

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

*Meeting Minutes  
Wednesday, November 1, 2017  
7:30pm, Fire District Administration Office*

**Call to Order:**

Chairman Pike called the November 1, 2017 meeting of the Board of Fire Commissioners of Mount Holly Fire District No. 1 to order at 7:35 PM.

**Statement of Adequate Notice:**

Mr. 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 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 Brown, Commissioner Haines, Vice Chairman McIlwee, Chairman Pike

*Absent:* Commissioner Cauley (Excused)

*Staff & Professionals:* Director Donnelly, 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:**

October 4, 2017 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: Haines, Pike

Nay:

Abstain: Brown, McIlwee

**Approval of Monthly District Reports:**

Chief Apparatus Officer – October 2017

Fire Official – October 2017

Fire Chief – October 2017

Vice Chairman McIlwee 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: Brown, 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 Brown provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, 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 and Solicitor)

Director Donnelly advised the Board that the NJSHPO application has been submitted. The project engineer is finalizing the application to NJDEP and it should be ready for submission by the end of the Month. Also discussed the timeline for presentation to Mount Holly's Joint Land Use Board.

**New Business:**

**Membership** – Fire Police (Forsman)

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

Aye: Brown, Haines, McIlwee, Pike

Nay:

Abstain:

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

The Director advised the Board of the upcoming officer selection process/schedule. Also discussed with the Board was a regional fire officer meeting the Director attended to discuss concerns which had arisen from a recent incident.

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

The Solicitor had discussed the possibility of needing to establish a date for a special capital vote for the 2018 budget.

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

Vice Chairman McIlwee presented questions related to relocation of resources once the Relief Project is underway. The Director and solicitor discussed a possible timeline for approvals and relocation, but reaffirmed that a formal timeline could not be established until responses to current applications are received.

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

***Next Meetings:***

BOFC Worksession, 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 Haines offered a motion for adjournment. Vice Chairman McIlwee provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Brown, Haines, McIlwee, Pike

Nay:

Abstain:

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

Respectfully submitted,

Stefanie Haines, Secretary

As prepared by Director Donnelly