

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

*Meeting Minutes  
Wednesday, July 3, 2019  
7:30pm, Fire District Administration Office*

**Call to Order:**

Chairman Pike called the July 3, 2019 meeting of the Board of Fire Commissioners of Mount Holly Fire District No. 1 to order at 7:30 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 29, 2019).  
Published in the Courier Post (March 29, 2019).  
Forwarded to the Municipal Clerk for posting (March 27, 2019).  
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 (7:35pm), Commissioner Haines, Vice Chairman McIlwee, Chairman Pike

*Absent:* Commissioner Brown

*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 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:**

Chairman Pike read the announcement aloud.

**Approval of Meeting Minutes:**

June 5, 2019 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: Haines, McIlwee, Pike

Nay:

**Approval of Monthly District Reports:**

Chief Apparatus Officer – June 2019

Fire Official – June 2019

Fire Chief reports for May and June were not submitted.

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: Haines, McIlwee, Pike

Nay:

**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: Haines, McIlwee, Pike

Nay:

**Matters Presented by the Public:**

No members of the public came forward to offer comment.

*Commissioner Fajgier arrived at 7:35pm.*

**Presentation:**

2018 Audit – Skip Bauer of Mohel, Elliott, Bauer & Gass

Skip Bauer of Mohel, Elliott, Bauer & Gass presented the 2018 Annual Audit. Following presentation of the 2018 audit, Vice Chairman McIlwee offered a motion to attach audited line item transfers. Commissioner Fajgier provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, McIlwee, Pike

Nay:

**Old Business:**

Relief project update (Director and Solicitor)  
P.L. 2017, c. 206

Director Donnelly provided an update to the Relief project. Several projects ahead of the bid process are being scheduled for completion. Projects are to be completed prior to submission of a completed DEP application.

Director Donnelly brought forth the topic of moving the annual fire district election to the date of the General Election in November as now permitted by P.L. 2017, c. 206. He requests that the Board considers this item for in-depth discussion at next month's meeting of the Board.

**New Business:**

Director Donnelly reviewed the two resolutions on the agenda as they relate to the annual audit. The Director also requests that the Board motion to add an additional resolution to the agenda which would cancel unexpended capital balances to the building improvement line. Following review of Resolution 2019-23 and Resolution 2019-24, Vice Chairman McIlwee offered a motion to add Resolution 2019-25 to the agenda, cancelling unexpended capital to building improvement, as discussed. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, McIlwee, Pike  
Nay:

Resolution 2019-25 was added to the agenda for consideration.

**Resolution 2019-23** Resolution Accepting Annual Audit and Authorizing Publication of Audit Synopsis

**Resolution 2019-24** Resolution Certifying Audit Compliance

**Resolution 2019-25** Resolution Cancelling Unexpended Capital

Vice Chairman McIlwee offered a motion to approve Resolutions 2019-23, 2019-24, and 2019-25. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, McIlwee, Pike  
Nay:

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

Disposal of Surplus Property

Director Donnelly discussed the disposal of surplus property no longer of value or need to the District. The Director requests that the Board authorize participation in the Speedwell Purchasing

Cooperative in order to utilize its contracted online auction service vendor. The Director also requests approval to dispose of surplus property.

**Resolution 2019-26** Resolution Authorizing Participation in Sourcewell (formerly NJPA) purchasing cooperative.

**Resolution 2019-27** Resolution Disposing of Surplus Property

Commissioner Fajgier offered a motion to approve Resolutions 2019-26 and 2019-27. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, McIlwee, Pike  
Nay:

Following approval of Resolutions, Director Donnelly and Solicitor Sendzik discuss the disposal of the District's 2000 ALF Tiller. Following discussion, the Board authorized the Director and Solicitor to negotiate the terms of sale/disposal of the Tiller.

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

Mr. Sendzik advised the Board that a current matter of litigation has been scheduled for trial.

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

Chairman Pike presented correspondence to Director Donnelly for him to read into the record. Chairman Pike has submitted his resignation from the Board, effective 8/31/2019 as he will be relocating out-of-state. Chairman Pike has thanked the Board for the many wonderful things that have been accomplished during his time on the Board and for the assistance and persistence of both the Board and the members of the District. Commissioner Fajgier offered a motion to accept Chairman's Pike's resignation, effective 8/31/2019. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, McIlwee  
Nay:  
Present: Pike

Commissioner Haines commented that the District has had a heck of a month and thanked Chairman Pike for his service to the District and to the community.

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

BOFC Meeting, Wednesday, September 4, 7:30pm,  
Fire District Administration Office

**Adjournment:**

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

Aye: Fajgier, Haines, McIlwee, Pike

Nay:

The meeting was adjourned by Chairman Pike at 8:24pm.

Respectfully submitted,

Stefanie Haines, Secretary  
(as prepared by Director Donnelly)