

Pine Hill Fire District #1  
Regular Meeting Minutes  
January 8, 2025

**MEETING CALLED TO ORDER:** Meeting was called to order by Chairman Waddington at 7:32 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 Wakeley – present, Commissioner Hagarty – present, Commissioner Wakeley – present, Commissioner Briggs – present

**OTHER OFFICIALS PRESENT:** Chief Hunter, Battalion Chief Pizzo, Captain John Duvall

**MINUTES:** Chairman Waddington asked if there were any questions regarding the regular minutes for the meeting held on December 5, 2024. There were none. A motion to approve the minutes was made by Commissioner Harris and seconded by Commissioner Hagarty. Motion passed with five yes votes.

Chairman Waddington asked if there were any questions regarding the minutes for the closed session meeting held on December 5, 2024. There were none. A motion to approve the minutes was made by Commissioner Harris and seconded by Commissioner Hagarty. Motion passed with five yes votes.

**COMMUNICATIONS LIST:** Chairman Waddington asked for a motion to approve the following communications as listed on the agenda:

- Proof of publication in the Courier Post of the 2025 meeting dates
- Proof of publication in the Courier Post of the January 8, 2025 workshop meeting
- Proof of publication in the Courier Post of the 2025 Budget Adoption Notice

A motion to approve the communications list was made by Commissioner Hagarty and seconded by Commissioner Harris. Motion passed with five yes votes.

**OLD BUSINESS:**

**Committee Chair Reports:**

- **Fire Equipment and Apparatus Liaison:** Chairman Waddington had nothing to report. Battalion Chief Pizzo said he had an apparatus report: Tower 6 Ladder truck has a quote for repairs that need to get done. It was also repaired today for a coolant leak. Battalion Chief Pizzo also said he had a vehicle getting an oil change. Squad 6 is scheduled to go to Gloucester Township Public Works for maintenance. Engine 6 was quoted for repairs. Brush 6 needs new tires.

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- **Community Relations Liaison:** Commissioner Harris said there was not much going on regarding community relations. Commissioner Harris said great job and to keep up the good work.
- **Information Technology and Equipment Commissioner:** Commissioner Hagarty thanked everyone for completing the training in a timely manner in 2024. He recognized the hard work put into the training and it helps us from an insurance standpoint. He said he will follow up with information from the JIF reorganization meeting. He said five firefighters experienced work-related injuries last year. Chairman Waddington said one of the commissioner's iPad is needing correction so he will be reaching out to the IT company to fix it.
- **Insurance Fund Commissioner:** No report
- **Fire Prevention Commissioner:** Commissioner Harris had no report. Battalion Chief Pizzo said Fire Prevention night was scheduled for September 30<sup>th</sup> this year.

**NEW BUSINESS:**

- **Resolution 24-38: Authorizing Transfer of Budget Appropriations**

Chairman Waddington asked if there were any questions regarding resolution 24-38 on the agenda. There were none. A motion to approve Resolution 24-38 was made by Commissioner Hagarty and seconded by Commissioner Wakeley.

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

- **Second Reading of 2025 Fire District Budget:** Chairman Waddington said that the proposed 2025 Fire District Budget was approved by the State of NJ and was introduced at our meeting in December. A copy was posted in the Pine Hill Borough Hall, and on the Fire District's website. Also, notice of this meeting was published in the Courier Post. Chairman Waddington said that he will open the floor for a public hearing, so residents can ask questions or express their concerns regarding the budget.
- **Open Session/Public Hearing: (Motion to Open/Close):** Chairman Waddington asked for a motion to open the floor for a public hearing regarding the topic of the 2025 Fire District Budget only. A motion to open the floor for a public hearing was made by Commissioner Hagarty and seconded by Commissioner Wakeley. All five Commissioners present were in favor. Motion passed.
  - There was no public participation.
- **Close Public Hearing:** Chairman Waddington asked if there were any further questions regarding the topic of the 2025 Pine Hill Fire District Budget. There were none. A motion

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to close the public hearing was made by Commissioner Hagarty and seconded by Commissioner Wakeley. All five Commissioners present were in favor. Motion passed.

○ **Resolution 25-01: Adoption of 2025 Budget**

Chairman Waddington asked if there were any questions regarding Resolution #25-01 on the agenda. A motion to approve resolution 24-01 was made by Commissioner Hagarty and seconded by Commissioner Wakeley.

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

○ **Resolution 25-02: Approval and Payment of Bills**

Chairman Waddington asked if there were any questions regarding the bill list that was included with the agenda. There were none. A motion to approve Resolution 25-02 was made by Commissioner Wakeley and seconded by Commissioner Hagarty.

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

○ **Resolutions 25-03 through 25-18**

Chairman Waddington said that Resolutions 25-03 through 25-18 will be voted on using a single motion and vote. A motion to vote on resolutions 25-03 through 25-18 was made by Commissioner Wakeley and seconded by Commissioner Hagarty.

***Roll Call Vote: Commissioner Waddington – yes, Commissioner Briggs – yes, Commissioner Wakeley – yes, Commissioner Hagarty – yes, Commissioner Harris – yes. Motion passed with five yes votes.***

- **Resolution 25-03:** Appointment of Fire Chief
- **Resolution 25-04:** Appointment of Fire Official
- **Resolution 25-05:** Grant Application Approval
- **Resolution 25-06:** Designation of Official Depository
- **Resolution 25-07:** Adoption of Cash Management Plan
- **Resolution 25-08:** Designation of Official Publication
- **Resolution 25-09:** Appointment of JIF Fund Commissioner and Alternate
- **Resolution 25-10:** Awarding Professional Services Contract for Solicitor
- **Resolution 25-11:** Awarding Professional Services Contract for Auditor
- **Resolution 25-12:** Awarding Professional Services Contract for Insurance Consultant
- **Resolution 25-13:** Awarding Professional Services Contract for Medical Provider
- **Resolution 25-14:** Awarding Professional Services Contract for Computer Maintenance
- **Resolution 25-15:** Salaries for Fire District Commissioners and Employees

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- **Resolution 25-16:** Schedule of Meeting Dates for 2024
- **Resolution 25-17:** Appointment of Fire District Administrator
- **Resolution 25-18:** Establishing Public Portion of Meeting Requirements

**NOMINATIONS:**

- **Chairman:** Commissioner Waddington was nominated by Commissioner Wakeley and seconded by Commissioner Hagarty.
- **Vice Chairman:** Commissioner Wakeley was nominated by Commissioner Hagarty and seconded by Commissioner Harris.
- **Secretary:** Commissioner Harris was nominated by Commissioner Wakeley and seconded by Commissioner Hagarty.
- **Treasurer:** Commissioner Hagarty was nominated by Commissioner Wakeley and seconded by Commissioner Harris.
- **Personnel:** Commissioner Harris was nominated by Commissioner Wakeley and seconded by Commissioner Hagarty.

**FIRE CHIEF'S REPORT:** See attached report. The Commissioners and Chief Hunter had a discussion regarding switching from using EMS Charts to Fire Recovery USA. Commissioner Wakeley asked if we could use the same company for both EMS and the firefighters. Chief Hunter said we need to use two companies for benefit purposes. Chief Hunter said he had a lot of support from doing the Santa run at night. He said they had one complaint from a resident and they brought the family to the firehouse to personally meet Santa. Chairman Waddington asked if Chief Hunter had anything else to report. Chief Hunter said no. Commissioner Hagarty thanked the chiefs for the effort that goes into the monthly reports and said they were comprehensive.

**FIRE OFFICIAL'S REPORT:** See attached report.

**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 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 Wakeley and seconded by Commissioner Hagarty. All were in favor. Motion passed.

**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

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January 8, 2025

to the public was made by Commissioner Hagarty and seconded by Commissioner Wakeley. All were in favor. Motion passed.

**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 Hagarty. All were in favor. Motion passed.

The meeting adjourned at 8:01 p.m.



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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

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| 10871186       | PINE HILL FIRE DISTRICT #1<br>BOARD OF FIRE COMMISSIONERS<br>NOTICE OF MEETING SCHED | 2 x 23.00 x 1                | \$0.43         | \$49.78        |
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Meeting Schedule  
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 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: \_\_\_\_\_

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Date: 12/22/2024 

Signature: \_\_\_\_\_

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**Official Position: Clerk**

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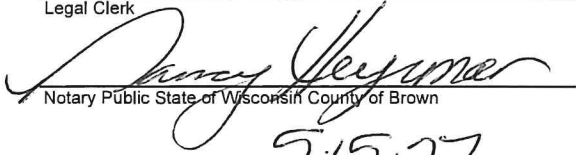
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**Brown County**

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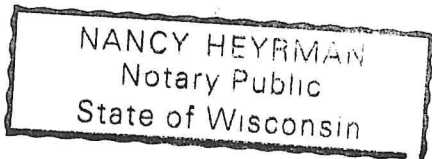
Legal Clerk



Notary Public State of Wisconsin County of Brown

5-15-27

My commission expires



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

The Pine Hill Board of Fire Commissioners is publishing its meeting calendar for 2025. The meetings scheduled for the Board of Fire Commissioners are set for the first Thursday of each month at 7:30 P.M.

All meetings will be held at the Pine Hill Municipal Building 45 W. 7th Ave, Pine Hill, NJ 08871

- |                             |                   |
|-----------------------------|-------------------|
| JANUARY 8, 2025 (Wednesday) | JULY 3, 2025      |
| FEBRUARY 6, 2025            | AUGUST 7, 2025    |
| MARCH 6, 2025               | SEPTEMBER 4, 2025 |
| APRIL 3, 2025               | OCTOBER 2, 2025   |
| MAY 1, 2025                 | NOVEMBER 6, 2025  |
| JUNE 5, 2025                | DECEMBER 4, 2025  |

Hannah Lower  
Business Administrator  
12/22/2024 (\$19,78)



**\* LocaliQ**  
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

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

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Date: 12/29/2024

Signature: 

Federal ID #: 061032273

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Order Number : 10885431

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Brown County

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12/29/2024



Legal Clerk



Notary Public State of Wisconsin County of Brown

8-21-26

My commission expires

NICOLE JACOBS  
Notary Public  
State of Wisconsin

PINE HILL FIRE DISTRICT #1  
BOARD OF FIRE COMMISSIONERS  
BOROUGH OF PINE HILL, CAMDEN  
COUNTY, NJ  
NOTICE OF WORKSHOP MEETING  
UPDATE – TIME CHANGED

The Pine Hill Fire District No. 1 Board of Fire Commissioners will hold a workshop meeting for the purpose of discussing equipment and personnel issues. No decisions or votes will be made at this meeting. The public is invited to attend. The meeting will be held on Wednesday, January 8, 2025 at 5:30 p.m. The meeting will take place at the Pine Hill Municipal Building located at 45 W. 7th Ave. Pine Hill, NJ 08021.

