

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

*Meeting Minutes  
Wednesday, September 4, 2019  
7:30pm, Fire District Administration Office*

**Call to Order:**

Director Donnelly called the September 4, 2019 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 (March 29, 2019).  
Published in the Courier Post (March 29, 2019).  
Forwarded to the Municipal Clerk for posting (March 27, 2019).  
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, Commissioner Brown

*Absent:* Vice Chairman McIlwee

*Staff & Professionals:* Director Donnelly, Clerk Brooks, Clerk Mangan

**Pledge of Allegiance & Moment of Silence:**

Director Donnelly 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:**

Director Donnelly read the announcement aloud.

**Matter of Order**

Director Donnelly advised the Board members present that they would need to select a Chairperson pro-tem to preside over the meeting when the Chairman and Vice-Chairman are absent as the Board has not delineated a line of succession to do so. Commissioner Brown then provided a motion nominating Commissioner Fajgier to preside over the meetings in the absence of the appointed chairs. Commissioner Haines then provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, Brown

Nay:

Abstain:

*Commissioner Fajgier is now presiding over the meeting.*

**Approval of Meeting Minutes:**

July 3, 2019 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: Fajgier, Haines

Nay:

Abstain: Brown

**Approval of Monthly District Reports:**

Chief Apparatus Officer – July, August 2019

Fire Official – July, August 2019

Fire Chief – May, June, July, August 2019

Commissioner Brown 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: Fajgier, Haines, Brown

Nay:

**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: Fajgier, Haines, Brown

Nay:

### **Matters Presented by the Public:**

Jim Johnson, 2803 Monmouth Road, Springfield – Mr. Johnson followed up the Chief Apparatus Officer's report by stating that the District could probably find a replacement mirror to fit the engine by going to the truck stop in Bordentown.

### **Old Business:**

Relief project update

Director Donnelly stated that the NJDEP application is scheduled to be submitted next week as a few items are being finalized. Following acknowledgement of receipt, the DEP's window of 90 days for review will commence to return any comments on the submitted application. It is anticipated that the application will have commentary despite the previous meetings and communications between the Board's professionals and the DEP.

P.L. 2017, c. 206

Director Donnelly stated that, due to the absence of Mr. Sendzik this evening, that he would like to postpone the discussion until Mr. Sendzik's attendance and next month's meeting. The Board members in attendance agreed and will present the topic for discussion next month.

### **New Business:**

250 Rancocas Road – Professional Services

Director Donnelly also engaged discussion regarding professional services necessary for the temporary apparatus housing at 250 Rancocas Road. Due to Mr. Sendzik's absence, this discussion is also better suited for further discussion next month.

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

**Resolution 2019-28** Resolution Authorizing Executive Session

Director Donnelly advised the Board that there is a personnel matter to be discussed in Executive Session. It was advised that the Executive Session was anticipated to last approximately 30 minutes and that formal action was anticipated upon return to the public meeting.

Commissioner Haines provided a motion to enter into Executive Session, approving the Resolution. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, Brown

Nay:

*The Board adjourned to Executive Session at 7:55pm.*

While in Executive Session, Director Donnelly contacted Mr. Sendzik via telephone for purposes of teleconference with the Board. Following consultation with the solicitor, Chief Gimeno was requested to join the Board in Executive Session. The Board discussed disciplinary matters as they related to a member of the District (1124).

Following discussion of the personnel matter in Executive Session, Commissioner Brown provided a motion to return to the public meeting. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, Brown

Nay:

*The Board returned to open, public meeting at 8:17pm.*

When Commissioner Fajgier reconvened the public meeting, he advised that formal action of the Board was necessary to address the matter discussed in Executive Session. Commissioner Haines provided a motion to terminate the membership of 1124 resulting from disciplinary matters. Commissioner Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, Brown

Nay:

Director Donnelly advised that he would make notification.

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

Mr. Sendzik remained on the conference call and advised the Board that he has received notification that there would be no submission of the budget utilizing the FAST system this year. NJ DLGS endeavors to require submissions for CY2021.

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

Commissioner Fajgier advised those in attendance of the next scheduled meetings of the Board:

*Next Meetings:* BOFC Meeting, Wednesday, October 2, 7:30pm,  
Fire District Administration Office

BOFC Meeting, Wednesday, November 6, 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 Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Fajgier, Haines, Brown  
Nay:

The meeting was adjourned by Commissioner Fajgier at 8:20pm.

Respectfully submitted,

Stefanie Haines, Secretary  
(as prepared by Director Donnelly)