

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

*Meeting Minutes
Wednesday, October 5, 2016
7:30pm, Fire District Administration Office*

Call to Order:

Chairman Pike called the October 5, 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:

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 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 set forth that formal action may be taken.

Roll Call:

Present: Commissioner Haines, Vice Chairman McIlwee, Chairman Pike

Absent: Commissioner Brown, Commissioner Cauley

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

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.

Let the record reflect that Commissioner Brown joined the meeting at 7:35.

Approval of Meeting Minutes:

September 7, 2016 Board of Fire Commissioners Meeting

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

Aye: Brown, Haines, Pike

Nay:

Abstain: McIlwee

Approval of Monthly District Reports:

Chief Apparatus Officer – September 2016

Fire Official – September 2016

Fire Chief – No report presented

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, Haines, McIlwee, Pike

Nay:

Abstain:

Approval of Vouchers:

As prepared and presented.

Vice Chairman McIlwee 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, Haines, McIlwee, Pike

Nay:

Abstain:

Matters Presented by the Public:

No members of the public approached wishing to speak.

Old Business:

Relief project update

Director Donnelly updated the Board as to the status of the proposed Relief renovation project. An update was provided as to the status of meetings and applications with various regulatory agencies. Additional discussion focused on the building footprint as it related to the District's proposed application to the State Historic Preservation Office. Through the recommendation of the District's historic preservation consultant, the building footprint may be left as is and the application made concentrating all new construction efforts to the rear of the existing building. Following discussion of the Board and Director, Vice Chairman McIlwee provided a motion to proceed with maintaining the existing building footprint and elevations while directing new

construction to the rear of the two story firehouse. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Haines, McIlwee, Pike

Nay:

Abstain:

The Director will advise the District's historic preservation consultant and architect of the intent of the Board moving forward.

New Business:

None presented

Matters to be Presented by the Director:

The Director advised the Board that the 2017 budget guidelines are out and that the budget is in-process. The Director also discussed with the Board their desires related to the upcoming officer selection process. The Personnel Committee along with the Director will be tasked with interviewing the officer candidates and providing recommendation to the Board.

Matters to be Presented by the Solicitor:

No report.

Matters to be Presented by the Board:

Commissioner Brown reminded the Chief along with members of the District in attendance of the need to be mindful of driving habits and traffic regulations especially as it pertains to emergency vehicle usage and our congested downtown area. The Director advised the Board that he and the Chief had been in conversation within the past week regarding same and that the message was passed along to personnel.

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

Next Meetings:

BOFC Meeting, Wednesday, November 2, 7:30pm,
Fire District Administration Office

BOFC Work Session, Thursday, November 17, 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. Vice Chairman McIlwee provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Haines, McIlwee, Pike

Nay:

Abstain:

The meeting was adjourned by Chairman Pike at 8:05 PM.

Respectfully submitted,

Stefanie Haines, Secretary

As prepared by Director Donnelly