Hannah Lower  
Business Administrator

12/29/2024 (\$10.32)

**\* LocaliQ**  
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  
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Pine Hill NJ 08021-7303  
Acct: 1122763

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| 10857755       | BOARD OF FIRE COMMISSIONERS DISTRICT #1<br>BOROUGH OF PINE HILL<br>CAMDEN COUNTY, NE | 1 x 47.00 x 1                | \$0.43         | \$50.21        |
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2025 Budget  
Adoption

**CERTIFICATION BY RECEIVING AGENCY**  
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SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

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Date: 12/18/2024

Signature: \_\_\_\_\_

**Federal ID #: 061032273**

**Official Position: Clerk**

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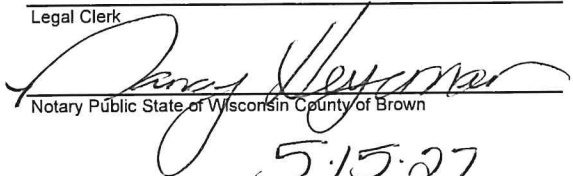
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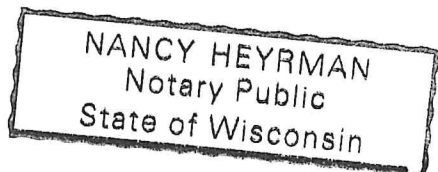
Legal Clerk



Notary Public State of Wisconsin County of Brown

5.15.27

My commission expires



BOARD OF FIRE COMMISSIONERS  
DISTRICT #1  
BOROUGH OF PINE HILL  
CAMDEN COUNTY, NEW JERSEY  
1109 ERIAL ROAD,  
PINE HILL, NJ 08021

OPEN PUBLIC MEETING NOTICE  
Pine Hill Board of Fire Commissioners  
District #1

2025 Budget Adoption Notice

The Pine Hill Board of Fire Commissioners will hold a public hearing to adopt the 2025 Fire District Budget at their regularly scheduled meeting on Wednesday, January 8, 2025. This meeting will be held in the Court Room of the Borough of Pine Hill Municipal Building, located at 45 W. 7th Ave., Pine Hill, NJ. The meeting will start at 7:30 P.M. The annual budget reflects Total Revenues of \$1,721,492.86 which includes an amount to be raised by taxation of \$1,523,066.04 and Total Appropriations of \$1,721,492.86. The public will have the opportunity to be heard at this meeting. Formal action will be taken after the public hearing. Copies of the 2025 budget will be available upon request during the week preceding the hearing and during the hearing. Copies of the proposed budget can be obtained by contacting the Business Administrator by phone at (856) 783-8666 or by email at [hlower@pinehillfiredistrict.com](mailto:hlower@pinehillfiredistrict.com).

Hannah Lower  
Business Administrator  
December 16, 2024

12/18/2024 (\$20.21)

**Board of Fire Commissioners  
Fire District #1  
Borough of Pine Hill**

**Authorizing Transfer of Budget Appropriations  
Resolution #24-38 (Omitted from December's Meeting)**

WHEREAS, the Board of Fire Commissioners has determined that certain Budget Appropriations in the 2024 district budget are not sufficient to meet anticipated expenses; and

WHEREAS, transfers between appropriations are permitted pursuant to N.J.S.A.40A:14-78.9; and

WHEREAS, Reimbursements are expected from the American Rescue Plan Firefighter Grant for personal Protective equipment. Grant period is 5/16/2024 to 6/30/2025.

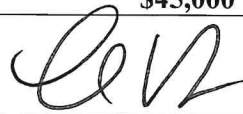
WHEREAS, the DCA did not authorize the fire district to submit reimbursements until November 2024.

WHEREAS, the fire district was going through a transition of business administrators

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners District No. 1, Borough of Pine Hill, County of Camden and State of New Jersey that Appropriation Transfers be made as follows:

| Account Description                       | Transferred From: | Transferred To: |
|---|-------------------|-----------------|
| HEALTH INSURANCE – FIREFIGHTERS (002-304) | \$45,000          |                 |
| PERSONAL PROTECTIVE EQUIPMENT (002-232)   |                   | \$36,000        |
| STIPENDS – FILL-IN FIREFIGHTERS (002-228) |                   | \$9,000         |
|   |                   |                 |
|   |                   |                 |
|   |                   |                 |
| <b>Total Amounts Transferred</b>          | <b>\$45,000</b>   | <b>\$45,000</b> |

Dated: January 8, 2025



Christopher Harris, Secretary

Record of Vote:

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

Resolution 24-38

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 meeting held on January 8, 2025.

Respectfully Submitted,



Hannah Lower  
Business Administrator

# 2025 ADOPTED BUDGET RESOLUTION

Pine Hill Borough FD No. 1

**FISCAL YEAR: January 1, 2025 to December 31, 2025**

WHEREAS, the Annual Budget for the Pine Hill Borough FD No. 1 (the 'Fire District') for the fiscal year beginning January 1, 2025 and ending December 31, 2025 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 8, 2025; 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 \$1,721,492.86 which includes amount to be raised by taxation of \$1,523,066.04, and Total Appropriations of \$1,721,492.86; and

WHEREAS, an election shall be held annually on the third Saturday of February (only if required) 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 January 8, 2025 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2025 and ending December 31, 2025 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,721,492.86, which includes amount to be raised by taxation of \$1,523,066.04, and Total Appropriations of \$1,721,492.86; 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 (only if required) 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.

charris@pinehillfiredistrict.com  
(Secretary's Signature)

8-Jan-25  
(Date)

**Board of Commissioners Recorded Vote**

| Member                  | Aye | Nay | Abstain | Absent |
|-------------------------|-----|-----|---------|--------|
| Commissioner Waddington | ✓   |     |         |        |
| Commissioner Wakeley    | ✓   |     |         |        |
| Commissioner Hagarty    | ✓   |     |         |        |
| Commissioner Harris     | ✓   |     |         |        |
| Commissioner Briggs     | ✓   |     |         |        |



RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1  
 BOROUGH OF PINE HILL  
 AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS  
 #25-02

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:** January 8, 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 January 8, 2025.

  
 Hannah Lower  
 Business Administrator

P.O. Type: All  
 Range: 24000348 to 25000012  
 Format: Condensed  
 Vendors: All  
 Rcvd Batch Id Range: First to Last

Open: N Paid: N Void: N  
 Rcvd: Y Held: N Aprv: N  
 Bid: Y State: Y 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 |
|----------|----------|----------|--------------------------------|--------------------------------|--------|-------------|---------|
| 24000348 | 12/18/24 | TG001    | TOWNSHIP OF GLOUCESTER         | FUEL BILL NOV 2024             | Open   | 1,298.99    | 0.00    |
| 24000349 | 12/18/24 | DIVAL005 | DIVAL SAFETY EQUIPMENT, INC    | PARTS FOR INTAKE VALVE         | Open   | 65.38       | 0.00    |
| 24000350 | 12/18/24 | BTM001   | BOUND TREE MEDICAL,LLC         | AED STAT PADZ + OXYGEN MASKS   | Open   | 348.10      | 0.00    |
| 24000351 | 12/18/24 | AUTOTRK0 | AUTO & TRUCK PARTS OF DEPTFORD | DC INVERTER                    | Open   | 156.50      | 0.00    |
| 24000352 | 12/18/24 | AIRGA005 | AIRGAS USA, LLC                | OXYGEN CYLINDER                | Open   | 159.38      | 0.00    |
| 24000353 | 12/18/24 | AIRGA005 | AIRGAS USA, LLC                | MONTHLY CYLINDER RENTAL        | Open   | 32.30       | 0.00    |
| 24000354 | 12/19/24 | EDM01    | Edmunds GovTech, Inc.          | 2025 SOFTWARE MAINTENANCE      | Open   | 4,065.94    | 0.00    |
| 24000355 | 12/20/24 | RCGCFA01 | Rowan College of South Jersey  | FIRE&EMS INSTRUCTOR 2 TRAINING | Open   | 100.00      | 0.00    |
| 24000356 | 12/20/24 | SALEM005 | SALEM COUNTY FIRE ACADEMY      | HAZMAT INCIDENT COMM. TUITION  | Open   | 100.00      | 0.00    |
| 24000357 | 12/24/24 | ALLGE005 | ALL GEARED UP, LLC             | ADD VELCRO + PATCH TO GARMENT  | Open   | 35.00       | 0.00    |
| 24000358 | 12/24/24 | ALLGE005 | ALL GEARED UP, LLC             | ADD 2 SLEEVE STRIPES TO JACKET | Open   | 40.00       | 0.00    |
| 24000359 | 12/24/24 | ALLGE005 | ALL GEARED UP, LLC             | SCREEN PRINT ON GARMENT        | Open   | 140.00      | 0.00    |
| 24000360 | 12/24/24 | ALLGE005 | ALL GEARED UP, LLC             | JOB SHIRTS AND JACKETS         | Open   | 1,995.00    | 0.00    |
| 24000361 | 12/24/24 | FSS01    | FIRE & SAFETY SERVICE, LTD     | MOTOR BLOWER ASSEMBLY          | Open   | 508.31      | 0.00    |
| 24000362 | 12/30/24 | CAS01    | CASA PAYROLL SERVICE, LLC      | DECEMBER PAYROLL               | Open   | 845.25      | 0.00    |
| 24000363 | 12/31/24 | STEVE005 | Steven Dilks                   | REIMBURSEMENT FOR MATERIALS    | Open   | 63.91       | 0.00    |
| 24000364 | 12/31/24 | STEVE005 | Steven Dilks                   | REIMBURSEMENT FOR MATERIALS    | Open   | 128.76      | 0.00    |
| 24000365 | 12/31/24 | AUTOTRK0 | AUTO & TRUCK PARTS OF DEPTFORD | WINDSHIELD WASH + ANTIFREEZE   | Open   | 35.60       | 0.00    |
| 24000366 | 12/31/24 | BOA00001 | Bank of America                | P CARD PURCHASES DEC 24        | Open   | 2,501.46    | 0.00    |
| 24000367 | 01/03/25 | IMC01    | INTERSTATE MOBILE CARE, INC.   | MEDICAL SERVICES               | Open   | 1,234.00    | 0.00    |
| 24000368 | 01/03/25 | FSS01    | FIRE & SAFETY SERVICE, LTD     | AERIAL PM SERVICE              | Open   | 3,200.00    | 0.00    |
| 24000369 | 01/03/25 | PRP01    | WITMER PUBLIC SAFETY GROUP,INC | WILDLAND OVERSHIRTS            | Open   | 1,077.23    | 0.00    |
| 24000370 | 01/03/25 | PRP01    | WITMER PUBLIC SAFETY GROUP,INC | FULL BRIM WILDLAND HELMETS     | Open   | 249.00      | 0.00    |
| 24000371 | 01/03/25 | PRP01    | WITMER PUBLIC SAFETY GROUP,INC | LEATHER FRONTS                 | Open   | 442.52      | 0.00    |
| 24000372 | 01/03/25 | PRP01    | WITMER PUBLIC SAFETY GROUP,INC | WILDLAND HELMET SHROUDS        | Open   | 110.00      | 0.00    |
| 24000375 | 01/03/25 | BTM001   | BOUND TREE MEDICAL,LLC         | MASK CLEANING WIPES            | Open   | 93.99       | 0.00    |
| 24000376 | 01/04/25 | GLASS005 | GLASS AMERICA LLC              | WINDSHIELD INSTALLATION        | Open   | 295.32      | 0.00    |
| 24000377 | 01/04/25 | IMC01    | INTERSTATE MOBILE CARE, INC.   | HEALTH EXAMS                   | Open   | 1,500.00    | 0.00    |
| 25000001 | 01/07/25 | DC001    | DAVID F. CARLAMERE             | SOLICITOR'S FEES FOR 2025      | Open   | 450.00      | 0.00    |
| 25000002 | 01/07/25 | PHFD1    | PINE HILL FIRE DEPT.           | LEASE PAYMENT FOR JAN 2025     | Open   | 8,250.00    | 0.00    |
| 25000003 | 01/07/25 | STATE005 | State of NJ Health Benefits    | HEALTH BENEFITS JAN 25         | Open   | 10,877.85   | 0.00    |
| 25000004 | 01/07/25 | CASH1    | PETTY CASH                     | DUTY CREW MEALS JAN 25         | Open   | 1,200.00    | 0.00    |
| 25000005 | 01/07/25 | CASH1    | PETTY CASH                     | DUTY CREW MEALS FEB 25         | Open   | 1,200.00    | 0.00    |
| 25000006 | 01/07/25 | ZOLLD005 | ZOLL DATA SYSTEMS, INC.        | EMS CHARTS JANUARY 2025        | Open   | 183.80      | 0.00    |
| 25000007 | 01/07/25 | JHART005 | J. HARTE ASSOCIATES LLC        | MONTHLY BILLING JANUARY 2025   | Open   | 1,006.99    | 0.00    |
| 25000008 | 01/07/25 | JHART005 | J. HARTE ASSOCIATES LLC        | WEBSITE HOSTING CHARGE 2025    | Open   | 499.00      | 0.00    |
| 25000009 | 01/07/25 | KYOCE010 | KYOCERA DOCUMENT SOLUTIONS     | COPIER LEASE JANUARY 2025      | Open   | 87.62       | 0.00    |
| 25000010 | 01/07/25 | FIRST010 | FIRST ARRIVING IO, INC.        | DASHBOARD RENEWAL              | Open   | 741.57      | 0.00    |
| 25000011 | 01/07/25 | FIR001   | First Responder JIF            | FUND YEAR 2025                 | Open   | 37,411.00   | 0.00    |
| 25000012 | 01/07/25 | AMAZO005 | AMAZON CAPITAL SERVICES, INC.  | BATTERIES FOR AIRPACKS         | Open   | 107.76      | 0.00    |

