: 12967 to 12967
 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
12967	02/06/25	THOMA010 THOMAS FORSTER	1,899.00		1159

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	1,899.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	1,899.00	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
GENERAL	5-GN	1,899.00	0.00	0.00	1,899.00
Total Of All Funds:		<u>1,899.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,899.00</u>

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Governor Phil Murphy



photo: view of NJ Trenton DOM

Governor Murphy Signs Legislation Mandating Access to Periodic Cancer Screenings for Firefighters

 (<https://twitter.com/GovMurphy>)

 (<https://www.facebook.com/governorphilmurphy>)

 (<https://www.youtube.com/njgovernorsoffice>)

 (<https://www.instagram.com/govmurphy/>)

 (<https://www.snapchat.com/add/philmurphy>)

06/3/2024

TRENTON – Governor Murphy today signed legislation that mandates access to periodic cancer screening examinations for firefighters who are not enrolled in the State Health Benefits Program (SHBP), but who are eligible for enrollment in the SHBP by public employment.

Current law entitles a paid, full-time firefighter enrolled in the SHBP or a firefighter employed by a public employer that does not participate in the SHBP, to a cancer screening examination every three years.

This bill ([S2890 \(https://pub.njleg.state.nj.us/Bills/2024/S3000/2890_11.PDF\)](https://pub.njleg.state.nj.us/Bills/2024/S3000/2890_11.PDF)) now extends this benefit to firefighters who waive their employer-sponsored health care but are still eligible for coverage under the SHBP through their employment with a public employer. The State will now reimburse up to \$1,250 per three-year period for each firefighter's examination, regardless of their participation in their employer's health care plan.

"Thousands of firefighters across the state put their lives on the line for their communities," said **Governor Murphy**. "We must do what we can to provide these incredible men and women with the health care they deserve. Preventive cancer screenings will not only save lives and reduce unnecessary suffering, but also ensure our public servants remain healthy."

"This law will help ensure our firefighters, who are regularly exposed to carcinogens through their line of work, will always have access to periodic cancer screenings," said **Senator Greenstein**. "Previous law left a portion of our firefighters out of this guaranteed coverage, unnecessarily leaving them at higher risk. With this reform, they will be better protected and more incentivized to obtain preventative care, which will save lives."

"Early detection can make a real difference in the outcome of a cancer diagnosis," said **Senator Joe Cryan**. "These cancer screenings can save lives, prevent needless suffering, and avoid costly treatment. The firefighters who serve our communities and protect our residents have more than earned the right for this care. This law will provide more incentive and support to have this preventative care done."

"Firefighters can be exposed to hazardous toxins, leading to a higher risk of cancer," said **Assemblyman Sterley Stanley**. "Cancer screening leads to early detection and early diagnosis, both of which give cancer patients the best possible chance for a successful outcome. I am thrilled to see this bill become law, because I know the profound impact it will have in the lives of so many first responders."

"Professional firefighters put themselves, their safety, and their health on the line each day, not hesitating to take heroic risks to save someone they likely don't even know," said **Assemblywoman Verlina Reynolds-Jackson**. "Now, thanks to the law being signed today, many more of these brave individuals can gain access to lifesaving cancer

screening exams.”

“Firefighters across the state work to keep each of us safe in our communities, risking their lives on a routine basis,” **said Assemblywoman Shanique Speight.** “We need to do what we can to protect them. By reimbursing local employers to pay for firefighters’ for free cancer screening exams, we are making sure their health and safety is a priority.”

