

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

*Meeting Minutes  
Wednesday, August 1, 2018  
7:30pm, Fire District Administration Office*

**Call to Order:**

Chairman Pike called the August 1, 2018 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 (April 12, 2018).  
Published in 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 Brown, Vice Chairman McIlwee, Chairman Pike

*Absent:*

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

**Pledge of Allegiance & Moment of Silence:**

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

**Announcement of Emergency Exits:**

Chairman Pike read the announcement aloud.

**Approval of Meeting Minutes:**

July 5, 2018 Board of Fire Commissioners Meeting

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

Aye: Fajgier, Haines, Pike

Nay:

Abstain: Brown, McIlwee

**Approval of Monthly District Reports:**

Chief Apparatus Officer – July 2018

Fire Official – July 2018

Fire Chief – July 2018

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

Aye: Fajgier, Haines, Brown, McIlwee, Pike

Nay:

Abstain:

**Approval of Vouchers:**

As prepared and presented.

Commissioner Haines 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: Fajgier, Haines, Brown, McIlwee, Pike

Nay:

Abstain:

**Matters Presented by the Public:**

No members of the public approached wishing to speak.

**Old Business:**

Relief project update (Director and Solicitor)

P.L. 2017, c. 206

Director Donnelly advised the Board that the project engineer is finalizing the site plan and that a project meeting will be held in early September to review permit costs, timeline revisions, and project status. Construction documents are still in the works by the architect. The construction manager has been weighing in on a few items relative to the site plan and overall projected project costs.

The Director also advised the Board that he and the Solicitor will have additional information for Board review next month as it relates to moving the District election to the General Election date in November. The Director and Solicitor are waiting to see what additional information is released from DLGS regarding the change in election dates.

**New Business:**

There was no new business presented for consideration of the Board.

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

Operational review

Director Donnelly led discussion with the Board regarding an overall review of District operations. He stated that moving forward, the Board shall evaluate the effectiveness of the operations as it relates to responses, response times, manpower, and utilization costs. As we move toward preparation of the 2019 budget, further discussion needs to occur regarding these items. Director Donnelly also wished to investigate the replacement of the current tiller (ladder) truck with a replacement ladder that did not require two drivers to operate. He stated that the tiller has been responding with less frequency due to the inability to staff it with two qualified drivers. He believed that it would still be feasible to secure a fair market value for the truck. He disclosed that the Board should not consider eliminating a ladder truck from the fleet as this option would affect the District's ISO rating, thus providing a negative financial impact to business owners. If the sale and replacement acquisition costs offset, it would be a wash. He would like the Board to have further discussion with the Chief involved.

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

No report.

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

Chairman Pike announced the next meetings of the Board.

*Next Meetings:* BOFC Meeting, Wednesday, September 5, 7:30pm,  
Fire District Administration Office

BOFC Workshop Meeting, Thursday, September 20, 7:30pm,  
Fire Administration Office

**Adjournment:**

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

Aye: Fajgier, Haines, Brown, McIlwee, Pike

Nay:

Abstain:

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

Respectfully submitted,

Stefanie Haines, Secretary  
(as prepared by Director Donnelly)