Total Purchase Orders: 40 Total P.O. Line Items: 0 Total List Amount: 82,837.53 Total Void Amount: 0.00

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| Totals by Year-Fund<br>Fund Description | Fund | Budget Total     | Revenue Total | G/L Total   | Total            |
|---|------|------------------|---------------|-------------|------------------|
| GENERAL                                 | 4-GN | 20,821.94        | 0.00          | 0.00        | 20,821.94        |
| GENERAL                                 | 5-GN | 62,015.59        | 0.00          | 0.00        | 62,015.59        |
| Total of All Funds:                     |      | <u>82,837.53</u> | <u>0.00</u>   | <u>0.00</u> | <u>82,837.53</u> |

Range of Checking Accts: GENERAL to GENERAL      Range of Check Ids: 12893 to 12925  
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 |
|---------|------------|---|-------------|-----------------|---------|
| ✓ 12893 | 01/08/25   | AIRGA005 AIRGAS USA, LLC                | 159.38      |                 | 1156    |
| ✓ 12894 | 01/08/25   | AIRGA005 AIRGAS USA, LLC                | 32.30       |                 | 1156    |
| ✓ 12895 | 01/08/25   | ALLGE005 ALL GEARED UP, LLC             | 2,210.00    |                 | 1156    |
| ✓ 12896 | 01/08/25   | AMAZO005 AMAZON CAPITAL SERVICES, INC.  | 107.76      |                 | 1156    |
| ✓ 12897 | 01/08/25   | AUTOTRK0 AUTO & TRUCK PARTS OF DEPTFORD | 156.50      |                 | 1156    |
| ✓ 12898 | 01/08/25   | AUTOTRK0 AUTO & TRUCK PARTS OF DEPTFORD | 35.60       |                 | 1156    |
| ✓ 12899 | 01/08/25   | BOA00001 Bank of America                | 2,501.46    |                 | 1156    |
| ✓ 12900 | 01/08/25   | BTM001 BOUND TREE MEDICAL,LLC           | 348.10      |                 | 1156    |
| ✓ 12901 | 01/08/25   | BTM001 BOUND TREE MEDICAL,LLC           | 93.99       |                 | 1156    |
| ✓ 12902 | 01/08/25   | CAS01 CASA PAYROLL SERVICE, LLC         | 845.25      |                 | 1156    |
| ✓ 12903 | 01/08/25   | CASH1 PETTY CASH                        | 1,200.00    |                 | 1156    |
| ✓ 12904 | 01/08/25   | CASH1 PETTY CASH                        | 1,200.00    |                 | 1156    |
| ✓ 12905 | 01/08/25   | DC001 DAVID F. CARLAMERE                | 450.00      |                 | 1156    |
| ✓ 12906 | 01/08/25   | DIVAL005 DIVAL SAFETY EQUIPMENT, INC    | 65.38       |                 | 1156    |
| ✓ 12907 | 01/08/25   | EDM01 Edmunds GovTech, Inc.             | 4,065.94    |                 | 1156    |
| ✓ 12908 | 01/08/25   | FIR001 First Responder JIF              | 37,411.00   |                 | 1156    |
| ✓ 12909 | 01/08/25   | FIRST010 FIRST ARRIVING IO, INC.        | 741.57      |                 | 1156    |
| ✓ 12910 | 01/08/25   | FSS01 FIRE & SAFETY SERVICE, LTD        | 508.31      |                 | 1156    |
| ✓ 12911 | 01/08/25   | FSS01 FIRE & SAFETY SERVICE, LTD        | 3,200.00    |                 | 1156    |
| ✓ 12912 | 01/08/25   | GLASS005 GLASS AMERICA LLC              | 295.32      |                 | 1156    |
| ✓ 12913 | 01/08/25   | IMC01 INTERSTATE MOBILE CARE, INC.      | 1,234.00    |                 | 1156    |
| ✓ 12914 | 01/08/25   | IMC01 INTERSTATE MOBILE CARE, INC.      | 1,500.00    |                 | 1156    |
| ✓ 12915 | 01/08/25   | JHART005 J. HARTE ASSOCIATES LLC        | 1,006.99    |                 | 1156    |
| ✓ 12916 | 01/08/25   | JHART005 J. HARTE ASSOCIATES LLC        | 499.00      |                 | 1156    |
| ✓ 12917 | 01/08/25   | KYOCE010 KYOCERA DOCUMENT SOLUTIONS     | 87.62       |                 | 1156    |
| ✓ 12918 | 01/08/25   | PHFD1 PINE HILL FIRE DEPT.              | 8,250.00    |                 | 1156    |
| ✓ 12919 | 01/08/25   | PRP01 WITMER PUBLIC SAFETY GROUP, INC   | 1,878.75    |                 | 1156    |
| ✓ 12920 | 01/08/25   | RCGFA01 Rowan College of South Jersey   | 100.00      |                 | 1156    |
| ✓ 12921 | 01/08/25   | SALEM005 SALEM COUNTY FIRE ACADEMY      | 100.00      |                 | 1156    |
| ✓ 12922 | 01/08/25   | STATE005 State of NJ Health Benefits    | 10,877.85   |                 | 1156    |
| ✓ 12923 | 01/08/25   | STEVE005 Steven Dilks                   | 192.67      |                 | 1156    |
| ✓ 12924 | 01/08/25   | TG001 TOWNSHIP OF GLOUCESTER            | 1,298.99    |                 | 1156    |
| ✓ 12925 | 01/08/25   | ZOLL005 ZOLL DATA SYSTEMS, INC.         | 183.80      |                 | 1156    |

| Report Totals   | <u>Paid</u> | <u>Void</u> | <u>Amount Paid</u> | <u>Amount Void</u> |
|-----------------|-------------|-------------|--------------------|--------------------|
| Checks:         | 33          | 0           | 82,837.53          | 0.00               |
| Direct Deposit: | 0           | 0           | 0.00               | 0.00               |
| Total:          | 33          | 0           | 82,837.53          | 0.00               |

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| Totals by Year-Fund<br>Fund Description | Fund | Budget Total     | Revenue Total | G/L Total   | Total            |
|---|------|------------------|---------------|-------------|------------------|
| GENERAL                                 | 4-GN | 20,821.94        | 0.00          | 0.00        | 20,821.94        |
| GENERAL                                 | 5-GN | 62,015.59        | 0.00          | 0.00        | 62,015.59        |
| Total Of All Funds:                     |      | <u>82,837.53</u> | <u>0.00</u>   | <u>0.00</u> | <u>82,837.53</u> |