“The signing of A3939/S2890 by Gov. Phil Murphy is the culmination of our comprehensive cancer screening program for active career firefighters. This legislation eliminates the financial burden on our municipalities and fire districts to pay for the screenings and having to wait for reimbursement from Treasury. This ensures our members will have access to the critical testing needed because of occupational hazards. Firefighters throughout our nation are being diagnosed with cancer every day. In New Jersey, Firefighter Glen Seiboldt, a 10 year veteran of the Edison Fire Department was diagnosed with Stage 2 non-Hodgkin lymphoma. He received early treatment and is currently in remission. While Glen’s cancer was found to be more advanced this screening program has already identified pre-cancer and Stage 1 conditions in multiple firefighters in our state who have been treated and are returning to work with minimal sick leave,” **said Matthew Caliente, President of the Professional Firefighters of New Jersey.** “The work done by Assemblyman Sterley Stanley and Senator Linda Greenstein as well as the overwhelming bipartisan support in both houses of our legislature (https://www.facebook.com/governorphilmurphy) legislators’ support of public safety and recognition of the growing dangers of ‘forever chemicals’ such as PFAS in firefighting foam and protective garments, or the toxic gas emissions from utility fires (https://www.youtube.com/watch?v=0s0fj6v0s0f) studied as a link to cancer demonstrates their commitment to ensuring early detection, early treatment, and better outcomes for our firefighters, like Glen, so we can continue to protect our citizens and communities. Thank you Gov. Murphy for recognizing the importance of our work and signing this legislation into law and to the State Treasury for their cooperation and expertise to make the reimbursement program work.” (https://www.instagram.com/govmurphy/) (https://www.snapchat.com/add/philmurphy)

“Today, let us remember NJ FMBA Legislative Chairman Bobby Allen. Bobby recently succumbed to a valiant fight against cancer. The NJ FMBA has been advocating for cancer screening, presumptive legislation, and cancer registry for years. Had this legislation been around years ago, Bobby may still be with us. Thank you, Governor Murphy and our Legislators who have taken a decades-long fight and brought it to reality. Cancer is the number one killer of Firefighters and this legislation will undoubtedly save lives.” **said Eddie Donnelly, President of the New Jersey Firefighters Mutual Benevolent Association.**

“This bill signing is another step forward for Firefighters to receive early detection screenings for a variety of types of cancer. The sooner cancers are detected will mean easier and shorter treatment which in most cases will lead to the Firefighter becoming cancer-free,” **said Robert Ordway, President of the New Jersey State Firemen’s Association.**

Governor Phil Murphy

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Administration

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[Lt. Governor Tahesha Way \(/governor/admin/lt\)](#)

[In memoriam of Lt. Governor Sheila Y. Oliver \(/governor/admin/lt-sheila-y-oliver\)](#)

[Senior Staff \(/governor/admin/staff\)](#)

[Cabinet \(/governor/admin/cabinet\)](#)

[Office of Climate Action and the Green Economy \(/governor/climateaction/\)](#)

[Office of Equity \(/governor/admin/equity/\)](#)

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Firefighter Cancer Screening Reimbursement Program For Government Entities Not Participating In SHBP

N.J.S.A 52:14-17.29ii(a) requires access to periodic cancer screenings for full-time paid firefighters not enrolled in the State Health Benefits Plan (SHBP) and firefighters who are employed by an SHBP-covered entity, but have waived SHBP coverage, within three years after the start of the firefighter's employment and every three years thereafter during the course of employment. The examination shall include, at a minimum and as applicable, the screening for eleven types of cancer pursuant to N.J.S.A 52:14-17.29ii(a). The State of New Jersey, through the Department of the Treasury's Division of Administration, will reimburse eligible public employers a maximum of \$1,250 per firefighter over a three year period towards the costs associated with providing the required cancer screenings. Public employers may submit a request to Treasury for payment based on satisfactory proof of a legitimate invoice from a health care provider for an eligible firefighter's screening.

