

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

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

**Call to Order:**

Chairman Pike called the October 3, 2018 meeting of the Board of Fire Commissioners of Mount Holly Fire District No. 1 to order at 7:35 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 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 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:**

October 3, 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: Fajgier, Haines, McIlwee, Pike

Nay:

Abstain: Brown

**Approval of Monthly District Reports:**

Chief Apparatus Officer – October 2018

Fire Official – October 2018

Fire Chief – October 2018

Vice Chairman McIlwee 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: Brown, Fajgier, Haines, McIlwee, Pike

Nay:

Abstain:

**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: Brown, Fajgier, Haines, McIlwee, Pike

Nay:

Abstain:

**Matters Presented by the Public:**

Tim Fuller (Rancocas Road) – Mr. Fuller advised the Board of several organizational issues: driver training, interactions with the Chief, recent discussions regarding the District's ladder truck, and membership.

**Old Business:**

Relief project update (Director and Solicitor)

Budget 2019

Solicitor Sendzik and Director Donnelly updated the Board as to the stats of the Relief project. The project engineer continues to work on the site plan and related soil compensation plan. A deadline has been set by the Director for the submission of the District's DEP permit application.

Recent attempts to contact the property owners of the adjacent property have gone unanswered and Mr. Sendzik is planning a face-to-face encounter to discuss property acquisition. Filing for the property will occur by year-end.

Director Donnelly advised that the 2019 budget will be presented at the next regularly scheduled meeting of the Board and that he is finalizing the budget.

**New Business:**

None presented.

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

2019 District Operational Officers

Director Donnelly requested guidance of the Board as several officers now reside outside of the Township. Mr. Donnelly will be posting the officer positions for 2019, but would first like to know what parameters the Board would like set for residency. The Board will discuss further with the additional input of the solicitor.

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

Mr. Sendzik advised that there is a need to discuss matters of attorney-client privilege and personnel. The Director requested that if the Board wished to proceed that a motion be presented to add a resolution to the agenda.

Commissioner Fajgier provided a motion to add Resolution 2018-23 Authorizing Executive Session to the agenda. Commissioner Haines provided a second to the motion.

**Resolution 2018-23** Resolution Authorizing Executive Session

Mr. Sendzik advised that a Resolution for Executive Session was added for the discussion of matters of Attorney-Client privilege and personnel. He anticipated the session to take between 20-30 minutes and that, upon return to the public, formal action may be taken.

Commissioner Haines provided a motion to move the Resolution and enter into Executive Session. Commissioner Brown 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 Board entered into Executive Session at 8:00pm.

**Return to Public Session:**

Vice Chairman McIlwee offered a motion to conclude the Executive Session and return to public session. Commissioner Fajgier 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 Board returned to public session at 8:24pm.

Commissioner Brown provided a motion to amend the requirements for the operational officer positions to state that the Chief officers must reside within Mount Holly Township and the remaining operational line officers must reside within the Rancocas Valley sending district (Eastampton, Hainesport, Lumberton, Mount Holly, Wetsampton). At call of the roll, the vote was recorded as follows:

Aye: Brown, Fajgier, Haines, McIlwee, Pike  
Nay:  
Abstain:

Mr. Donnelly thanked the Board for their clarification and guidance and stated that the revised descriptions would be generated and posted.

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

Chairman Pike advised those in attendance of the next scheduled meeting of the Board.

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

**Adjournment:**

With no other business on the agenda or being presented for consideration, Commissioner Brown 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 8:27pm.  
Respectfully submitted,

Stefanie Haines, Secretary  
(as prepared by Director Donnelly)