Batch Id: HL Batch Type: C Batch Date: 01/08/25 Checking Account: GENERAL G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

| Check No.<br>PO #   | Check Date<br>Enc Date | Vendor # Name<br>Item Description | Payment Amt | Street 1 of Address to be printed on Check<br>Charge Account | Account Type | Status | Seq | Acct |
|---|------------------------|-----------------------------------|-------------|--|--------------|--------|-----|------|
| 01/08/25 AIRGA005 AIRGAS USA, LLC PO Box 734445                     |                        |                                   |             |  |              |        |     |      |
| 24000352  | 12/18/24               | 1 OXYGEN CYLINDER                 | 92.88       | 4-GN- -002-218   | Budget       | Aprv   | 14  | 1    |
|   |                        |                                   |             | Materials & Supplies - Ambulance                             |              |        |     |      |
| 24000352  | 12/18/24               | 2 DELIVERY FEE                    | 42.00       | 4-GN- -002-218   | Budget       | Aprv   | 15  | 1    |
|   |                        |                                   |             | Materials & Supplies - Ambulance                             |              |        |     |      |
| 24000352  | 12/18/24               | 3 FUEL CHARGE                     | 12.50       | 4-GN- -002-218   | Budget       | Aprv   | 16  | 1    |
|   |                        |                                   |             | Materials & Supplies - Ambulance                             |              |        |     |      |
| 24000352  | 12/18/24               | 4 HAZMAT CHARGE                   | 12.00       | 4-GN- -002-218   | Budget       | Aprv   | 17  | 1    |
|   |                        |                                   |             | Materials & Supplies - Ambulance                             |              |        |     |      |
|   |                        |                                   | 159.38      |  |              |        |     |      |
| 01/08/25 AIRGA005 AIRGAS USA, LLC PO Box 734445                     |                        |                                   |             |  |              |        |     |      |
| 24000353  | 12/18/24               | 1 MONTHLY CYLINDER RENTAL         | 19.80       | 4-GN- -002-218   | Budget       | Aprv   | 18  | 1    |
|   |                        |                                   |             | Materials & Supplies - Ambulance                             |              |        |     |      |
| 24000353  | 12/18/24               | 2 HAZMAT CHARGE                   | 12.50       | 4-GN- -002-218   | Budget       | Aprv   | 19  | 1    |
|   |                        |                                   |             | Materials & Supplies - Ambulance                             |              |        |     |      |
|   |                        |                                   | 32.30       |  |              |        |     |      |
| 01/08/25 ALLGE005 ALL GEARED UP, LLC 651 E. EVESHAM RD.             |                        |                                   |             |  |              |        |     |      |
| 24000357  | 12/24/24               | 1 ADD SOFT VELCRO TO GARMENT      | 10.00       | 4-GN- -002-222   | Budget       | Aprv   | 23  | 1    |
|   |                        |                                   |             | Uniforms & Personal Equipment - Fire                         |              |        |     |      |
| 24000357  | 12/24/24               | 2 ADD HARD VELCRO TO GARMENT      | 20.00       | 4-GN- -002-222   | Budget       | Aprv   | 24  | 1    |
|   |                        |                                   |             | Uniforms & Personal Equipment - Fire                         |              |        |     |      |
| 24000357  | 12/24/24               | 3 ADD PATCH TO GARMENT            | 5.00        | 4-GN- -002-222   | Budget       | Aprv   | 25  | 1    |
|   |                        |                                   |             | Uniforms & Personal Equipment - Fire                         |              |        |     |      |
| 24000358  | 12/24/24               | 1 ADD 2 SLEEVE STRIPES TO JACKET  | 40.00       | 4-GN- -002-222   | Budget       | Aprv   | 26  | 1    |
|   |                        |                                   |             | Uniforms & Personal Equipment - Fire                         |              |        |     |      |
| 24000359  | 12/24/24               | 1 SCREEN PRINT ON GARMENT         | 140.00      | 4-GN- -002-232   | Budget       | Aprv   | 27  | 1    |
|   |                        |                                   |             | Personal Protective Equipment                                |              |        |     |      |
| 24000360  | 12/24/24               | 1 JOB SHIRTS 1/4 ZIP              | 1,495.00    | 4-GN- -002-222   | Budget       | Aprv   | 28  | 1    |
|   |                        |                                   |             | Uniforms & Personal Equipment - Fire                         |              |        |     |      |
| 24000360  | 12/24/24               | 2 EMBROIDERED NAME TAG            | 20.00       | 4-GN- -002-222   | Budget       | Aprv   | 29  | 1    |
|   |                        |                                   |             | Uniforms & Personal Equipment - Fire                         |              |        |     |      |
| 24000360  | 12/24/24               | 3 HI-VIS JACKETS                  | 400.00      | 4-GN- -002-222   | Budget       | Aprv   | 30  | 1    |
|   |                        |                                   |             | Uniforms & Personal Equipment - Fire                         |              |        |     |      |
| 24000360  | 12/24/24               | 4 SCREEN PRINT ON GARMENT         | 80.00       | 4-GN- -002-222   | Budget       | Aprv   | 31  | 1    |
|   |                        |                                   |             | Uniforms & Personal Equipment - Fire                         |              |        |     |      |
|   |                        |                                   | 2,210.00    |  |              |        |     |      |
| 01/08/25 AMAZO005 AMAZON CAPITAL SERVICES, INC. PO BOX 035184       |                        |                                   |             |  |              |        |     |      |
| 25000012  | 01/07/25               | 1 BATTERIES FOR AIRPACKS          | 107.76      | 5-GN- -002-217   | Budget       | Aprv   | 105 | 1    |
|   |                        |                                   |             | Materials & Supplies - Fire                                  |              |        |     |      |
|   |                        |                                   | 107.76      |  |              |        |     |      |
| 01/08/25 AUTOTRKO AUTO & TRUCK PARTS OF DEPTFORD 1725 HURFFVILLE RD |                        |                                   |             |  |              |        |     |      |
| 24000351  | 12/18/24               | 1 DC INVERTER                     | 156.50      | 4-GN- -002-213   | Budget       | Aprv   | 13  | 1    |
|   |                        |                                   |             | Maintenance & Repairs - Fire                                 |              |        |     |      |
|   |                        |                                   | 156.50      |  |              |        |     |      |

| Check No.<br>PO #   | Check Date<br>Enc Date | Vendor # Name<br>Item Description | Payment Amt     | Street 1 of Address to be printed on Check<br>Charge Account | Account Type | Status | Seq | Acct |
|---|------------------------|-----------------------------------|-----------------|--|--------------|--------|-----|------|
| 01/08/25 AUTOTRKO AUTO & TRUCK PARTS OF DEPTFORD 1725 HURFFVILLE RD |                        |                                   |                 |  |              |        |     |      |
| 24000365  | 12/31/24               | 1 WINDSHIELD WASH                 | 19.62           | 4-GN- -002-217   | Budget       | Aprv   | 39  | 1    |
|   |                        |                                   |                 | Materials & Supplies - Fire                                  |              |        |     |      |
| 24000365  | 12/31/24               | 2 ANTIFREEZE                      | 15.98           | 4-GN- -002-217   | Budget       | Aprv   | 40  | 1    |
|   |                        |                                   |                 | Materials & Supplies - Fire                                  |              |        |     |      |
|   |                        |                                   | <u>35.60</u>    |  |              |        |     |      |
| 01/08/25 BOA00001 Bank of America PO Box 15731                      |                        |                                   |                 |  |              |        |     |      |
| 24000366  | 12/31/24               | 1 PAPER, PENS, CALENDARS          | 360.22          | 4-GN- -001-202   | Budget       | Aprv   | 41  | 1    |
|   |                        |                                   |                 | Office Expenses  |              |        |     |      |
| 24000366  | 12/31/24               | 2 LOCKSMITH                       | 272.80          | 4-GN- -001-203   | Budget       | Aprv   | 42  | 1    |
|   |                        |                                   |                 | Professional Services  |              |        |     |      |
| 24000366  | 12/31/24               | 3 REFRESHMENTS FOR TRAINING       | 50.00           | 4-GN- -002-219   | Budget       | Aprv   | 43  | 1    |
|   |                        |                                   |                 | Training & Education - Practical                             |              |        |     |      |
| 24000366  | 12/31/24               | 4 PLYWOOD FOR TRAINING            | 112.60          | 4-GN- -002-219   | Budget       | Aprv   | 44  | 1    |
|   |                        |                                   |                 | Training & Education - Practical                             |              |        |     |      |
| 24000366  | 12/31/24               | 5 CP4JUST4U                       | 300.00          | 4-GN- -002-221   | Budget       | Aprv   | 45  | 1    |
|   |                        |                                   |                 | Training & Education - Classes                               |              |        |     |      |
| 24000366  | 12/31/24               | 6 COLLEGE COURSE - PIZZO          | 602.50          | 4-GN- -001-207   | Budget       | Aprv   | 46  | 1    |
|   |                        |                                   |                 | Training & Education   |              |        |     |      |
| 24000366  | 12/31/24               | 7 TISSUES, PENS, PAPER            | 95.65           | 4-GN- -001-202   | Budget       | Aprv   | 47  | 1    |
|   |                        |                                   |                 | Office Expenses  |              |        |     |      |
| 24000366  | 12/31/24               | 8 CALENDAR, FOLDERS & TABS        | 66.86           | 4-GN- -001-202   | Budget       | Aprv   | 48  | 1    |
|   |                        |                                   |                 | Office Expenses  |              |        |     |      |
| 24000366  | 12/31/24               | 9 COMCAST - FIRE MARSHAL          | 102.71          | 4-GN- -003-205   | Budget       | Aprv   | 49  | 1    |
|   |                        |                                   |                 | Utilities and Communications                                 |              |        |     |      |
| 24000366  | 12/31/24               | 10 COMCAST - FIRE DEPT            | 308.12          | 4-GN- -002-230   | Budget       | Aprv   | 50  | 1    |
|   |                        |                                   |                 | Mobile Phones/Utilities                                      |              |        |     |      |
| 24000366  | 12/31/24               | 11 REFRESHMENTS FOR SANTA         | 230.00          | 4-GN- -002-235   | Budget       | Aprv   | 51  | 1    |
|   |                        |                                   |                 | Miscellaneous - Operations                                   |              |        |     |      |
|   |                        |                                   | <u>2,501.46</u> |  |              |        |     |      |
| 01/08/25 BTM001 BOUND TREE MEDICAL, LLC 23537 NETWORK PLACE         |                        |                                   |                 |  |              |        |     |      |
| 24000350  | 12/18/24               | 1 AED PEDIATRIC STAT PADZ         | 167.99          | 4-GN- -002-218   | Budget       | Aprv   | 5   | 1    |
|   |                        |                                   |                 | Materials & Supplies - Ambulance                             |              |        |     |      |
| 24000350  | 12/18/24               | 2 AED ADULT STAT PADZ             | 81.99           | 4-GN- -002-218   | Budget       | Aprv   | 6   | 1    |
|   |                        |                                   |                 | Materials & Supplies - Ambulance                             |              |        |     |      |
| 24000350  | 12/18/24               | 3 CURAPLEX NPA KITS               | 65.78           | 4-GN- -002-218   | Budget       | Aprv   | 7   | 1    |
|   |                        |                                   |                 | Materials & Supplies - Ambulance                             |              |        |     |      |
| 24000350  | 12/18/24               | 4 PEDIATRIC OXYGEN NASAL CANNULA  | 2.76            | 4-GN- -002-218   | Budget       | Aprv   | 8   | 1    |
|   |                        |                                   |                 | Materials & Supplies - Ambulance                             |              |        |     |      |
| 24000350  | 12/18/24               | 5 ADULT OXYGEN NASAL CANNULAS     | 2.76            | 4-GN- -002-218   | Budget       | Aprv   | 9   | 1    |
|   |                        |                                   |                 | Materials & Supplies - Ambulance                             |              |        |     |      |
| 24000350  | 12/18/24               | 6 ADULT OXYGEN MASKS              | 6.45            | 4-GN- -002-218   | Budget       | Aprv   | 10  | 1    |
|   |                        |                                   |                 | Materials & Supplies - Ambulance                             |              |        |     |      |
| 24000350  | 12/18/24               | 7 PEDIATRIC OXYGEN MASKS          | 5.37            | 4-GN- -002-218   | Budget       | Aprv   | 11  | 1    |
|   |                        |                                   |                 | Materials & Supplies - Ambulance                             |              |        |     |      |
| 24000350  | 12/18/24               | 8 FREIGHT                         | 15.00           | 4-GN- -002-218   | Budget       | Aprv   | 12  | 1    |
|   |                        |                                   |                 | Materials & Supplies - Ambulance                             |              |        |     |      |
|   |                        |                                   | <u>348.10</u>   |  |              |        |     |      |
| 01/08/25 BTM001 BOUND TREE MEDICAL, LLC 23537 NETWORK PLACE         |                        |                                   |                 |  |              |        |     |      |

