

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

*Meeting Minutes
Thursday, July 5, 2018
7:30pm, Fire District Administration Office*

Call to Order:

Chairman Pike called the July 5, 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:

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 (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, Chairman Pike

Absent: Commissioner Brown, Vice Chairman McIlwee

Staff & Professionals: Director Donnelly, 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.

Announcement of Emergency Exits:

Chairman Pike read the announcement aloud.

Approval of Meeting Minutes:

June 6, 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:

Approval of Monthly District Reports:

Chief Apparatus Officer – June 2018

Fire Official – June 2018

Fire Chief – June 2018

Commissioner Haines 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, Pike

Nay:

Abstain:

Approval of Vouchers:

As prepared and presented.

Commissioner Fajgier 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, 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)

Director Donnelly advised the Board that the NJSHPO resolution memorializing the findings and outcome of our testimony at the April 20th meeting has been received. The project team has received a copy for reference. Construction documents are underway along with various engineers associated with the building envelope and building systems. Further discussion will occur regarding the additional work required of the project engineer in order to finalize the site plan application for DEP.

New Business:

P.L. 2017, c. 206

The Director and Mr. Sendzik spoke briefly regarding the law which enables fire districts to move annual elections to the General Election in November. No further information has been circulated by DCA recently to provide further direction. The Director wanted to remind the Board of the general context of the law so as to prepare for further discussion in the upcoming months.

Director Donnelly requested that the Board consider adding an agenda item to discuss the need to consider a contract with Pennoni for additional site plan work. At the request of the Director, Commissioner Fajgier presented a motion to add the item of discussion to the agenda. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, Pike

Nay:

Abstain:

Director Donnelly then proceeded with discussion involving the need for a contract to be ratified with Pennoni for additional work related to final site plan design for the Relief Project. The contract would not exceed \$15,000 and would be ratified as a non fair and open contract award. Following brief discussion, Commissioner Haines provided a motion to present and approve Resolution 2018-18, a resolution awarding a non fair and open contract to Pennoni for engineering services as they relate to final site plan design in an amount not to exceed \$15,000. 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:

Matters to be Presented by the Director:

Strategic Planning

Director Donnelly discussed with the Board members present the need to discuss future operations and operational procedures of the District. The Director stated that it would be beneficial for the Board to have additional information presented at each meeting related to both operational and fire prevention divisions of the District. The District should begin to evaluate deficiencies in our system and provide for situational remedies. Over the course of the next several months the Board should discuss what information it believes would be of benefit to the decision making processes moving forward.

The Director also thanked those in attendance for participating in the RV Devil Dash as the District has received a donation from the event organizers.

Matters to be Presented by the Solicitor:

Mr. Sendzik had no report for the Board.

Matters to be Presented by the Board:

Chairman Pike announced the next meeting of the Board.

Next Meetings:

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

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

Adjournment:

With no other business on the agenda or being presented for consideration, Commissioner Haines 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, Pike

Nay:

Abstain:

The meeting was adjourned by Chairman Pike at 8:04pm.