

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

*Meeting Minutes  
Wednesday, June 1, 2016  
7:30pm, Fire District Administration Office*

**Call to Order:**

Chairman Pike called the April 6, 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 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 has 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, Solicitor Sendzik

**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:**

April 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 – April, May 2016

Fire Official – April, May 2016

Fire Chief – April, May 2016

Commissioner Haines offered a motion to accept the reports as read. 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:

**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: Brown, Haines, Pike

Nay:

Abstain:

**Matters Presented by the Public:**

No members of the public approached wishing to speak.

**Old Business:**

Relief Fire Company project/planning 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 in reference to the project. Mr. Donnelly also discussed the project management meeting which was held along with the recommendations of same. Meetings with SHPO and DEP are still on the horizon as well.

**New Business:**

**Consent Agenda:** (The following items are considered procedural and may be enacted by a single motion of the Board)

**Resolution 2016-25** Resolution Accepting Annual Audit and Authorizing Publication of Audit Synopsis

**Resolution 2016-26** Resolution Certifying Audit Compliance

Commissioner Haines offered a motion to ratify the items on the consent agenda noting that no recommendations were made by the auditor for the previous year's operations. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Haines, Pike

Nay:

**Membership:**

Sean Graham

Nicholas Gooch

Matthew Gould

Commissioner Brown offered a motion to approve the membership of the applicants 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:

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

Director Donnelly discussed with the Board the desire to present Resolution 2016-27 authorizing a legal services contract with Sendzik and Sendzik to the agenda. Commissioner Brown provided a motion to add the Resolution at this point of the meeting. Chairman Pike provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Haines, Pike

Nay:

Director Donnelly presented Resolution 2016-27 for the Board's consideration. Commissioner Brown provided a motion to approve Resolution 2016-27. Chairman Pike then provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Haines, Pike

Nay:

Director Donnelly also informed the Board of the District's participation in the annual Rancocas Valley Devil dash and recognized those members in attendance for their continued assistance

and support. A letter of gratitude was provided by Rancocas Valley Regional HS and shared with the Board.

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

No report.

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

Commissioner Haines provided thanks to the membership for their participation in the Township's Memorial Day activities.

Chairman Pike provided inquiry and conversation as to researching a policy for issuance of the Board's stipend. Chairman Pike and other members believe that the stipend should be possibly reflect percentage of meeting attendance and other factors. Director Donnelly and Mr. Sendzik will provide the Board with further information by September's Board meeting.

*Next Meetings:* BOFC Meeting, Wednesday, July 6, 7:30pm,  
Fire District Administration Office

BOFC Meeting, Wednesday, August 3, 7:30pm,  
Fire District Administration Office

**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 8:00 PM.

Respectfully submitted,

Stefanie Haines, Secretary

As prepared by Director Donnelly