| Check No.<br>PO # | Check Date<br>Enc Date | Vendor # Name<br>Item Description    | Payment Amt      | Street 1 of Address to be printed on Check<br>Charge Account | Account Type | Status | Seq | Acct |
|-------------------|------------------------|--------------------------------------|------------------|--|--------------|--------|-----|------|
| 24000375          | 12/31/24               | 1 MASK CLEANING WIPES                | 84.99            | 4-GN- -002-218<br>Materials & Supplies - Ambulance           | Budget       | Aprv   | 75  | 1    |
| 24000375          | 12/31/24               | 2 FREIGHT                            | 9.00             | 4-GN- -002-218<br>Materials & Supplies - Ambulance           | Budget       | Aprv   | 76  | 1    |
|                   |                        |                                      | <u>93.99</u>     |  |              |        |     |      |
|                   | 01/08/25               | CAS01 CASA PAYROLL SERVICE, LLC      |                  | 3120 FIRE ROAD   |              |        |     |      |
| 24000362          | 12/30/24               | 1 PAY DATE 12-13-24                  | 160.00           | 4-GN- -001-210<br>Payroll Administrative Costs               | Budget       | Aprv   | 34  | 1    |
| 24000362          | 12/30/24               | 2 PAY DATE 12-13-24                  | 71.00            | 4-GN- -001-210<br>Payroll Administrative Costs               | Budget       | Aprv   | 35  | 1    |
| 24000362          | 12/30/24               | 3 PAY DATE 12-31-2024                | 614.25           | 4-GN- -001-210<br>Payroll Administrative Costs               | Budget       | Aprv   | 36  | 1    |
|                   |                        |                                      | <u>845.25</u>    |  |              |        |     |      |
|                   | 01/08/25               | CASH1 PETTY CASH                     |                  | 1109 Erial Road  |              |        |     |      |
| 25000004          | 01/07/25               | 1 DUTY CREW MEALS JAN 25             | 1,200.00         | 5-GN- -002-209<br>Duty Crew Meals                            | Budget       | Aprv   | 87  | 1    |
|                   |                        |                                      | <u>1,200.00</u>  |  |              |        |     |      |
|                   | 01/08/25               | CASH1 PETTY CASH                     |                  | 1109 Erial Road  |              |        |     |      |
| 25000005          | 01/07/25               | 1 DUTY CREW MEALS FEB 25             | 1,200.00         | 5-GN- -002-209<br>Duty Crew Meals                            | Budget       | Aprv   | 88  | 1    |
|                   |                        |                                      | <u>1,200.00</u>  |  |              |        |     |      |
|                   | 01/08/25               | DC001 DAVID F. CARLAMERE             |                  | 18 SOFIA CT.   |              |        |     |      |
| 25000001          | 01/07/25               | 1 SOLICITOR'S FEE FOR JAN 25         | 450.00           | 5-GN- -001-203<br>Professional Services                      | Budget       | Aprv   | 82  | 1    |
|                   |                        |                                      | <u>450.00</u>    |  |              |        |     |      |
|                   | 01/08/25               | DIVAL005 DIVAL SAFETY EQUIPMENT, INC |                  | 1721 NIAGARA ST.   |              |        |     |      |
| 24000349          | 12/18/24               | 1 CUP SEALS                          | 43.38            | 4-GN- -002-213<br>Maintenance & Repairs - Fire               | Budget       | Aprv   | 2   | 1    |
| 24000349          | 12/18/24               | 2 PLASTIC STRIPS                     | 18.50            | 4-GN- -002-213<br>Maintenance & Repairs - Fire               | Budget       | Aprv   | 3   | 1    |
| 24000349          | 12/18/24               | 3 FREIGHT CHARGE                     | 3.50             | 4-GN- -002-213<br>Maintenance & Repairs - Fire               | Budget       | Aprv   | 4   | 1    |
|                   |                        |                                      | <u>65.38</u>     |  |              |        |     |      |
|                   | 01/08/25               | EDM01 Edmunds GovTech, Inc.          |                  | 301 TILTON RD.   |              |        |     |      |
| 24000354          | 12/19/24               | 1 2025 SOFTWARE MAINTENANCE          | 4,065.94         | 4-GN- -001-203<br>Professional Services                      | Budget       | Aprv   | 20  | 1    |
|                   |                        |                                      | <u>4,065.94</u>  |  |              |        |     |      |
|                   | 01/08/25               | FIR001 First Responder JIF           |                  | 51 Everett Drive, Suite B-40                                 |              |        |     |      |
| 25000011          | 01/07/25               | 1 FIRST INSTALLMENT BILL             | 37,411.00        | 5-GN- -002-212<br>Insurance - Other                          | Budget       | Aprv   | 104 | 1    |
|                   |                        |                                      | <u>37,411.00</u> |  |              |        |     |      |
|                   | 01/08/25               | FIRST010 FIRST ARRIVING IO, INC.     |                  | 9555 KINGS CHARTER DR.                                       |              |        |     |      |
| 25000010          | 01/07/25               | 1 DASHBOARD LICENSE RENEWAL          | 741.57           | 5-GN- -001-203<br>Professional Services                      | Budget       | Aprv   | 103 | 1    |



| Check No.<br>PO # | Check Date<br>Enc Date | Vendor #<br>Item Description                     | Name                         | Payment Amt | Street 1 of Address to be printed on Check<br>Charge Account | Account Type | Status | Seq | Acct |
|-------------------|------------------------|--|------------------------------|-------------|--|--------------|--------|-----|------|
|                   |                        |  |                              | 741.57      |  |              |        |     |      |
| 24000361          | 12/24/24               | 01/08/25 FSS01<br>1 MOTOR BLOWER ASSEMBLY        | FIRE & SAFETY SERVICE, LTD   | 489.16      | 200 RYAN STREET<br>4-GN- -002-213                            | Budget       | Aprv   | 32  | 1    |
| 24000361          | 12/24/24               | 2 FREIGHT  |                              | 19.15       | 4-GN- -002-213   | Budget       | Aprv   | 33  | 1    |
|                   |                        |  |                              | 508.31      |  |              |        |     |      |
| 24000368          | 12/31/24               | 01/08/25 FSS01<br>1 AERIAL PM SERVICE            | FIRE & SAFETY SERVICE, LTD   | 3,200.00    | 200 RYAN STREET<br>4-GN- -002-213                            | Budget       | Aprv   | 68  | 1    |
|                   |                        |  |                              | 3,200.00    |  |              |        |     |      |
| 24000376          | 12/31/24               | 01/08/25 GLASS005<br>1 WINDSHIELD                | GLASS AMERICA LLC            | 127.68      | 32347 COLLECTION CENTER DRIVE<br>4-GN- -002-214              | Budget       | Aprv   | 77  | 1    |
| 24000376          | 12/31/24               | 2 INSTALLATION                                   |                              | 110.00      | 4-GN- -002-214   | Budget       | Aprv   | 78  | 1    |
| 24000376          | 12/31/24               | 3 ADHESIVE                                       |                              | 20.00       | 4-GN- -002-214   | Budget       | Aprv   | 79  | 1    |
| 24000376          | 12/31/24               | 4 MOULDING KIT                                   |                              | 37.64       | 4-GN- -002-214   | Budget       | Aprv   | 80  | 1    |
|                   |                        |  |                              | 295.32      |  |              |        |     |      |
| 24000367          | 12/31/24               | 01/08/25 IMC01<br>1 RALSTON VISION EXAM 10/30/24 | INTERSTATE MOBILE CARE, INC. | 25.00       | P.O. BOX 64<br>4-GN- -001-206                                | Budget       | Aprv   | 52  | 1    |
| 24000367          | 12/31/24               | 2 HITZELBERGER VISION EXAM 11/6                  |                              | 25.00       | 4-GN- -001-206   | Budget       | Aprv   | 53  | 1    |
| 24000367          | 12/31/24               | 3 T. LINDSEY RESPR. EXAM 11/7                    |                              | 148.00      | 4-GN- -001-206   | Budget       | Aprv   | 54  | 1    |
| 24000367          | 12/31/24               | 4 T. LINDSEY EKG 11/7/24                         |                              | 75.00       | 4-GN- -001-206   | Budget       | Aprv   | 55  | 1    |
| 24000367          | 12/31/24               | 5 T. LINDSEY DRUG EXAM 11/7/24                   |                              | 65.00       | 4-GN- -001-206   | Budget       | Aprv   | 56  | 1    |
| 24000367          | 12/31/24               | 6 L. SAUTER VISION EXAM 11/13/24                 |                              | 25.00       | 4-GN- -001-206   | Budget       | Aprv   | 57  | 1    |
| 24000367          | 12/31/24               | 7 D. PIERCE VISION EXAM 11/19/24                 |                              | 25.00       | 4-GN- -001-206   | Budget       | Aprv   | 58  | 1    |
| 24000367          | 12/31/24               | 8 TOMASCO SR RTD EXAM 11/20/24                   |                              | 250.00      | 4-GN- -001-206   | Budget       | Aprv   | 59  | 1    |
| 24000367          | 12/31/24               | 9 TOMASCO SR EGK 11/20/24                        |                              | 75.00       | 4-GN- -001-206   | Budget       | Aprv   | 60  | 1    |
| 24000367          | 12/31/24               | 10 G. HERIEGEL RESPR. EXAM 11/20                 |                              | 148.00      | 4-GN- -001-206   | Budget       | Aprv   | 61  | 1    |
| 24000367          | 12/31/24               | 11 G. HERIEGEL EKG 11/20/24                      |                              | 75.00       | 4-GN- -001-206   | Budget       | Aprv   | 62  | 1    |
| 24000367          | 12/31/24               | 12 G. HERIEGEL VISION EXAM 11/20                 |                              | 25.00       | 4-GN- -001-206   | Budget       | Aprv   | 63  | 1    |
| 24000367          | 12/31/24               | 13 B. WOODALL RESP. EXAM 11/20                   |                              | 148.00      | 4-GN- -001-206   | Budget       | Aprv   | 64  | 1    |

