

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

*Meeting Minutes  
Wednesday, October 6, 2021  
37 Washington Street  
7:30pm*

**Call to Order:**

Chairman McIlwee called the October 6, 2021 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 of compliance 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 July 22, 2021.
- Published in the Courier Post on July 22, 2021.
- Forwarded to the Municipal Clerk for posting on July 19, 2021.
- Posted in the Fire District Administration Office.
- Posted on the Official Fire District Website.

The Notice set forth that formal action may be taken.

**Roll Call:**

*Present:* Commissioner Saucier, Commissioner Brown, Vice Chairman Fajgier, Chairman McIlwee

*Absent:*

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

**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.

**Matters Presented by the Public:**

No members of the public raised their hand to be recognized.

**Approval of Minutes:**

Commissioner Brown offered a motion to approve the meeting minutes of August 4, 2021, as presented. Commissioner Saucier provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Saucier, Brown, Fajgier, McIlwee  
Nay:

**Approval of Monthly District Reports:**

No reports submitted

**Approval of Vouchers:**

Commissioner Brown offered a motion to approve the vouchers, as presented. Commissioner Saucier provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Saucier, Brown, Fajgier, McIlwee  
Nay:

**New Business:****Resolution 2021-11**

Resolution Accepting Annual Audit and Authorizing Publication

Vice Chairman Fajgier offered a motion to approve Resolution 2021-11, as presented. Commissioner Saucier provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Saucier, Brown, Fajgier, McIlwee  
Nay:

**Resolution 2021-12**

Resolution Certifying Audit Compliance

Commissioner Brown offered a motion to approve Resolution 2021-12, as presented. Commissioner Saucier provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Saucier, Brown, Fajgier, McIlwee  
Nay:

**Old Business:**

Relief Project update

Director Donnelly provided the Board with a project update. Progress continues onsite as more defined timelines and project milestones are established. The jobsite is increasing in activity with electric and plumbing being piped underground ahead of preparation for concrete on the ground floor of the administrative section. Duct work continues to be installed in the existing structure and fire protection piping has arrived on site. The coming weeks will see continued preparation

for concrete as well as the installation of refurbished windows throughout the existing building. Within the month, steel should arrive on location and begin erection.

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

The Director stated that 2022 Budget preparation is underway and will introduce the proposed budget at November's meeting for the Board's consideration and approval. Continued conversation with regards to the operations of the Fire Prevention Bureau ensued with discussion of shared services, alternative job titles and staffing being discussed. No formal decision on the future operations of the Bureau were made. The Solicitor and Director will review several topics discussed and report back to the Board at the next meeting. In addition to the operations of the Bureau of Fire Prevention was staffing and response associated with the Operations Division. The Director stated that MHFD is not unlike many other agencies in the County, State, and Nation in that volunteer numbers have drastically decreased thus placing a strain on membership and impacting incident response. The Director stated that he has been discussing several options with our regional mutual aid partners and that the Board will need to entertain discussion of this issue as we move into 2022.

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

Ms. Sendzik-Haines had no report for the Board.

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

Chairman McIlwee asked if any members of the Board had any items for discussion or presentation. With no additional items being presented, Chairman McIlwee announced the next meetings of the Board as follows:

<i>Next Meetings:</i>	BOFC Meeting, Wednesday, November 3, 2021, 7:30pm, 37 Washington Street 2022 Budget Introduction & Approval
	BOFC Meeting, Wednesday, December 1, 2021, 7:30pm, 37 Washington Street 2022 Budget Hearing & Adoption

**Adjournment:**

With no other business on the agenda or being presented for consideration, Commissioner Brown offered a motion for adjournment. Commissioner Saucier provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Saucier, Brown, Fajgier, McIlwee  
Nay:

The meeting was adjourned by Chairman McIlwee at 8:37pm.

Respectfully submitted,

Nicole Saucier, Secretary  
(as prepared by Director Donnelly)