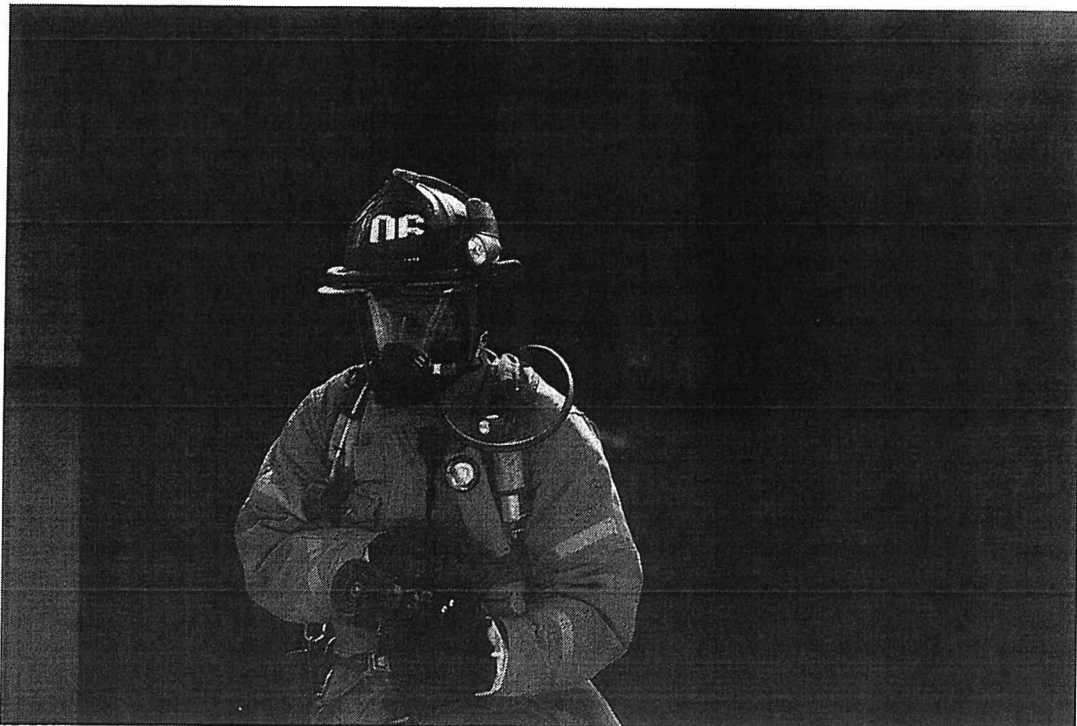
The Division of Administration is utilizing an online portal to submit claims called SimpliGov. An authorized representative for the public employer, who will be responsible for submitting claims, should fill out the [registration form](#). The authorized representative will be required to upload a letter on public employer letterhead attesting to his or her authority to submit claims on behalf of the public employer

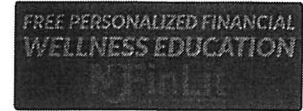
Once the registration has been approved, the authorized representative will receive an email from Stephanie Hunt with instructions on how to set up the SimpliGov dashboard on their myNJ account. Instructions will also be provided on creating a myNJ account, should the authorized representative not already have an account. The SimpliGov dashboard will allow the authorized representative to submit claims as well as check the status of previously submitted claims.

A [PowerPoint presentation](#) is also available to guide public employers through the registration and claim submittal process.

All questions can be directed to: FFCancerScreening@treas.nj.gov

[FAQs](#)





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(609) 292-5097

Site Maintained by Division of Revenue and Enterprise Services

P.L. 2024, CHAPTER 15, *approved June 3, 2024*
Assembly, No. 3939

AN ACT mandating access to periodic cancer screening examinations for full-time paid firefighters not enrolled in the State Health Benefits Program, and amending P.L.2021, c.478.

BE IT ENACTED by the Senate and General Assembly of the State of New Jersey:

1. Section 1 of P.L.2021, c.478 (C.52:14-17.29ii) is amended to read as follows:

1. a. A firefighter employed as a full-time paid employee of a fire department or unit of this State or a political subdivision of this State shall be provided a cancer screening examination conducted by a physician not less than three years after the start of the firefighter's employment as a firefighter and every three years thereafter during the course of the firefighter's employment. The examination shall include screening for, at a minimum and when applicable, the following cancers:

- (1) colon;
- (2) lung;
- (3) bladder;
- (4) oral;
- (5) thyroid;
- (6) skin;
- (7) blood;
- (8) breast;
- (9) cervical
- (10) testicular; and
- (11) prostate.

b. Subsection a. of this section shall apply to a firefighter enrolled in the State Health Benefits Program as occupational coverage. For the purpose of this subsection, employment as a full-time paid employee of a fire department or unit of this State or a political subdivision of this State shall be a pre-existing condition.

c. (1) Notwithstanding the provisions of any other law, rule, or regulation to the contrary, beginning January 1, 2023 and for each plan year thereafter, a public employer that does not participate in the State Health Benefits Program shall provide health care benefits coverage for its employees that offers cancer screening examinations consistent with the requirement of subsection a. of this section. A public employer that does not participate in the State Health Benefits Program shall be eligible for [reimbursement] payment from the State for [its] the cost of providing benefits coverage for such examinations upon proof satisfactory to the Department of the Treasury that the examination has been performed by a physician; provided, however, at no time shall the cost being [reimbursed] remitted to the public employer by the State for the full examination required under subsection a. of this section exceed \$1,250 per three-year period for each firefighter.

