

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

*Meeting Minutes - Reorganization
Wednesday, March 6, 2019
7:30pm, Mount Holly Township Municipal Building*

Call to Order:

Director Donnelly called the March 6, 2019 reorganization 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:

Statement of Adequate Notice:

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 (April 12, 2018).
Mailed to the Courier Post (April 12, 2018).
Forwarded to the Municipal Clerk for posting (April 6, 2018).
Posted in the Fire District Administration Office.
Posted at the Relief Fire Company.
Posted on the Official Fire District Website

The Notice set forth that formal action may be taken.

Roll Call:

Present: Commissioner Fajgier, Commissioner Haines, Commissioner Pike

Absent: Commissioner McIlwee

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

Mr. Sendzik joined the meeting via teleconference.

Pledge of Allegiance & Moment of Silence:

Director Donnelly requested that all present stand for the Pledge of Allegiance and remain standing for a moment of silence for our departed members and those lost in the line of duty.

Announcement of Emergency Exits:

Director Donnelly read the announcement aloud.

Oaths of Office:

Director Donnelly administered the Oath of Office for Commissioner Joshua Brown.

Commissioner Brown is recognized and joins the Board.

Reorganization of the Board:

Director Donnelly opened the floor to accept nominations of the Board for the position of Chairman. Commissioner Haines offered a motion to appoint Don Pike as Chairman of the Board. Commissioner Brown provided a second to the motion. With no other motions presented for appointment, Chairman Pike was confirmed by acclamation.

Chairman Pike is now seated to chair the meeting.

Chairman Pike opened the floor to accept nominations of the Board for the position of Vice Chairman. Commissioner Haines offered a motion to appoint Richard McIlwee as Vice Chairman of the Board. Commissioner Brown provided a second to the motion. With no other motions presented for appointment, Vice Chairman McIlwee was confirmed by acclamation.

Chairman Pike opened the floor to accept nominations of the Board for the position of Secretary. Commissioner Brown offered a motion to appoint Stefanie Haines as Secretary of the Board. Commissioner Fajgier provided a second to the motion. With no other motions presented for appointment, Commissioner Haines was confirmed by acclamation.

Chairman Pike opened the floor to accept nominations of the Board for the position of Treasurer. Commissioner Haines offered a motion to appoint Josh Brown as Treasurer of the Board. Commissioner Fajgier provided a second to the motion. With no other motions presented for appointment, Commissioner Brown was confirmed by acclamation.

With the Board positions appointed, Chairman Pike appointed committees of the Board for 2017-2018 as follows:

Apparatus and Equipment:	Fajgier, Pike
Buildings and Grounds:	Brown, Haines
Finance and Insurance:	Brown, Haines
Personnel and Policies:	McIlwee, Pike
Planning and Services:	Fajgier, Haines

Approval of Monthly District Reports:

Chief Apparatus Officer – February 2019
Fire Official – February 2019
Fire Chief – February 2019

Commissioner Brown offered a motion to approve the reports as read by Director Donnelly. Commissioner Fajgier provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, Brown, 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: Fajgier, Haines, Brown, Pike

Nay:

Abstain:

Matters Presented by the Public:

No members of the public wished to address the Board.

Old Business:

Relief project update

2019 Fire District Election – Official Results Statement

Director Donnelly stated that the project team was on schedule for the submission of Green Acres and DEP permit applications by the March 31 deadline established by the Director. Acquisition of 19 Pine Street is still ongoing with the Solicitor clarifying several items with the title company and property owner. Mr. Sendzik endeavors to have this acquisition finalized by the March 31 deadline. The Director stated that he is excited about the progress made by the project team and is looking forward to submission of applications and the continued progress of the project as we move toward project bid.

Director Donnelly received and confirmed mail-in ballot results from the annual Fire District election. Results are as follows:

Annual Election Results Certification						
February 16, 2019						
Budget			Machine #	Machine #	Mail-In	Total
			19776	19777		
	Yes		13	16	48	77
	No		3	0	49	52
Candidates						
	Joshua Brown		15	15	86	116
	<i>Write-In</i>					
	Tim Young				1	1
	Carl Shaw				2	2
	Heidi Winzinger				1	1
	Rick Metivier				2	2
	Bob Price				1	1
	John Nelson				1	1

New Business:

Consent Agenda:

