

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

*Meeting Minutes  
Wednesday, June 6, 2018  
7:30pm, Fire District Administration Office*

**Call to Order:**

Chairman Pike called the June 6, 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 Brown, Commissioner Fajgier, Commissioner Haines, Vice Chairman McIlwee, Chairman Pike

*Absent:*

*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.

**Announcement of Emergency Exits:**

Chairman Pike read the announcement aloud.

**Approval of Meeting Minutes:**

May 2, 2018 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: Brown, Fajgier, Haines, McIlwee

Nay:

Abstain: Pike

**Approval of Monthly District Reports:**

Chief Apparatus Officer – May 2018

Fire Official – May 2018

Fire Chief – May 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: Brown, Fajgier, Haines, McIlwee, Pike

Nay:

Abstain:

**Approval of Vouchers:**

As prepared and presented.

Vice Chairman McIlwee posed a question regarding the invoices presented by New Jersey American Water for hydrant rentals and maintenance. The Vice Chairman inquired as to the repercussions for not paying these fees, as the District does not regularly use the hydrants and to pay 100k per year for a town of our size and usage. Solicitor Sendzik provided feedback as this is a common theme from commissioners of districts across the state. Ultimately, the NJBPU approves rates and rate increases for service. Non-payment would result in collections and cause for NJAW to turn off the hydrants thus placing the responsibility for obtaining adequate water on the District. As part of our fees, NJAW is maintaining and upgrading the supply infrastructure throughout town.

Following discussion, 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: Brown, Fajgier, Haines, McIlwee, Pike

Nay:

Abstain:

**Matters Presented by the Public:**

No members of the public approached wishing to speak.

**Old Business:**

Relief project update

Director Donnelly advised the Board that NJSHPO is meeting on June 22. It is expected that the Historic Sites Council will ratify the terms of our project's historic application at that meeting following the testimony given at the April 20 meeting of the Council.

After consulting with the Mayor and Township Manager regarding the acquisition of 19 Pine Street, we were advised that our solicitor would be handling the process for acquisition through consultation with the Township's counsel. Mr. Sendzik has prepared the required paperwork and has scheduled closing on the parcel. Discussion ensued regarding the acquisition of title insurance following closing for the entire project parcel. Quotes will be obtained for title insurance for the Board to review.

The project team is moving steadily forward with preparation of construction documents for the project while awaiting the final application to NJDEP. Once closing occurs on 19 Pine Street, the application will be finalized and moved forward. Following application and approval of NJDEP, application will then be made to NJLFB for project financing. The project team wishes to have the project out to bid by Y/E 2018.

**New Business:**

There was no new business presented to discuss.

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

Capital purchases

The Director updated the Board on this year's capital purchases. The replacement breathing air compressor and fill station is on order and no delivery date has been conveyed as of this date. One quote has been received for the purchase of the replacement fire police vehicle. The Director will be obtaining two more quotes to present to the Board. The Director will be waiting on the purchase of gear under capital until later in the year in order to evaluate the District's financial position moving into 2019.

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

Mr. Sendzik presented a situation he encountered in another district he represents.

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

Chairman Pike announced the next meeting of the Board.

***Next Meeting:***

BOFC Meeting, Thursday, July 5, 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 Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Fajgier, Haines, McIlwee, Pike

Nay:

Abstain:

The meeting was adjourned by Chairman Pike at 7:54pm.