(2) Notwithstanding the provisions of any other law, rule, or regulation to the contrary, beginning on the effective date of P.L. , c. (pending before the Legislature as this bill), a public employer that participates in the State Health Benefits Program shall provide coverage for cancer screening examinations consistent with the requirement of subsection a. of this section for an employee who is eligible for other health care coverage and waives coverage under the State Health Benefits Program to

which the employee is entitled by virtue of employment with the employer. Such public employer shall be eligible for payment from the State for the cost of providing such examinations upon proof satisfactory to the Department of the Treasury that the examination has been performed by a physician; provided, however, at no time shall the cost being remitted to the public employer by the State for the full examination required under subsection a. of this section exceed \$1,250 per three-year period for each firefighter.

No co-payment, deductible, coinsurance, or out-of-pocket expense shall be required for such examinations.

A public employer shall maintain adequate records to facilitate the reimbursement authorized pursuant to this subsection.

For the purpose of this subsection, employment as a full-time paid employee of a fire department or unit of this State or a political subdivision of this State shall be a pre-existing condition. There shall be an appropriation from the State General Fund in each annual appropriations act of such funds as necessary for the purposes of this section.

(cf: P.L.2022, c.109, s.1)

2. This act shall take effect immediately.

STATEMENT

This bill mandates access to periodic cancer screening examinations for firefighters who waive employer-sponsored health care coverage, but are eligible for coverage under the State Health Benefits Program (SHBP) by virtue of employment with a public employer that participates in the SHBP. Current law entitles a firefighter enrolled in the SHBP, or a firefighter employed by a public employer that does not participate in the SHBP, to a cancer screening examinations every three years and specifies that the State will reimburse providers or such public employers an amount not to exceed \$1,250 per three-year period. The bills extends these reimbursement provisions to firefighters who waive employer-sponsored health care coverage, but are eligible for coverage under the SHBP by virtue of employment with a public employer that participates in the SHBP.

Mandates access to periodic cancer screening examinations for professional firefighters not enrolled in SHBP, but who are eligible for SHBP by virtue of public employment.

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT #1
BOROUGH OF PINE HILL

CLOSED SESSION
Resolution 25-20

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 personnel matters in closed session.

Date: February 6, 2025



Christopher Harris, Secretary

Record of Vote:

Commissioner	Motion	2nd	Yes	No	Abstain	Absent
Hagarty						✓
Harris		✓	✓			
Briggs			✓			
Wakeley	✓		✓			
Waddington			✓			

I, Hannah Lower, Business Administrator of the Board of Fire Commissioners, Fire District #1, Borough of Pine Hill, County of Camden, State of New Jersey, hereby certify that the foregoing Resolution was duly adopted by the Commissioners at the emergency special meeting held on February 6, 2025.


Hannah Lower, Administrator

Pine Hill Fire Department

Chief's Monthly Report

January 2025

Meetings:

- On Friday evening the 3rd, I attended the fire company officers meeting.
- On Tuesday evening the 7th, I attended the swearing in for the Deputy Chief & Battalion Chief for Lambs Terrace Fire Company.
- On Wednesday evening the 8th, I attended the Fire District workshop meeting.
- On Wednesday evening the 8th, I attended the Fire District meeting.
- On Thursday evening the 9th, I attended the Camden County Fire Chiefs meeting at Stratford Fire Company.
- On Tuesday evening the 14th, I attended the fire company meeting.
- On Tuesday evening the 14th, I attended the fire company relief association meeting.
- On Thursday evening the 16th, I met with the Fire Chief from the Mount Holly Fire Department in Mount Holly and showed him our Stipend Program.
- On Friday evening the 17th, I attended a meeting with the three chiefs from the Lambs Terrace Fire Company.
- On Saturday morning the 18th, I attended the Firefighter 1 orientation with our six fire recruits.
- On Tuesday morning the 21st, I met with Commissioner Harris to discuss payroll.
- On Thursday morning the 23rd, Battalion Chief Pizzo and I had a meeting with Firefighter Hitzelberger.