- Resolution 2019-4** Resolution Establishing 2019-2020 Meeting Dates
- Resolution 2019-5** Resolution Designating Official Newspapers for 2019-2020
(Resolution designates the Burlington County Times and Courier Post as the Official Newspapers of the Mount Holly Fire District)
- Resolution 2019-6** Resolution Designating Official Depository
(Resolution establishes T.D. Bank as the official depository of the Mount Holly Fire District)
- Resolution 2019-7** Resolution Authorizing Qualified Purchasing Agent
(Resolution authorizes Ryan Donnelly to act as the Qualified Purchasing Agent for the Mount Holly Fire District)
- Resolution 2019-8** Resolution Authorizing Payment of Claims
(Resolution authorizes Ryan Donnelly to direct payment of claims to ensure continuity of operation)
- Resolution 2019-9** Resolution Authorizing Administrative Salaries
(Resolution authorizes salaries of administrative personnel)
- Resolution 2019-10** Resolution Appointing Fire Inspector
(Resolution appoints Fire Inspector)
- Resolution 2019-11** Resolution Appointing Fire Official
(Resolution appoints Fire Official)
- Resolution 2019-12** Resolution Establishing Fire Prevention Salaries
(Resolution establishes salaries for Fire Prevention personnel)
- Resolution 2019-13** Resolution Authorizing Agreement for Medical Services
(Resolution authorizes agreement with Virtua for occupational health services)
- Resolution 2019-14** Resolution Appointing District Auditor
(Resolution appoints and authorizes agreement with Gerwin K. Bauer of Mohel Elliott Bauer & Gass as District Auditor by a non-fair and open process)

Resolution 2019-15 Resolution Authorizing NJ Green Acres Application
(Resolution authorizes application to NJ Green Acres related to Relief project)

Resolution 2019-16 Resolution Authorizing Contract for Legal Services
(Resolution authorizes contract with Jay Sendzik of Sendzik & Sendzik to provide legal services for 2019-2020 by a non-fair and open process)

Resolution 2019-17 Resolution Establishing Mount Holly Fire District properties as “Smoke Free”
(Resolution establishes that all properties owned and leased by the District will comply with State Law and furthers that portions of properties not covered by the Law will be designated as “Smoke Free”)

Upon presentation and reading of the consent agenda, Chairman Pike asked if any of the commissioners would like any item of the consent agenda pulled for individual consideration, or if discussion or clarification of any resolution was needed. Commissioner Fajgier requested that Resolution 2019-6 be pulled and considered separate from the consent agenda as he has a conflict. With no other requests for separation of the agenda items, Commissioner Haines offered a motion to approve Resolution 2019-6. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Haines, Brown, Pike

Nay:

Abstain:

Present: Fajgier

Commissioner Fajgier then offered a motion to approve the resolutions of the consent agenda, excepting 2019-6, as presented. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, Brown, Pike

Nay:

Abstain:

Matters to be Presented by the Director:

The Director congratulated Commissioner Brown on his reelection and to each Board member for their reappointment. The Board has done great things over the past years and the Director looks forward to continued progress and advancements in public safety.

Director Donnelly also reported that the annual report for Relief Fire Company has been filed with the State of NJ.

Matters to be Presented by the Solicitor:

Mr. Sendzik advised the Board of several legislative items to include:

NJ Assembly Bill impacting Junior Firefighter programs

Federal tax bill favoring tax breaks for emergency responders

Mr. Sendzik also reported on the recent NJ Supreme Court decision relating to TDI benefits and volunteer emergency responders. The solicitor inquired as to the Board's position on the State Assembly bill regarding Junior Firefighter programs. Following discussion, Commissioner Brown presented a motion to draft a letter of support on behalf of the District to the Assembly. Commissioner Fajgier provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, Brown, Pike
Nay:
Abstain:

Matters to be Presented by the Board:

Commissioner Fajgier stated that it was his honor to represent the District at the 200 Club's annual Honor-Valor dinner. He had a wonderful evening of networking and looked forward to attending the event next year.

Commissioner Haines and Chairman Pike both provided congratulations to Commissioner Brown. Chairman Pike then thanked the members of the Board for reappointing him as their Chairman.

Chairman Pike advised those in attendance of the next scheduled meetings of the Board.

Next Meetings: BOFC Meeting, Wednesday, April 4, 7:30pm,
Fire District Administration Office

BOFC Meeting, Wednesday, May 1, 7:30pm,
Fire District Administration Office

Adjournment:

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

Aye: Fajgier, Haines, Brown, Pike
Nay:
Abstain:

The meeting was adjourned by Chairman Pike at 8:00pm.

Respectfully submitted,

Stefanie Haines, Secretary
(as prepared by Director Donnelly)