

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

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

**Call to Order:**

Chairman Pike called the September 7, 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 Brown, Commissioner Haines, Chairman Pike

*Absent:* Commissioner Cauley, Vice Chairman McIlwee

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

Director Donnelly noted that Vice Chairman McIlwee was unable to attend due to a work commitment.

**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:**

July 6, 2016 Board of Fire Commissioners Meeting

Commissioner Brown 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:

**Approval of Monthly District Reports:**

Chief Apparatus Officer – July, August 2016

Fire Official – July, August 2016

Fire Chief – July, August 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, Pike

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, 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 also provided as to the status of meetings and applications with various regulatory agencies as well as the work performed by the District's historic preservation consultant. Further discussion focused on the building footprint as it related to the District's proposed application to the State Historic Preservation Office.

**New Business:**

*Membership:* Ty Schaar, Matthew Pond

Commissioner Haines offered a motion to approve the membership applications of the aforementioned applicants. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Haines, Pike  
Nay:  
Abstain:

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

Director Donnelly read aloud correspondence from the family of former commissioner Erma Tilghman.

Director Donnelly reported to the Board several recommendations for the requested Board member compensation policy. Following discussion, Commissioner Brown offered a motion to establish the number of annual required meetings at eighteen (18) with two (2) excused absences being permissible. Commissioner Haines then provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Haines, Pike  
Nay:  
Abstain:

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

No report.

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

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

<i>Next Meetings:</i>	BOFC Meeting, Wednesday, October 5, 7:30pm, Fire District Administration Office
	BOFC Meeting, Wednesday, November 2, 7:30pm, Fire District Administration Office

**Executive Session:**

Director Donnelly stated the need to enter into Executive Session to discuss possible litigation. Resolution 2016-28 was presented for consideration.

**Resolution 2016-28** Resolution authorizing executive session for purposes of possible litigation.

Commissioner Brown offered a motion to approve Resolution 2016-28 for the purpose of entering into executive session to discuss possible litigation. 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:

Mr. Sendzik then advised the Board and public that no official action would be taken and that the Board would re-enter public session in approximately five (5) minutes.

**Return to Public Meeting:**

Following discussion of possible litigation in executive session, Commissioner Haines offered a motion to return to public session. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Haines, Pike

Nay:

Abstain:

The public meeting resumed after Director Donnelly advised members of the public that the public meeting was again in session. Mr. Sendzik advised the public that no official action had been taken.

**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, Pike

Nay:

Abstain:

The meeting was adjourned by Chairman Pike at 8:20 PM.

Respectfully submitted,

Stefanie Haines, Secretary

As prepared by Director Donnelly