

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

*Meeting Minutes
Wednesday, April 7, 2021
7:30pm, Virtual Meeting via Zoom
Meeting ID: 984 7611 9513*

Note: The items contained within this agenda are those presented for discussion as of the date and time of publication of the agenda. Other items may be added to the agenda with consent of the Board.

Call to Order:

Chairman McIlwee called the March 3, 2021 meeting of the Board of Fire Commissioners of Mount Holly Fire District No. 1 to order at 7:35 PM.

Statement of Adequate Notice:

Director Donnelly read the following statement aloud:

The New Jersey Open Public Meetings Act was enacted to ensure 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 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 on December 28, 2020.
- Published in the Courier Post on December 28, 2020.
- Forwarded to the Municipal Clerk for posting on December 22, 2020.
- 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 Haines, Commissioner Brown, Vice Chairman Fajgier, Chairman McIlwee

Absent: Commissioner Saucier

Staff & Professionals: Director Donnelly, Clerk Brooks, Clerk Mangan, Solicitor Sendzik

Pledge of Allegiance & Moment of Silence:

Chairman McIlwee 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. Director Donnelly requested the remembrance of the District's long-standing solicitor, Jay Sendzik, who passed away suddenly on March 7.

Matters Presented by the Public:

No members of the public requested to speak.

Approval of Minutes:

March 3, 2021 Board of Fire Commissioners Meeting

Commissioner Haines offered a motion to approve the meeting minutes, as presented. Vice Chairman Fajgier provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Haines, Brown, Fajgier, McIlwee

Nay:

Approval of Monthly District Reports:

Chief Apparatus Officer

Fire Official

Fire Chief

Commissioner Haines offered a motion to approve the monthly reports, as presented. Vice Chairman Fajgier provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Haines, Brown, Fajgier, McIlwee

Nay:

Approval of Vouchers:

As prepared and presented.

Vice Chairman Fajgier 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: Haines, Brown, Fajgier, McIlwee

Nay:

New Business:

Resolution 2021-5: Resolution Authorizing Contract

Resolution authorizes a contract for Third Party Testing and Inspection services pursuant to RFP.

Commissioner Brown offered a motion to authorize the third-party testing and inspection contract with Underwood Engineering, as presented. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Haines, Brown, Fajgier, McIlwee

Nay:

Old Business:

Relief Project update

Director Donnelly provided the Board with an updated timeline for the Project. Asbestos remediation has concluded as has demolition of the steamer building and removal of the storage shed. Ogren is set to commence select interior demolition after removal of the electric service by PSE&G. There is currently an unknown timeline for power removal. Once the utility poles and transformers have been removed, Ogren will contain the site with fencing and introduce temporary power to it. Several items remain at Relief that need to be relocated by the District. The Director will continue to coordinate move-out. Again, a huge thank you to our members who have given their time and efforts to assist in the move-out phase of the project. Without their dedication this project would face increased delays and expense. The Relief property is scheduled to be turned over to the GC on or about April 12. When asked if any additional meetings of the BOFC would need to be scheduled, the Director reported that he did not believe so at this time, but if the need arises, he will communicate with the Board.

Matters to be Presented by the Director:

Relief project change orders

At the March 3 BOFC meeting, Solicitor Sendzik briefly discussed the need to have the Director authorized to issue and approve project change orders up to a pre-determined dollar amount to maintain project progress and completion deadlines. At that meeting, the Director had stated that it was not imperative to act on the issue and that it would be added to the agenda for the April 7 meeting. Following discussion of the matter, Commissioner Brown presented a motion for the Director to issue and approve change orders in an amount not to exceed fifty thousand dollars with a change order in excess to come before the BOFC for approval. Commissioner Haines provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Haines, Brown, Fajgier, McIlwee

Nay:

Matters to be Presented by the Solicitor:

No report.

Matters to be Presented by the Board:

Chairman McIlwee asked if any members of the Board had any items for discussion or presentation. Vice Chairman Fajgier inquired as to the format of the upcoming meetings. Director Donnelly stated that, given current Covid restrictions and the lack of space at the administration office following relocation of offices, that the meetings be considered for the Zoom format for at least the next three months or mandated by the State. The Board agreed in consensus and the meeting format will be reevaluated monthly moving forward.

With no additional items being presented, Chairman McIlwee announced the next meetings of the Board as follows:

Next Meetings:

BOFC Meeting, Wednesday, May 5, 2021, 7:30pm,
Zoom Teleconference (Meeting ID: 956 9672 2032)

BOFC Meeting, Wednesday, June 2, 2021, 7:30pm,
Zoom Teleconference (Meeting ID: 966 2210 6684)

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: Haines, Brown, Fajgier, McIlwee
Nay:

The meeting was adjourned by Chairman McIlwee at 8:13pm.

Respectfully submitted,

Stefanie Haines, Secretary
(as prepared by Director Donnelly)