

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

*Meeting Minutes
Wednesday, April 6, 2016
7:30pm, Fire District Administration Office*

Call to Order:

Chairman Pike called the April 6, 2016 meeting of the Board of Fire Commissioners of Mount Holly Fire District No. 1 to order at 7:30 PM.

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 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 23, 2016).
Mailed to the Courier Post (March 21, 2016).
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:

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

Absent:

Staff & Professionals: Director Donnelly, Clerk Brooks, Clerk Mangan, Solicitor Sendzik

Pledge of Allegiance & Moment of Silence:

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

Announcement of Emergency Exits:

Chairman Pike read the announcement aloud.

Approval of Meeting Minutes:

March 2, 2016 Board of Fire Commissioners reorganization meeting

Commissioner Haines noted that the minutes reflected that D/C Gimeno was sworn the oath of office at the reorganization meeting, which he was not. Commissioner Brown offered a motion to accept the amended minutes. Commissioner Cauley provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Cauley, McIlwee, Pike

Nay:

Abstain: Haines

Approval of Monthly District Reports:

Chief Apparatus Officer – March 2016

Fire Official – March 2016

Fire Chief – February, March 2016

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: Brown, Cauley, Haines, McIlwee, Pike

Nay:

Abstain:

Approval of Vouchers:

As prepared and presented

Commissioner Brown offered a motion to approve the vouchers as presented. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Cauley, Haines, McIlwee, Pike

Nay:

Abstain:

Matters Presented by the Public:

No members of the public approached wishing to speak.

Old Business:

Director Donnelly updated the Board as to the status of the proposed Relief renovation project. Mr. Donnelly, Mr. Sendzik, and the Board discussed the prospective construction management firms. An update was also provided as to the status of meetings and applications with various regulatory agencies in reference to the project. A project management meeting is scheduled to occur later in the month.

New Business:

Resolution 2016-20 Resolution appointing Construction Management firm

This resolution authorizes the Director to enter into an agreement for construction management services related to the Relief renovation project.

Vice Chairman McIlwee offered a motion to authorize the District to enter into agreement with Greyhawk Construction Management. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Cauley, Haines, McIlwee, Pike
Nay:

Resolution 2016-21 Resolution authorizing application to the New Jersey Historic Preservation Office

This resolution authorizes the Director to provide application to the New Jersey Historic Preservation Office relative to the Relief renovation project.

Commissioner Brown offered a motion to authorize the Director and/or Solicitor to make application to the NJ State Historic Preservation Office (SHPO) referencing the Relief project. Vice Chairman McIlwee provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Cauley, Haines, McIlwee, Pike
Nay:

Resolution 2016-22 Resolution Authorizing Lawn Maintenance Service Contract

Resolution authorizes a lawn maintenance service agreement with Father Nature Landscaping.

Vice Chairman McIlwee offered a motion to enter into agreement. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Cauley, Haines, McIlwee, Pike
Nay:

Consent Agenda:

Resolution 2016-23 Resolution Authorizing the Participation in a Cooperative Pricing System

Resolution authorizing the participation in the Houston-Galveston governmental purchasing cooperative.

Resolution 2016-24 Resolution Authorizing Participation in the Volunteer Tuition Credit Program

Resolution authorizing participation in the NJ Volunteer Tuition Credit Program, naming the Director of Fire Services as the local unit administrator.

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

Aye: Brown, Cauley, Haines, McIlwee, Pike
Nay:

Matters to be Presented by the Director:

Director Donnelly discussed with the Board several upcoming equipment acquisitions as well as the current interlocal service agreement with Lumberton Township for vehicle maintenance services.

The Director also requested representation of the Board at the Opening Day ceremonies of Rancocas Valley Little League. Commissioner Haines provided confirmation of attendance.

Matters to be Presented by the Solicitor:

Mr. Sendzik advised the Board of a recent court ruling regarding Franklin Fire Company and the Open Public Records Act.

Matters to be Presented by the Board:

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

Next Meetings: BOFC Work Session, Thursday, April 21, 7:30pm,
Fire District Administration Office

BOFC Meeting, Wednesday, May 4, 7:30pm,
Fire District Administration Office

BOFC Work Session, Thursday, May 19, 7:30pm,
Fire District Administration Office

Adjournment:

With no other business on the agenda or being presented for consideration, Commissioner Haines offered a motion of adjournment. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Cauley, Haines, McIlwee, Pike
Nay:
Abstain:

The meeting was adjourned by Chairman Pike at 8:10 PM.

Respectfully submitted,

Stefanie Haines, Secretary

As prepared by Director Donnelly