

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

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

Call to Order:

Chairman Pike called the January 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:

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 (March 23, 2016).
Mailed to the Courier Post (March 21, 2016).
Forwarded to the Municipal Clerk for posting (March 21, 2016).
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 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:

December 7, 2016 Board of Fire Commissioners Meeting
December 15, 2016 Board of Fire Commissioners Meeting

Commissioner Haines offered a motion to accept the minutes as presented. 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 Monthly District Reports:

Chief Apparatus Officer – December 2016
Fire Official – December 2016
Fire Chief – December 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 Haines offered a motion to approve the vouchers as presented. 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:

Matters Presented by the Public:

No members of the public approached wishing to speak.

Old Business:

Director Donnelly and Solicitor Sendzik updated the Board as to the progress of the Relief Project. Following a series of meetings with both the project architect and the historic consultant, a final direction for design has been discussed and will provide the basis for applications to both the State Historic Preservation Office and the NJ Department of Environmental Protection. Additional meetings with the project team and professionals will be forthcoming. The project is making significant headway.

Chairman Pike presented the Board with the recommendations of the Personnel Committee as they relate to 2017 officers. Commissioner Brown stated that he had some concerns and made a

motion to table the selections. 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:

New Business:

Resolution 2017-1: Resolution authorizing a temporary budget for 2017.

Commissioner Brown offered a motion to approve Resolution 2017-1. 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 to be Presented by the Director:

The Director advised the Board that the District's budget submission has been reviewed by DCA and that it is approved for the public budget hearing on January 12. The annual fire district election is set for Saturday, February 18 during the hours of 2pm and 9pm at the municipal building.

Matters to be Presented by the Solicitor:

Solicitor Sendzik advised the Board members present that all statutory filing requirements for the 2017 budget submission have been met, thus far.

Matters to be Presented by the Board:

Chairman Pike advised those present of the following upcoming meeting dates:

Next Meetings:

BOFC Budget Hearing, Thursday, January 12, 7:30pm,
Fire District Administration Office

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

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

Annual Fire District Election, Saturday, February 18,
2-9pm, Mount Holly Municipal Building

Adjournment:

With no other business on the agenda or being presented for consideration, Commissioner Brown offered a motion to enter into executive session for the purpose of personnel discussion not requiring Rice notification. Commissioner Haines provided a second to the motion. Director

Donnelly advised that this would be Resolution 2017-2 authorizing executive session. At call of the roll, the vote was recorded as follows:

Aye: Brown, Haines, Pike

Nay:

Abstain:

Chairman Pike then advised the public that the Board would move into executive session and that the Board will take no official action and return to public, open meeting following completion of executive session. The Board moved to enter into executive session at 8:00pm.

Executive Session

Commissioner Brown inquired as to the methodology employed in assessing the officer candidates for 2017. Chairman Pike advised that based upon the information requested and posted by the Director, several candidates failed to meet the criteria. Commissioner Brown then asked if interviews were performed this year to which Chairman Pike advised that they have not. Commissioner Brown then stated that he is not in support of appointing candidates based upon the evaluation method utilized rather would like to continue to see interviews included as part of the process. Commissioner Haines affirmed Commissioner Brown's statement.

With no further discussion, Commissioner Brown made a motion to return to public session. 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:

The Board returned to public session at 8:06pm.

Chairman Pike advised the public that no official action has been undertaken and that he would entertain a motion for adjournment.

Commissioner Brown offered a motion to adjourn the meeting. 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:

The meeting was adjourned by Chairman Pike at 8:10pm.

Respectfully submitted,

Stefanie Haines, Secretary

As prepared by Director Donnelly