| Check No.<br>PO # | Check Date<br>Enc Date | Vendor # Name<br>Item Description     | Payment Amt     | Street 1 of Address to be printed on Check<br>Charge Account<br>Description | Account Type | Status | Seq | Acct |
|-------------------|------------------------|---------------------------------------|-----------------|---|--------------|--------|-----|------|
| 24000367          | 12/31/24               | 14 B. WOODALL EKG 11/20/24            | 75.00           | 4-GN- -001-206<br>Physicals & Drug Testing - Prof. Service                  | Budget       | Aprv   | 65  | 1    |
| 24000367          | 12/31/24               | 15 B. WOODALL VISION EXAM 11/20       | 25.00           | 4-GN- -001-206<br>Physicals & Drug Testing - Prof. Service                  | Budget       | Aprv   | 66  | 1    |
| 24000367          | 12/31/24               | 16 A. HARRISON VISION EXAM 11/26      | 25.00           | 4-GN- -001-206<br>Physicals & Drug Testing - Prof. Service                  | Budget       | Aprv   | 67  | 1    |
|                   |                        |                                       | <u>1,234.00</u> |   |              |        |     |      |
|                   | 01/08/25               | IMC01 INTERSTATE MOBILE CARE, INC.    |                 | P.O. BOX 64   |              |        |     |      |
| 24000377          | 12/31/24               | 1 HEALTH EXAMS                        | 1,500.00        | 4-GN- -001-206<br>Physicals & Drug Testing - Prof. Service                  | Budget       | Aprv   | 81  | 1    |
|                   |                        |                                       | <u>1,500.00</u> |   |              |        |     |      |
|                   | 01/08/25               | JHART005 J. HARTE ASSOCIATES LLC      |                 | 1019A Industrial Drive  |              |        |     |      |
| 25000007          | 01/07/25               | 1 EXCHANGE ONLINE CLOUDCONSOLE        | 99.00           | 5-GN- -001-208<br>Computer Maintenance and Support                          | Budget       | Aprv   | 91  | 1    |
| 25000007          | 01/07/25               | 2 OFFICE 365 BUSINESS PREMIUM         | 37.50           | 5-GN- -001-208<br>Computer Maintenance and Support                          | Budget       | Aprv   | 92  | 1    |
| 25000007          | 01/07/25               | 3 DATTO SERVER                        | 129.99          | 5-GN- -001-208<br>Computer Maintenance and Support                          | Budget       | Aprv   | 93  | 1    |
| 25000007          | 01/07/25               | 4 DUO APP                             | 80.50           | 5-GN- -001-208<br>Computer Maintenance and Support                          | Budget       | Aprv   | 94  | 1    |
| 25000007          | 01/07/25               | 5 WORKSTATION MANAGEMENT PLAN         | 450.00          | 5-GN- -001-208<br>Computer Maintenance and Support                          | Budget       | Aprv   | 95  | 1    |
| 25000007          | 01/07/25               | 6 SERVER MANAGEMENT PLAN              | 210.00          | 5-GN- -001-208<br>Computer Maintenance and Support                          | Budget       | Aprv   | 96  | 1    |
|                   |                        |                                       | <u>1,006.99</u> |   |              |        |     |      |
|                   | 01/08/25               | JHART005 J. HARTE ASSOCIATES LLC      |                 | 1019A Industrial Drive  |              |        |     |      |
| 25000008          | 01/07/25               | 1 WEBSITE HOSTING CHARGE 2025         | 499.00          | 5-GN- -001-208<br>Computer Maintenance and Support                          | Budget       | Aprv   | 97  | 1    |
|                   |                        |                                       | <u>499.00</u>   |   |              |        |     |      |
|                   | 01/08/25               | KYOCE010 KYOCERA DOCUMENT SOLUTIONS   |                 | PO BOX 070241   |              |        |     |      |
| 25000009          | 01/07/25               | 1 KYOCERA TA-4003i                    | 32.54           | 5-GN- -002-229<br>Copier Lease  | Budget       | Aprv   | 98  | 1    |
| 25000009          | 01/07/25               | 2 DP-7110 DUAL SCAN DOC FEEDER        | 10.15           | 5-GN- -002-229<br>Copier Lease  | Budget       | Aprv   | 99  | 1    |
| 25000009          | 01/07/25               | 3 FAX SYSTEM 12                       | 6.86            | 5-GN- -002-229<br>Copier Lease  | Budget       | Aprv   | 100 | 1    |
| 25000009          | 01/07/25               | 4 STAND                               | 2.07            | 5-GN- -002-229<br>Copier Lease  | Budget       | Aprv   | 101 | 1    |
| 25000009          | 01/07/25               | 5 USAGE BILLED @\$36.00 PER MONTH     | 36.00           | 5-GN- -002-229<br>Copier Lease  | Budget       | Aprv   | 102 | 1    |
|                   |                        |                                       | <u>87.62</u>    |   |              |        |     |      |
|                   | 01/08/25               | PHFD1 PINE HILL FIRE DEPT.            |                 | 1109 ERIAL ROAD   |              |        |     |      |
| 25000002          | 01/07/25               | 1 LEASE PAYMENT FOR JAN 2025          | 8,250.00        | 5-GN- -002-216<br>Rental Services - Station Lease                           | Budget       | Aprv   | 83  | 1    |
|                   |                        |                                       | <u>8,250.00</u> |   |              |        |     |      |
|                   | 01/08/25               | PRP01 WITMER PUBLIC SAFETY GROUP, INC |                 | 104 INDEPENDENCE WAY  |              |        |     |      |

| Check No.<br>PO # | Check Date<br>Enc Date | Vendor # Name<br>Item Description      | Payment Amt      | Street 1 of Address to be printed on Check<br>Charge Account | Account Type | Status | Seq | Acct |
|-------------------|------------------------|--|------------------|--|--------------|--------|-----|------|
| 24000369          | 12/31/24               | 1 WILDLAND OVERSHIRTS - LARGE          | 615.56           | 4-GN- -002-232<br>Personal Protective Equipment              | Budget       | Aprv   | 69  | 1    |
| 24000369          | 12/31/24               | 2 WILDLAND OVERSHIRTS - XL             | 461.67           | 4-GN- -002-232<br>Personal Protective Equipment              | Budget       | Aprv   | 70  | 1    |
| 24000370          | 12/31/24               | 1 FULL BRIM WILDLAND HELMETS           | 249.00           | 4-GN- -002-232<br>Personal Protective Equipment              | Budget       | Aprv   | 71  | 1    |
| 24000371          | 12/31/24               | 1 LEATHER FRONTS                       | 429.90           | 4-GN- -002-232<br>Personal Protective Equipment              | Budget       | Aprv   | 72  | 1    |
| 24000371          | 12/31/24               | 2 FREIGHT                              | 12.62            | 4-GN- -002-232<br>Personal Protective Equipment              | Budget       | Aprv   | 73  | 1    |
| 24000372          | 12/31/24               | 1 WILDLAND HELMET SHROUDS              | 110.00           | 4-GN- -002-232<br>Personal Protective Equipment              | Budget       | Aprv   | 74  | 1    |
|                   |                        |  | <u>1,878.75</u>  |  |              |        |     |      |
|                   | 01/08/25               | RCGCFA01 Rowan College of South Jersey |                  | Fire Academy   |              |        |     |      |
| 24000355          | 12/20/24               | 1 FIRE&EMS INSTRUCTOR 2 TRAINING       | 100.00           | 4-GN- -002-221<br>Training & Education - Classes             | Budget       | Aprv   | 21  | 1    |
|                   |                        |  | <u>100.00</u>    |  |              |        |     |      |
|                   | 01/08/25               | SALEM005 SALEM COUNTY FIRE ACADEMY     |                  | 135 CEMETERY RD.   |              |        |     |      |
| 24000356          | 12/20/24               | 1 HAZMAT INCIDENT COMM. TUITION        | 100.00           | 4-GN- -002-221<br>Training & Education - Classes             | Budget       | Aprv   | 22  | 1    |
|                   |                        |  | <u>100.00</u>    |  |              |        |     |      |
|                   | 01/08/25               | STATE005 State of NJ Health Benefits   |                  |  |              |        |     |      |
| 25000003          | 01/07/25               | 1 HEALTH PREMIUM JAN 25                | 8,924.72         | 5-GN- -002-304<br>Health Insurance - Firefighters            | Budget       | Aprv   | 84  | 1    |
| 25000003          | 01/07/25               | 2 RX PREMIUM JAN 25                    | 1,654.73         | 5-GN- -002-304<br>Health Insurance - Firefighters            | Budget       | Aprv   | 85  | 1    |
| 25000003          | 01/07/25               | 3 DENTAL PREMIUM JAN 25                | 298.40           | 5-GN- -002-304<br>Health Insurance - Firefighters            | Budget       | Aprv   | 86  | 1    |
|                   |                        |  | <u>10,877.85</u> |  |              |        |     |      |
|                   | 01/08/25               | STEVE005 Steven Dilks                  |                  | 15 Spruce Lane   |              |        |     |      |
| 24000363          | 12/31/24               | 1 HARDWARE FOR GEAR RACKS              | 63.91            | 4-GN- -002-232<br>Personal Protective Equipment              | Budget       | Aprv   | 37  | 1    |
| 24000364          | 12/31/24               | 1 HARDWARE FOR GEAR RACKS              | 128.76           | 4-GN- -002-232<br>Personal Protective Equipment              | Budget       | Aprv   | 38  | 1    |
|                   |                        |  | <u>192.67</u>    |  |              |        |     |      |
|                   | 01/08/25               | TG001 TOWNSHIP OF GLOUCESTER           |                  | 1261 CHEWS LANDING ROAD                                      |              |        |     |      |
| 24000348          | 12/18/24               | 1 FUEL BILL NOV 2024                   | 1,298.99         | 4-GN- -002-217<br>Materials & Supplies - Fire                | Budget       | Aprv   | 1   | 1    |
|                   |                        |  | <u>1,298.99</u>  |  |              |        |     |      |
|                   | 01/08/25               | ZOLLD005 ZOLL DATA SYSTEMS, INC.       |                  | DEPT# 42374  |              |        |     |      |
| 25000006          | 01/07/25               | 1 EMS CHARTS JANUARY 2025              | 81.69            | 5-GN- -002-215<br>Professional Services - EMS                | Budget       | Aprv   | 89  | 1    |
| 25000006          | 01/07/25               | 2 EMS CHARTS CORE MODULES JAN 25       | 102.11           | 5-GN- -002-215<br>Professional Services - EMS                | Budget       | Aprv   | 90  | 1    |
|                   |                        |  | <u>183.80</u>    |  |              |        |     |      |

January 7, 2025  
04:50 PM

PINE HILL FIRE DISTRICT #1  
Check Payment Batch Verification Listing

Page No: 7

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| 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                                |                |              |        |     |      |

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|         | <u>Count</u> | <u>Line Items</u> | <u>Amount</u> |
|---------|--------------|-------------------|---------------|
| Checks: | 33           | 105               | 82,837.53     |

There are NO errors or warnings in this listing.