Calls for Service / Significant Concerns:

- On Thursday afternoon the 23rd, I responded along with Battalion 6 and Tower Ladder 6 to 220 Laurel Place in Blackwood for a reported dwelling fire. Battalion 6 took the "C" division and the crew from the Tower ladder set up for defensive operations in case it was needed. This was a bedroom fire that was quickly extinguished.

Public Relations:

- Thursday evening the 23rd, we had the duty crew participate in a program at the John Glenn School.
- On Wednesday evening the 29th, we had the duty crew participate in a program at the Bean School.

SOP's/SOG's:

- We are still creating and renewing our policies.

Training:

- On Tuesday evening the 28th, I attended the fire department monthly training.
- On Tuesday morning the 28th, I completed the fire department's mandatory MELJIF training.
- On Tuesday afternoon the 28th, I completed the Fire Districts Cyber Security Training.

Banquet:

- On Monday afternoon the 27th, Battalion Chief Pizzo & I went to Paul's Trophy to order awards for the department banquet.

Viewing:

- On Tuesday afternoon the 28th, I attended the viewing for the wife of Matt Huff from the Pine Hill MUA.

Firefighter - 1:

- We sent 6 members to Firefighter 1, and we still currently have 5 participating. One member dropped out and we are working to hold her accountable to the contract she signed.

Discipline:

- On Wednesday afternoon the 22nd, Battalion Chief Pizzo and I handled a disciplinary issue with one of the career firefighters.

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

Month of: December 2024

Inspection Totals:

Type Conducted	Monthly Totals
Life Hazard Use Inspection(s)	17
Fire Safety Inspection – Non LHU(s)	1
Re-Inspection(s)	4
Smoke Detector & CO Detector Compliance(s)	9
Complaint(s)	0
Fire Investigation(s)	0

Financial:

Type of Fee Collected	Monthly Totals
Annual Registration / Inspection Fees	658.00
Smoke Detector & CO Detector Compliance	630.00
Permit Fees	0
Number of Permits Issued	0
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	1,288.00

Requests:

The following Items are requests for purchase/appropriation:

N/A

Comments:

N/A

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Timothy Shannon', is written over the printed name and title. The signature is stylized and cursive.

Timothy Shannon
Fire Official

Pine Hill Fire Prevention Bureau
 Inspector's Activity Report for the period: 12/01/2024 to 12/31/2024
 Printed: 12/31/2024 Page: 1

Inspector	T	Date	Property	Address
Michael B Brezee	P	12/04/2024	Pine Hill Borough Hall	45 W. 7th Avenue
	P	12/18/2024	Bromley Estate Clubhouse	610 Bromley Estate
	P	12/22/2024	Pine Valley Golf Club (Annex Building)	3 Fairway Drive
	P	12/22/2024	Pine Valley Golf Club (Brown Cottage)	3 Fairway Drive
	P	12/22/2024	Pine Valley Golf Club (Centennial House)	3 Fairway Drive
	P	12/22/2024	Pine Valley Golf Club (Club House1)	3 Fairway Drive
	P	12/22/2024	Pine Valley Golf Club (Crump House)	3 Fairway Drive
	P	12/22/2024	Pine Valley Golf Club (Dickenson Cottage)	3 Fairway Drive
	P	12/22/2024	Pine Valley Golf Club (Grounds Maintenance)	3 Fairway Drive
	P	12/22/2024	Pine Valley Golf Club (Lake House 12)	3 Fairway Drive
	P	12/22/2024	Pine Valley Golf Club (Perrin House)	3 Fairway Dr
	P	12/22/2024	Pine Valley Golf Club (Ransome Cottage)	3 Fairway Drive
	P	12/22/2024	Pine Valley Golf Club (The Lodge)	3 Fairway Drive
	R	12/23/2024	Glen Eyre Apartment Building 300	81 W. Hickstown Road
	R	12/23/2024	Glen Eyre Apartment Building 400	81 W. Hickstown Road
	R	12/23/2024	Glen Eyre Apartment Building 600	81 W. Hickstown Road
	P	12/23/2024	Pine Valley Golf Club Environmental	3 Fairway Drive

