

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

*Meeting Minutes
Wednesday, February 3, 2016
7:00pm
Fire District Administration Office*

Call to Order:

Vice Chairman McIlwee called the February 3, 2016 meeting of the Board of Fire Commissioners of Mount Holly Fire District No. 1 to order at 7:15 PM.

Statement of Adequate Notice:

Director Donnelly 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 Brown, Commissioner Haines, Vice Chairman McIlwee

Absent: Commissioner Cauley, Chairman Pike

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

Pledge of Allegiance & Moment of Silence:

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

Announcement of Emergency Exits:

Vice Chairman McIlwee read the announcement aloud.

Approval of Meeting Minutes:

January 6, 2016 Board of Fire Commissioners Meeting

January 14, 2016 Budget Hearing and Adoption
January 21, 2016 Board of Fire Commissioners Work Session

Commissioner Brown offered a motion to accept the minutes as prepared. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

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

Approval of Monthly District Reports:

Chief Apparatus Officer – January 2016
Fire Official – January 2016
Fire Chief – January 2016

Commissioner Brown 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, Haines, McIlwee
Nay:
Abstain:

Approval of Vouchers:

As prepared and presented.

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

Aye: Brown, Haines, McIlwee
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 discussed with the Board a proposal received from Pennoni regarding services in addition to their original scope of practice. Discussion ensued regarding the need for assessment of underground utilities, vacated foundations, and unknown underground obstacles. Pennoni's proposal will address the assessment of these items and provide report of same. Mr. Sendzik and Mr. Donnelly will meet with and interview prospective construction management firms as well will provide feedback and recommendation to the Board with regard to scope of services and cost prior to review and appointment by the Board. Mr. Donnelly and Mr. Sendzik continue to work on proposals for title insurance. Mr. Donnelly advised the Board that the Local Finance Board is requesting a formal agreement with the Township be ratified for the construction of an

offsite apparatus storage facility at the Township Public Works yard for the purpose of relocation during construction. The Board may propose a resolution under New Business.

New Business:

Following the recommendation of the Director, Commissioner Haines provided a motion to propose and adopt a resolution of agreement with Mount Holly Township. The Director advises that this will be Resolution 2016-4. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Haines, McIlwee

Nay:

Abstain:

Matters to be Presented by the Director:

The Director spoke of the upcoming Fire District election. The Director reminded those in attendance that the District election and budget vote is statutorily held on the third Saturday in February from 2PM to 9PM. This year's election will be held in the council chambers of the Mount Holly Municipal Building located at 23 Washington Street. The date is February 20.

Matters to be Presented by the Solicitor:

No report.

Matters to be Presented by the Board:

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

2016 Fire District Election: Saturday, February 20, 2:00-9:00pm,
Mount Holly Township Municipal Building

Next Meetings: BOFC Work Session, Thursday, February 25, 7:00pm,
Fire Administration Office

BOFC Meeting, Wednesday, March 2, 7:00pm,
Fire 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, Haines, McIlwee

Nay:

Abstain:

The meeting was adjourned by Chairman Pike at 7:35 PM.

Respectfully submitted,

Stefanie Haines, Secretary

As prepared by Director Donnelly