

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

*Meeting Minutes
Wednesday, October 4, 2017
7:30pm, Fire District Administration Office*

Call to Order:

Chairman Pike called the October 4, 2017 meeting of the Board of Fire Commissioners of Mount Holly Fire District No. 1 to order at 7:30 PM.

Statement of Adequate Notice:

Mr. 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 4, 2017).
Mailed to the Courier Post (March 31, 2017).
Forwarded to the Municipal Clerk for posting (March 31, 2017).
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 Cauley, Commissioner Haines, Chairman Pike

Absent: Commissioner Brown, 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 of Allegiance and remain standing for a moment of silence.

Announcement of Emergency Exits:

Chairman Pike read the announcement aloud.

Approval of Meeting Minutes:

September 6, 2017 Board of Fire Commissioners Meeting

Commissioner Cauley 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: Cauley, Haines, Pike

Nay:

Abstain:

Approval of Monthly District Reports:

Chief Apparatus Officer – September 2017

Fire Official – September 2017

Fire Chief – September 2017

Commissioner Cauley offered a motion to accept the reports as presented. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Cauley, Haines, Pike

Nay:

Abstain:

Approval of Vouchers:

As prepared and presented.

Commissioner Cauley 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: Cauley, Haines, Pike

Nay:

Abstain:

Matters Presented by the Public:

Robert Allen – 241 Washington Street: Provided thanks from his family who were affected by the recent fire on Shreve Street.

Old Business:

Relief project update (Director and Solicitor)

The Director and Solicitor advised the Board that applications for SHPO and DEP were nearing completion and that there are resolutions of the Board requiring discussion and action for related applications. The Director and Solicitor also updated the Board on the process to acquire additional property for the project. Acquisition of the property is underway and was part of the bond referendum of 2015. The project team is looking for submission of the SHPO application within two weeks and the DEP application with 6 weeks.

New Business:

Resolution 2017-29 Resolution authorizing agreement for engineering services.
This resolution authorizes the Director to enter into agreement with Pennoni Associates for engineering services.

Commissioner Cauley offered a motion to approve the Resolution. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Cauley, Haines, Pike

Nay:

Abstain:

The Director discussed with the Board the need to add a resolution to the agenda that would authorize a contract for archaeological services relative to the SHPO application.

Commissioner Cauley offered a motion to add Resolution 2017-30 to the agenda. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Cauley, Haines, Pike

Nay:

Abstain:

Resolution 2017-30 Resolution authorizing agreement for archaeological services.
This resolution authorizes the Director to enter into agreement with Richard Grubb & Associates for archaeological services.

Commissioner Cauley offered a motion to approve the Resolution. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Cauley, Haines, Pike

Nay:

Abstain:

Matters to be Presented by the Director:

The Director advised the Board, specifically the personnel committee, that the dates for the 2018 officer selection process would be forthcoming. They will be posted by November 1. The Director also advised the Board that he has been inputting budget information into the 2018 State budget documents and is moving forward, as advised, with another budget with zero tax increase.

Matters to be Presented by the Solicitor:

The Solicitor advised the Board that though it may seem the building project is moving at a slow pace, measurable progress is being made and that the project team and professionals are working diligently to get shovels in the ground in a timely fashion without sacrificing project integrity or completeness.

Matters to be Presented by the Board:

Chairman Pike announced that the next meetings of the Board are as follows:

Next Meetings:

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

BOFC Work Session, Thursday, November 16, 7:30pm,
Fire District Administration Office

BOFC Meeting , Wednesday, December 6, 7:30pm,
Fire District Administration Office

Adjournment:

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

Nay:

Abstain:

The meeting was adjourned by Chairman Pike at 7:51pm.

Respectfully submitted,

Stefanie Haines, Secretary

As prepared by Director Donnelly