

**BOARD of FIRE COMMISSIONERS**  
**MOUNT HOLLY FIRE DISTRICT No. 1**

*Meeting Minutes*  
*Wednesday, April 1, 2015*  
*7:00pm, Fire District Administration Office*

**Call to Order:**

Chairman Pike called the April 1, 2015 meeting of the Board of Fire Commissioners of Mount Holly Fire District No. 1 to order at 7:00 PM.

**Pledge of Allegiance:**

Chairman Pike requested that all present stand for the Pledge and remain standing for a moment of silence.

**Moment of Silence:**

**Statement of Adequate Notice:**

Solicitor Sendzik read the following statement aloud:

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 Mount Holly Fire District No. 1 has caused notice of this meeting to be given by having the date, time, place, and agenda to the extent known thereof posted as follows:

Published in the Burlington County Times (March 12, 2015).

Mailed to the Courier Post (March 9, 2015).

Forwarded to the Municipal Clerk for posting.

Posted in the Fire District Administration Office.

Posted at the Relief Fire Company.

The Notice set forth that formal action may be taken.

**Roll Call:**

Present: Commissioner Cauley, Commissioner Haines, Commissioner Brown, Vice Chairman McIlwee, Chairman Pike

Absent: None

Staff & Professionals: Director Donnelly, Clerks Brooks and Mangan, Solicitor Sendzik

**Announcement of Emergency Exits:**

Chairman Pike read the announcement aloud.

**Approval of Meeting Minutes:**

Vice Chairman McIlwee offered a motion to approve the minutes of the February 4, 2015 Board of Fire Commissioners meeting and the March 4, 2015 Reorganization meeting of the Board. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Haines, Brown, McIlwee, Pike

Nay:

Abstain: Cauley

**Approval of Monthly District Reports:**

Director Donnelly read the following reports aloud:

Chief Apparatus Officer – March 2015

Fire Official – March 2015

Fire Chief – No report submitted

Vice Chairman McIlwee offered a motion to accept the reports as read. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Cauley, Haines, Brown, McIlwee, Pike

Nay:

Abstain:

**Approval of Vouchers:**

Commissioner Haines offered a motion to approve the vouchers as prepared and presented to the Board. Vice Chairman McIlwee provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Cauley, Haines, Brown, McIlwee, Pike

Nay:

Abstain:

**Matters Presented by the Public:**

No members of the public approached wishing to speak.

**Old Business:**

No old business was presented for discussion.

**New Business:**

**Consent Agenda:**

**Resolution 2015-7** Resolution Authorizing a Contract for Legal Services  
(Resolution authorizes a legal services contract pursuant to a fair and open solicitation process)

**Resolution 2015-21** Resolution Authorizing the Participation in a Cooperative Pricing System

(Resolution authorizing the participation in the Houston-Galveston governmental purchasing cooperative)

**Resolution 2015-22** Resolution Authorizing Lawn Maintenance Service Contract

(Resolution authorizes a lawn maintenance service agreement with Father Nature Landscaping)

**Resolution 2015-23** Resolution Authorizing Participation in the Volunteer Tuition Credit Program

Vice Chairman McIlwee offered a motion to approve the consent agenda. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Cauley, Haines, Brown, McIlwee, Pike

Nay:

Abstain:

**Matters to be Presented by the Director:**

Director Donnelly advised the Board that the 2014 audit was nearing completion and that it would be ready for presentation and acceptance at the next regular meeting of the Board.

Director Donnelly provided updates as to status of various projects at Relief firehouse. The Board also discussed with the Director's guidance an approach to the Relief firehouse renovation.

**Matters to be Presented by the Solicitor:**

Following discussion between the Board and the Director, Solicitor Sendzik recommended that the Board provide authorization to the Director to retain the services of bond counsel and a financial advisor pursuant to discussions about renovations and capital projects. Vice Chairman McIlwee offered a motion reflecting same. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Cauley, Haines, Brown, McIlwee, Pike

Nay:

Abstain:

**Matters to be Presented by the Board:**

The Board discussed its desire to include members of local government in discussions regarding the future renovations of Relief firehouse and property. The Chairman then appointed himself and Commissioner Haines as the members of the Board who would attend arranged meeting with the governing body.

Chairman Pike stated that the next meetings of the Board are as follows:

**Next Meetings:** BOFC Work Session, Thursday, April 23, 7:00pm,  
Fire Administration Office

BOFC Meeting, Wednesday, May 6, 7:00pm,  
Fire Administration Office

**Adjournment:**

With no further business on the agenda or being presented to the attention of the Board, Vice Chairman McIlwee offered a motion to adjourn the meeting. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Cauley, Haines, Brown, McIlwee, Pike

Nay:

Abstain:

The meeting was adjourned by Chairman Pike at 8:00 PM.

Respectfully submitted,

Stefanie Haines, Secretary

As prepared by Director Donnelly