

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

*Meeting Minutes
Wednesday, January 6, 2016
7:00pm
Fire District Administration Office*

Call to Order:

Chairman Pike called the January 6, 2016 meeting of the Board of Fire Commissioners of Mount Holly Fire District No. 1 to order at 7:00 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 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, Vice Chairman McIlwee, Chairman Pike
Absent: Commissioner Cauley, Commissioner Haines

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:

December 2, 2015 Board of Fire Commissioners Meeting
December 17, 2015 Budget Introduction Meeting
December 17, 2015 Capital Projects Meeting
December 17, 2015 Board of Fire Commissioners Work Session
December 30, 2015 Capital Projects Meeting

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

Aye: Brown, McIlwee, Pike (Commissioner Brown abstained from the minutes of December 2, Vice Chairman McIlwee abstained from the December 17 Budget Introduction Meeting)
Nay:
Abstain:

Approval of Monthly District Reports:

Chief Apparatus Officer – December 2015
Fire Official – December 2015
Fire Chief – December 2015

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

Aye: Brown, McIlwee, Pike
Nay:
Abstain:

Approval of Vouchers:

As prepared and presented.

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

Aye: Brown, 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 discussed with the Board a proposal received from Regan Young, England, Butera for architectural services. Mr. Sendzik and Mr. Donnelly also discussed with the Board the need for proposals for title insurance. An RFQ for construction management is finalized and will be

published for acceptance of same. Pennoni Engineering is on schedule with tasks previously discussed.

New Business:

Resolution 2016-1: Resolution authorizing application to NJ Local Finance Board.

This resolution authorizes the District to make application to the NJ Local Finance Board referencing the Relief Firehouse renovation project.

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

Aye: Brown, McIlwee, Pike

Nay:

Abstain:

Committees:

Personnel: 2016 Officer Selection

Vice Chairman McIlwee presented on behalf of the personnel committee and advised the Board that it is the recommendation of the committee to maintain the District's current cadre of operational officers for 2016. He also stated that, for 2017, more stringent requirements will be adhered to for submission.

From the recommendation of the committee, Commissioner Brown offered a motion to approve the 2016 operations officers as presented. Chairman Pike provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, McIlwee, Pike

Nay:

Abstain:

Matters to be Presented by the Director:

District election 2016

Director Donnelly advised that all notifications for publication have been made and that the District has fulfilled its statutory obligation of advertising for 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.

The Director also requested that the Board authorize payment of its Worker's Compensation policy in an amount not to exceed \$30,000. Commissioner Brown provided a motion to approve

the expenditure. Vice Chairman McIlwee provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, McIlwee, Pike

Nay:

Abstain:

Matters to be Presented by the Solicitor:

Mr. Sendzik echoed the comments of the Director related to the election. Mr. Sendzik also noted that there is a bill to be heard at the Statehouse which would permit for the merger of fire districts in the State of New Jersey.

Matters to be Presented by the Board:

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

Next Meetings: 2016 Budget Hearing, Thursday, January 14, 6:45pm,
Fire Administration Office
BOFC Work Session, Thursday, January 21, 7:00pm,
Fire Administration Office
BOFC Meeting, Wednesday, February 3, 7:00pm,
Fire Administration Office

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

Adjournment:

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

Aye: Brown, McIlwee, Pike

Nay:

Abstain:

The meeting was adjourned by Chairman Pike at 7:25 PM.

Respectfully submitted,

Stefanie Haines, Secretary

As prepared by Director Donnelly