	Periodic	Re-Inspections	Complaints	Follow-ups	Other	Total
Number of Insp.:	14	3	0	0	0	17
Time Spent:	01:21	00:02	00:00	00:00	00:00	01:23

Pine Hill Fire Prevention Bureau
 Inspector's Activity Report for the period: 12/01/2024 to 12/31/2024
 Printed: 12/31/2024 Page: 2

Inspector	T	Date	Property	Address
Tim Shannon	P	12/06/2024	Tall Pines Mason Run Clubhouse	1704 Tall Pines
	P	12/09/2024	Trump National Golf Club Philadelphia	500 W. Branch Avenue
	P	12/09/2024	Trump National Golf Course (Maintenance)	500 W. Branch Avenue
	P	12/12/2024	Satori House	54 Estates Road
	R	12/31/2024	Satori House	54 Estates Road

	Periodic	Re-Inspections	Complaints	Follow-ups	Other	Total
Number of Insp.:	4	1	0	0	0	5
Time Spent:	00:38	00:01	00:00	00:00	00:00	00:39

Pine Hill Fire Prevention Bureau
 Receipts Ledger for the period: 12/01/2024 to 12/31/2024
 Printed: 12/31/2024 Page: 1

<u>Date</u>	<u>Business/Payor Name</u>	<u>ID/Fee Type</u>	<u>Invoice</u>	<u>Check Number</u>	<u>Check Amt.</u>	<u>Daily Total</u>	<u>MTD Totals</u>	<u>YTD Total</u>
12/09/2024	Taquana Brown	SMOKE DETECTOR	24-6724	19-697180896	\$ 90.00			
12/09/2024	Glen Eyre Apartments Community	PH-0097	24-7997	6789	\$ 58.00			
12/09/2024	Glen Eyre Apartment Building 1	PH-0098	24-7991	6790	\$ 100.00			
12/09/2024	Glen Eyre Apartment Building 2	PH-0099	24-7992	6791	\$ 100.00			
12/09/2024	Glen Eyre Apartment Building 3	PH-0100	24-7993	6792	\$ 100.00			
12/09/2024	Glen Eyre Apartment Building 4	PH-0101	24-7994	6793	\$ 100.00			
12/09/2024	Glen Eyre Apartment Building 5	PH-0102	24-7995	6794	\$ 100.00			
12/09/2024	Glen Eyre Apartment Building 6	PH-0103	24-7996	6795	\$ 100.00	\$ 748.00		
12/12/2024	Barbara Barrett	SMOKE DETECTOR	24-6725	4747	\$ 45.00			
12/12/2024	Jain Realty	SMOKE DETECTOR	24-6726	392	\$ 90.00			
12/12/2024	RPM Realty	SMOKE DETECTOR	24-6727	702	\$ 90.00	\$ 225.00		
12/16/2024	Guy Gilligan	SMOKE DETECTOR	24-6728	Cash	\$ 90.00			
12/16/2024	Liz Fahy	SMOKE DETECTOR	24-6729	29616605842	\$ 45.00	\$ 135.00		
12/23/2024	Curci Investments	SMOKE DETECTOR	24-6730	109	\$ 90.00			
12/23/2024	John Odenath	SMOKE DETECTOR	24-6731	123	\$ 45.00			
12/23/2024	Brandon Alwan	SMOKE DETECTOR	24-6732	220	\$ 45.00	\$ 180.00	\$ 1,288.00	\$ 25,427.41

Fee receipts by type of fee:

SMOKE DETECTOR	9	\$ 630.00
Registration	7	\$ 658.00
Total for the period	16	\$ 1,288.00

**PINE HILL FIRE DISTRICT #1
JANUARY 2025 ADMINISTRATOR'S REPORT**

- Processed payroll
- Made pension payments in a timely manner
- Updated Website
- Entered payroll expenditures in Edmunds
- Entered invoices in Edmunds and printed purchase orders and checks
- Reconciled Bank Statements
- Entered bank deposits in Edmund's
- Typed minutes of the monthly meeting
- Prepared agenda, resolutions, and paperwork for monthly meeting
- Opened and distributed mail daily
- Made bank deposits into fire district account
- Responded to all emails received
- Handled written correspondence
- Answered phone calls daily and assisted residents
- Handled day-to-day operations



Hannah Lower
Fire District Business Administrator