

**BOARD OF FIRE COMMISSIONERS
MOUNT HOLLY FIRE DISTRICT NO. 1**

*Meeting Minutes
Wednesday, September 5, 2012
7:30pm, Mount Holly Municipal Building*

Call to Order:

Chairman Jones called the meeting order at 7:30pm.

Pledge of Allegiance:

Moment of Silence:

Statement of Adequate Notice:

The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of and the right to attend all meetings of public bodies at which any business affecting the public's interest is discussed or acted upon.

In accordance with the provisions of this Act, the Board of Fire Commissioners of Fire District No. 1 has caused notice of this meeting to be given by having the date, time, place, and agenda to the extent know thereof posted as follows:

Published in the Burlington County Times (Official Newspaper, Dec. 29, 2011).
Mailed to the Courier Post (Informational Purposes, Dec 27, 2011).
Forwarded to the Municipal Clerk for posting.
Posted in the Fire District Administration Office.
Posted at the Relief Fire Company.

The Notice has set forth that formal action may be taken.

Roll Call:	<u>Present</u>	<u>Absent</u>	<u>Arrival</u>
Jason Carty	X		
Stefanie Haines	X		
Josh Brown	X		
Frank Smith, Jr.		X	
Jason Jones		X	

Announcement of Emergency Exits:

Exit to the left, through the doors.
Exit to the rear, behind the Board.
Exit to the front, through the main entrance.

Approval of Meeting Minutes:

August 1, 2012 Board of Fire Commissioners meeting

Roll:	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
J. Brown			X		
J. Carty	X				
S. Haines		X	X		
J. Jones					
F. Smith, Jr.					

Approval of Monthly District Reports:

Chief Apparatus Officer – Mr. Donnelly read the report aloud for August, which included some service that is being done.
Fire Official – Mr. Donnelly read the report aloud for August.

Fire Chief – Mr. Donnelly read the report for August, which included the training officer’s report.

Roll:	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
J. Brown			X		
J. Carty	X		X		
S. Haines		X	X		
J. Jones					
F. Smith, Jr.					

Approval of Vouchers:

Mr. Donnelly added the following bills:

- Mt. Holly Auto Parts \$245.75
- Cash (Robert Hubbs) \$400.00 for fire prevention activities
- Father Nature \$735.00
- Jersey Infrared \$1225.00

As prepared and presented

Roll:	<u>Motion</u>	<u>Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
J. Brown			X		
J. Carty	X		X		
S. Haines		X	X		
J. Jones					
F. Smith, Jr.					

Matters Presented by the Public (come forward and state name and address for the record):

None

Committees:

Property and Vehicles: no report

Personnel and Policies: no report

Planning and Services: no report

Finance and Insurance: no report

Old Business:

Good Intent Roof: Mr. Donnelly received a preliminary bid spec from the architect. He stated core cuts were taken and should receive a report by the end of the week. He stated roof types have been discussed, a single ply was chosen with a 25 year warranty.

Apparatus auction: Mr. Donnelly met with the Chief to discuss the apparatus specs, and will meet with the solicitor.

New Business:

Resolution 2012-21 – Resolution authorizing contract for maintenance services with Natural Rejuvenation: Mr. Donnelly stated it will cost \$100 per week for Relief and \$50 every other week for Good Intent. They are a locally-owned business. Commissioner Carty moved to approve the resolution for maintenance services. Commissioner Haines seconded the motion. There was no discussion, roll call was announced, the motion carried unanimously.

Resolution 2012-22 – Resolution authorizing contract for the upgrade of District access control systems with All Systems Go in the amount of \$5995.72: Mr. Donnelly explained the bid proposal is in compliance for a net-based software program to upgrade Relief and Good Intent (key readers for security). Commissioner Carty moved to approve the resolution for the upgrade. Commissioner Haines seconded the motion. There was no discussion, roll call was announced, the motion carried unanimously.

Matters to be Presented by the Director:

2012 capital expenditures – Mr. Donnelly stated the expenditures include the roof repair, and wanted to know if the Board wished to continue with the capital projects (vehicle purchase). Commissioner Carty stated the entire Board should be present.

2013 budget process – Mr. Donnelly stated the process has begun for 2013.

Matters to be Presented by the Solicitor:

Solicitor Sendzik stated a law passed that made first responders liable for photos or videos taken at a scene. They can be held criminally liable if photos are published. He suggested the board devise a policy regarding this issue. He also discussed legislation for suppression systems in school busses.

Matters to be Presented by the Board:

Commissioner Carty asked about training interest.

Adjournment:

The meeting was adjourned at 8:00 pm.

Respectfully submitted,
Stefanie Haines
Secretary

As prepared by:
Sharon Szalma
Recording Secretary