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| Totals by Year-Fund<br>Fund Description | Fund | Budget Total     | Revenue Total | G/L Total   | Total            |
|---|------|------------------|---------------|-------------|------------------|
| GENERAL                                 | 4-GN | 20,821.94        | 0.00          | 0.00        | 20,821.94        |
| GENERAL                                 | 5-GN | 62,015.59        | 0.00          | 0.00        | 62,015.59        |
| Total of All Funds:                     |      | <u>82,837.53</u> | <u>0.00</u>   | <u>0.00</u> | <u>82,837.53</u> |

G/L Posting Summary

| Account          | Description                 | Debits           | Credits     |
|------------------|-----------------------------|------------------|-------------|
| 5-GN- - -100-011 | CASH-CHECKING               | 0.00             | 82,837.53   |
| 5-GN- - -500-111 | CURRENT YEAR APPROPRIATIONS | <u>82,837.53</u> | <u>0.00</u> |
|                  | Grand Total:                | 82,837.53        | 82,837.53   |

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

**APPOINTMENT OF FIRE CHIEF**  
**#25-03**

**WHEREAS,** There exist a need for a FIRE CHIEF for the Fire District, and

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

**WHEREAS,** The Board has determined that Joseph M. Hunter meets the requirements established by the Board of Fire Commissioners.

**NOW THEREFORE,** Be it resolved by the Board of Fire Commissioners that Joseph M. Hunter be and is hereby appointed the Fire Chief for the Board of Fire Commissioners for the period of January 1, 2025 to December 31, 2025, to perform the services required by the Board and to receive such compensation as may be reasonable for such services.



Date: January 8, 2025

\_\_\_\_\_  
Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.

  
\_\_\_\_\_  
Hannah Lower  
Business Administrator

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

**APPOINTMENT OF FIRE OFFICIAL**  
**#25-04**

**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 Michael Brezee meets the requirements established by the Board of Fire Commissioners.

**NOW THEREFORE,** Be it resolved by the Board of Fire Commissioners that Michael Brezee be and is hereby appointed the Fire Official for the Board of Fire Commissioners for the period January 1, 2025 through December 31, 2025, to perform the services required by the Board and to receive such compensation as may be reasonable for such services.



Date: January 8, 2025

\_\_\_\_\_  
 Christopher Harris, Secretary

Record of Vote:

|            | Motion | 2nd | Yes | No | Abstain | Absent |
|------------|--------|-----|-----|----|---------|--------|
| Hagarty    |        | ✓   | ✓   |    |         |        |
| Briggs     |        |     | ✓   |    |         |        |
| Harris     |        |     | ✓   |    |         |        |
| 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 held on January 8, 2025.

  
 \_\_\_\_\_  
 Hannah Lower  
 Business Administrator

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

**OFFICIAL DEPOSITORY**  
**#25-06**

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

Date: January 8, 2025




\_\_\_\_\_  
Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.



Hannah Lower  
Business Administrator



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

CASH MANAGEMENT PLAN  
#25-07

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




Date: January 8, 2025

\_\_\_\_\_  
Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.

  
\_\_\_\_\_  
Hannah Lower  
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 ensure 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 December 31, 2025. 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.

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

OFFICIAL PUBLICATION  
#25-08

**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.

Date: January 8, 2025



Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.



Hannah Lower  
Business Administrator



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

**FUND COMMISSIONERS FOR 1<sup>ST</sup> RESPONDER JOINT INSURANCE FUND  
#25-09**

**WHEREAS,** There exists 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, Michael Hagarty be appointed as the Fund Commissioner and, Hannah Lower 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.

Date: January 8, 2025

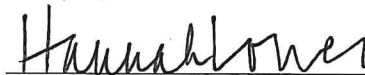


Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.



Hannah Lower  
Business Administrator

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

**AWARDING PROFESSIONAL SERVICES CONTRACT SOLICITOR  
#25-10**

**WHEREAS,** There exists 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 that DAVID F. CARLAMERE, ESQ., be and is hereby appointed to provide SOLICITOR services for the Board of Fire Commissioners for the period January 1, 2025 through December 31, 2025 to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services. 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.

Date: January 8, 2025



\_\_\_\_\_  
Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.



\_\_\_\_\_  
Hannah Lower  
Business Administrator

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

**AWARDING OF PROFESSIONAL SERVICES CONTRACT AUDITOR  
 #25-11**

**WHEREAS,** There exists a need for 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 shall not exceed \$20,000.00 and

**NOW THEREFORE,** Be it resolved by the Board of Fire Commissioners that Stefanie J. DeSantis of Bowman & Company be and is hereby appointed AUDITOR for the Board of Fire Commissioners for the period January 1, 2025 through December 31, 2025 to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services. 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.


Date: January 8, 2025

  
 \_\_\_\_\_  
 Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.

  
 \_\_\_\_\_  
 Hannah Lower  
 Business Administrator

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

**AWARDING OF PROFESSIONAL SERVICES CONTRACT  
 INSURANCE CONSULTANT  
 #25-12**

**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 that Hardenbergh Insurance Group, be and is hereby appointed to provide INSURANCE CONSULTANT services for the Board of Fire Commissioners for the period January 1, 2025 through December 31, 2025, to perform the professional services required by the Board, and to receive such compensation as may be reasonable for such services. 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.


Date: January 8, 2025

  
 \_\_\_\_\_  
 Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.

  
 \_\_\_\_\_  
 Hannah Lower  
 Business Administrator

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

**AWARDING PROFESSIONAL SERVICES CONTRACT MEDICAL PROVIDER  
 #25-13**

**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 that Interstate Mobile Care, be and is hereby appointed Medical Provider for the Board of Fire Commissioners for the period January 1, 2025 through December 31, 2025, to perform professional services required by the Board, and to receive such compensation as may be reasonable for such services. 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.


Date: January 8, 2025

  
 \_\_\_\_\_  
 Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.

  
 \_\_\_\_\_  
 Hannah Lower  
 Business Administrator

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

**AWARDING PROFESSIONAL SERVICES CONTRACT FOR  
COMPUTER MAINTENANCE  
#25-14**

**WHEREAS,** There exists a need for Computer Maintenance for the Fire District, and

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

**WHEREAS,** The fire district hired a Qualified Purchasing Agent to monitor purchasing,  
and

**WHEREAS,** The Board has determined that J. Harte and Associates meets the requirements established by the Board of Fire Commissioners.

**WHEREAS,** The Joint Insurance Fund instituted new requirements for cyber security which will require additional services from J. Harte and Associates.

**WHEREAS,** Said professional contract shall not exceed \$36,000.00

**NOW THEREFORE,** Be it resolved by the Board of Fire Commissioners that J. Harte and Associates, be and is hereby appointed to perform computer maintenance services as required by the Board for the period January 1, 2025 through December 31, 2025, and to receive such compensation as may be reasonable for such services.


Date: January 8, 2025

  
\_\_\_\_\_  
Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.

  
\_\_\_\_\_  
Hannah Lower  
Business Administrator

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

**CONFIRMING SALARY FOR FIRE COMMISSIONERS  
AND EMPLOYEES OF THE FIRE DISTRICT  
#25-15**

WHEREAS, The Board of Fire Commissioners did establish certain salary for Fire Commissioners and employees of the Fire District as part of the year 2025 budget approval process, and

WHEREAS, said year 2025 budget was introduced and forwarded to New Jersey Department of Community Affairs, Local Finance Board for 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               | \$2,600.00                    |
| Fire Official              | \$11,500.00                   |
| Fire Inspector             | \$5,500.00                    |
| Fire Chief                 | \$126,263.97                  |
| Business Administrator     | \$37,168.03                   |
| Qualified Purchasing Agent | \$1,200.00                    |
| Firefighters               | Amount per 2022-2025 Contract |


Date: January 8, 2025

  
\_\_\_\_\_  
Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.

  
\_\_\_\_\_  
Hannah Lower  
Business Administrator

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

**COMMISSION MEETING 2024 SCHEDULE  
#25-16**

**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**


|                  |           |                   |           |
|------------------|-----------|-------------------|-----------|
| JANUARY 8, 2025  | 7:30 P.M. | JULY 3, 2025      | 7:30 P.M. |
| FEBRUARY 6, 2025 | 7:30 P.M. | AUGUST 7, 2025    | 7:30 P.M. |
| MARCH 6, 2025    | 7:30 P.M. | SEPTEMBER 4, 2025 | 7:30 P.M. |
| APRIL 3, 2025    | 7:30 P.M. | OCTOBER 2, 2025   | 7:30 P.M. |
| MAY 1, 2025      | 7:30 P.M. | NOVEMBER 6, 2025  | 7:30 P.M. |
| JUNE 5, 2025     | 7:30 P.M. | DECEMBER 4, 2025  | 7:30 P.M. |

Set for the FIRST THURSDAY of each month, at 7:30 p.m. Meeting dates may be adjusted due to major holidays. All meetings will be held at Pine Hill Municipal Building, 45 W. 7<sup>th</sup> Ave., Pine Hill, NJ 08021.


Record of Vote:

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

Date: January 8, 2025

  
\_\_\_\_\_  
Christopher Harris, Secretary

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 January 8, 2025.

  
\_\_\_\_\_  
Hannah Lower  
Business Administrator



**FIRE DISTRICT #1  
BOROUGH OF PINE HILL  
RESOLUTION DESIGNATING  
FIRE DISTRICT BUSINESS ADMINISTRATORS  
#25-17**

**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 Hannah Lower 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 Hannah Lower be and is hereby appointed the Fire District Administrator for the Board of Fire Commissioners for the period January 1, 2025 until the Reorganization Meeting in December of 2025, to perform the services required by the Board and to receive such compensation as may be reasonable for such services.


**DATED:** January 8, 2025

  
\_\_\_\_\_  
Christopher Harris, Secretary

Record of Vote:

| Members                 | Yes | No | Abstain | Absent |
|-------------------------|-----|----|---------|--------|
| Commissioner Hagarty    | ✓   |    |         |        |
| Commissioner Briggs     | ✓   |    |         |        |
| Commissioner Harris     | ✓   |    |         |        |
| Commissioner Wakeley    | ✓   |    |         |        |
| Commissioner Waddington | ✓   |    |         |        |

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.

  
\_\_\_\_\_  
Hannah Lower  
Business Administrator

BOARD OF FIRE COMMISSIONERS FIRE DISTRICT #1

BOROUGH OF PINE HILL

Resolution #25-18

**ESTABLISHING RULES OF ORDER AND CONDUCT FOR ALL REGULAR, WORK SESSION AND SPECIAL MEETINGS OF THE BOARD OF FIRE COMMISSIONERS**

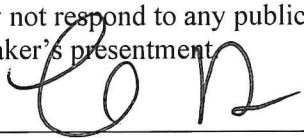
**WHEREAS,** The Board of Fire Commissioners, Fire District #1 of the Borough of Pine Hill desires to establish standard rules of order and regulations for public participation at Fire Commission meetings for the purpose of promoting efficiency and a fair opportunity for public comment on issues and 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 speaker's presentment.

Dated: January 8, 2025

  
\_\_\_\_\_  
Christopher Harris, Secretary

Record of Vote:

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

I, Hannah Lower, do hereby certify that the above Resolution was duly adopted at the regular meeting of the Board of Fire Commissioners held January 8, 2025.

  
\_\_\_\_\_  
Hannah Lower  
Business Administrator

# Pine Hill Fire Department

## Chief's Monthly Report

December 2024

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### **Meetings:**

- On Tuesday morning the 3<sup>rd</sup>, I attended a zoom meeting for the Christmas Parade.
- On Tuesday afternoon the 3<sup>rd</sup>, I attended a meeting with Battalion Chief Pizzo & Union President Kemery.
- On Thursday evening the 5<sup>th</sup>, I attended the commission meeting.
- On Tuesday evening the 10<sup>th</sup>, I attended the fire company meeting.
- On Thursday evening the 12<sup>th</sup>, I attended the county fire chief's meeting.
- On Monday evening the 20<sup>th</sup>, I attended a budget meeting.

### **Calls for Service / Significant Concerns:**

- On Thursday afternoon the 12<sup>th</sup>, we were dispatched to 1117 Blackhorse Pike in Blackwood for a building fire. I responded along with Battalion Chief Pizzo and Tower Ladder 6. Companies found that the exterior gas meter was on fire, and it was extinguished by the owner of the pizza shop. Battalion Chief Pizzo reported to the rear of the building and confirmed that report, but we now had a natural gas leak that was affecting the entire complex. I took the operations role and the crew from Tower Ladder 6 started evacuating the businesses as well as ventilating.
- On Monday afternoon the 16<sup>th</sup>, Battalion Chief Pizzo and Tower Ladder 6 responded to 1718 Kingswood Place in Erial for a dwelling fire. Battalion Chief Pizzo operated as the "C" Charlie commander and Tower Ladder 6 conducted the primary search.
- On Tuesday night the 17<sup>th</sup>, we were dispatched to 95 Lincoln Drive in Chews Landing for a dwelling fire at 16:30. Battalion Chief Pizzo acted as the division 1 commander while Tower Ladder 6 conducted the primary search and checked for fire extension.
- On Tuesday night the 17<sup>th</sup>, we were dispatched at 16:35 to the areas of Turnersville Road & Kearsley Road for a natural gas release. I responded and confirmed the smell of natural gas in the entire area. I special called an engine from Berlin and requested South Jersey Gas. South Jersey Gas confirmed a leak coming for a manhole in the street in front of the One Stop Shop. The assignment was turned over to them.

- On Thursday evening the 19<sup>th</sup>, we were dispatched to 1480 Kearsley Road at 21:48 in Erial for a dwelling fire. Battalion Chief Pizzo was the division "A" commander and the crew from Tower Ladder 6 went to the roof to assist with a chimney fire.
- On Friday morning the 27<sup>th</sup> at 01:34, we were dispatched to 1600 Bryant Place in Erial for a dwelling fire. Battalion Chief Pizzo took Division "A" commander and the crew from Tower Ladder 6 advanced the second handline into the dwelling.

### **Public Relations:**

- Installed 1 smoke detector and 1 co detector at 7 Grand Ave.

### **Christmas:**

- On Monday afternoon the 2<sup>nd</sup>, we assisted public works with decorating the Christmas Tree at the monument.
- On Sunday evening the 8<sup>th</sup>, I attended Pine Hil Christmas Parade.
- On Saturday afternoon the 14<sup>th</sup>, we had our annual department pictures with 32 members in attendance.
- On Saturday evening the 14<sup>th</sup>, we escorted Santa around town.
- On Friday morning the 20<sup>th</sup>, we escorted Santa to the two elementary schools.

### **Grant:**

- On Monday the 9<sup>th</sup>, I sent a letter of intent along with the application to the Washington Township Fire Department, with the agreement to participate in the air pack grant.

### **SOP's/SOG's:**

- We are still creating and renewing our policies.

### **Volunteers:**

- We started a new interview program where we bring new applicants to interview with them. We ask a few questions and explain to them what it takes to be a firefighter, along with the commitment that comes with that.
- On Wednesday the 4<sup>th</sup>, we interviewed new applicants.

### **Collection:**

- We haven't been very successful with reimbursement for motor vehicle accidents. I feel it is because the company that we are using, EMS Consulting, is good at billing for ambulance services but not so much for motor vehicle accidents. I would like to

switch to Fire Recovery USA. This is the company that Winslow Fire Department is using and they are very happy with the results. I have attached some information to this report for you to review and would like some feedback.

**Officers:**

- I have attached a copy of the operations officers officers for 2025.

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

**Month of: November 2024**

**Inspection Totals:**

| <b>Type Conducted</b>                      | <b>Monthly Totals</b> |
|--|-----------------------|
| Life Hazard Use Inspection(s)              | 0                     |
| Fire Safety Inspection – Non LHU(s)        | 4                     |
| Re-Inspection(s)                           | 0                     |
| Smoke Detector & CO Detector Compliance(s) | 19                    |
| Complaint(s)                               | 0                     |
| Fire Investigation(s)                      | 1                     |

**Financial:**

| <b>Type of Fee Collected</b>                      | <b>Monthly Totals</b> |
|---|-----------------------|
| Annual Registration / Inspection Fees             | 0                     |
| Smoke Detector & CO Detector Compliance           | 1,196.00              |
| 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)       | 2,581.48              |
| Number of Copy of Fire Report(s)                  | 1                     |
| Copy of Fire Report(s)                            | 1                     |
|   |                       |
| <b>Total Amount of Money Deposited this Month</b> | <b>3,777.48</b>       |
|   |                       |

**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 'Timothy Shannon', with a long, sweeping horizontal stroke extending to the right.

Timothy Shannon  
Fire Official

Pine Hill Fire Prevention Bureau  
 Inspector's Activity Report for the period: 11/01/2024 to 11/30/2024  
 Printed: 12/05/2024 Page: 1

| Inspector        | T | Date       | Property                  | Address                          |
|------------------|---|------------|---------------------------|----------------------------------|
| Michael B Brezee | P | 11/05/2024 | Maurer & Son              | 117 Cross Keys Road              |
|                  | P | 11/05/2024 | Pine Valley Gun Club      | 166 Watsonstown New Freedom Road |
|                  | P | 11/05/2024 | USA MOOD LLC              | 610 Blackwood Clementon Road     |
|                  | P | 11/12/2024 | New Jersey American Water | 14 Cross Road                    |

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



Pine Hill Fire Prevention Bureau  
 Receipts Ledger for the period: 11/01/2024 to 11/30/2024  
 Printed: 12/05/2024 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> |
|-------------|----------------------------|--------------------|----------------|---------------------|-------------------|--------------------|-------------------|------------------|
| 11/03/2024  | Dawn Warner                | SMOKE DETECTOR     | 24-6705        | 253                 | \$ 0.00           |                    |                   |                  |
| 11/03/2024  | Dawn Warner                | SMOKE DETECTOR     | 24-6706        | 254                 | \$ 45.00          |                    |                   |                  |
| 11/03/2024  | Marvin Capps               | SMOKE DETECTOR     | 24-6707        | 29554434696         | \$ 45.00          |                    |                   |                  |
| 11/03/2024  | Catherine Galanti          | SMOKE DETECTOR     | 24-6708        | 123                 | \$ 45.00          |                    |                   |                  |
| 11/03/2024  | Alex Clark                 | SMOKE DETECTOR     | 24-6709        | 128                 | \$ 45.00          | \$ 180.00          |                   |                  |
| 11/05/2024  | Nirlesh Jain               | SMOKE DETECTOR     | 24-6710        | 696                 | \$ 90.00          |                    |                   |                  |
| 11/05/2024  | Donna Topham               | SMOKE DETECTOR     | 24-6711        | 84560               | \$ 45.00          |                    |                   |                  |
| 11/05/2024  | Sharon Wristbri            | SMOKE DETECTOR     | 24-6712        | 173                 | \$ 45.00          |                    |                   |                  |
| 11/05/2024  | Joe Bianco                 | SMOKE DETECTOR     | 24-6713        | 1263                | \$ 161.00         |                    |                   |                  |
| 11/05/2024  | Dept of Treasury           | NJ DCA LEA Reb     |                | 0014840437          | \$ 2,581.48       | \$ 2,922.48        |                   |                  |
| 11/06/2024  | Bill Hoff                  | SMOKE DETECTOR     | 24-6714        | Cash                | \$ 45.00          |                    |                   |                  |
| 11/06/2024  | Andre Taylor               | SMOKE DETECTOR     | 24-6715        | 47-060201930        | \$ 90.00          | \$ 135.00          |                   |                  |
| 11/11/2024  | Tina Rannels               | SMOKE DETECTOR     | 24-6716        | 1021                | \$ 90.00          |                    |                   |                  |
| 11/11/2024  | HOW Homes                  | SMOKE DETECTOR     | 24-6717        | 1705                | \$ 90.00          | \$ 180.00          |                   |                  |
| 11/12/2024  | Joe Taulane                | SMOKE DETECTOR     | 24-6718        | Cash                | \$ 45.00          | \$ 45.00           |                   |                  |
| 11/26/2024  | Juia Wills                 | SMOKE DETECTOR     | 24-6719        | 1319                | \$ 90.00          |                    |                   |                  |
| 11/26/2024  | Sam Grundlock              | SMOKE DETECTOR     | 24-6720        | 725                 | \$ 45.00          |                    |                   |                  |
| 11/26/2024  | Tim Tonczyczyn             | SMOKE DETECTOR     | 24-6721        | 1430                | \$ 45.00          |                    |                   |                  |
| 11/26/2024  | Crystal Clune              | SMOKE DETECTOR     | 24-6722        | 325                 | \$ 45.00          | \$ 225.00          |                   |                  |
| 11/27/2024  | Brian Mason                | SMOKE DETECTOR     | 24-6723        | cash                | \$ 90.00          | \$ 90.00           | \$ 3,777.48       | \$ 24,139.41     |

Fee receipts by type of fee:

|                      |    |    |          |
|----------------------|----|----|----------|
| SMOKE DETECTOR       | 19 | \$ | 1,196.00 |
| NJ DCA LEA Rebate    | 1  | \$ | 2,581.48 |
| Total for the period | 20 | \$ | 3,777.48 |

**PINE HILL FIRE DISTRICT #1  
DECEMBER 2024 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