

BOARD of FIRE COMMISSIONERS  
MOUNT HOLLY FIRE DISTRICT No. 1

Meeting Minutes

Wednesday June 4th, 2025

17 Pine Street

7:00pm

Call to Order: Chairperson Saucier called the June 4th, 2025, meeting of the Board of Fire Commissioners of Mount Holly Fire District No. 1 to order at 7:05 PM.

Statement of Adequate Notice:

Director Carty 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 January 4, 2025.
- Published in the Courier Post on January 4, 2025.
- Forwarded to the Municipal Clerk for posting on December 29, 2024.
- Posted in the Fire District Administration Office.
- Posted at the Good Intent Fire Company
- Posted on the Official Fire District Website.

The Notice set forth that formal action may be taken.

Roll Call: Present: Commissioner Logue, Commissioner Brown, Commissioner Sheppard, Commissioner Gaskill, Chairperson Saucier

Absent:

Staff & Professionals: Clerk Brooks, Clerk Mangan

Pledge of Allegiance & Moment of Silence: Chairperson Saucier requested that all present stand for the Pledge of Allegiance and remain standing for a moment of silence.

**Approval of Meeting Minutes:** May 7<sup>th</sup>, 2025, Board of Fire Commissioners Meetings. Commissioner Gaskill offered a motion to approve the meeting minutes of May 7<sup>th</sup>, 2025, as presented. Commissioner

Sheppard provided a second to the motion. The Board approved the minutes of May 7<sup>th</sup> Meeting Minutes, 2025. At call of the roll, the vote was recorded as follows:

Aye: Commissioner Brown, Commissioner Sheppard, Commissioner Gaskill, Chairperson Saucier

Nay:

Abstain: Commissioner Logue

**Approval of Vouchers:** Commissioner Sheppard asked about the Byer Lock Shop charge, Director Carty answered that it is for a desk lock. They also asked to have an item line as cleaning for Jim Johnson General Contracting, Clerk Brooks confirmed that is possible.

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

Aye: Commissioner Brown, Commissioner Sheppard, Commissioner Gaskill, Chairperson Saucier

Nay: Commissioner Logue

Abstain:

### **Reports from Fire Personnel:**

Director's Report: Director Carty presented the report, see attached.

Commissioner Sheppard mentioned they had this conversation with the GC about as-builts grading and flooding and for them to figure out if this is the architect's responsibility so that the firehouse is not responsible and Director Carty agreed.

Chief's Report: Director Carty presented the report, See attached.

Fire Official's Report: Director Carty presented the report, See attached.

Chief Apparatus Officer Report: Director Carty presented the report, see attached.

Safety Officers Report: Director Carty presented the report, see attached.

Westampton Township Report: Director Carty presented the report, see attached.

Commissioner Sheppard asked Director Carty how often the Fire Academy uses the firetruck for training. Director Carty clarified that it would not be in Westampton's report; that is the academy that would know that answer.

Commissioner Logue asked when these reports are prepared for submission. Director Carty requests that all reports be submitted by Monday. Commissioner Logue asked if they could receive this information the Monday prior to the meeting as well so they have more time to be prepared. Director Carty mentioned he will try to get a tighter deadline for the Commissioners.

### **Committee Reports:**

Building and Grounds: Commissioner Sheppard asked if someone is maintaining Good Intent. Director Carty said that on a weekly basis, George Gaskill and Carl Shaw check the place. Making sure

there are no leaks, doors are locked, mail is picked up, etc. As far as landscaping, they are hoping to have a duty crew to help with that soon. Director Carty also mentioned that he has been maintaining the trash around the building. They also wanted to thank the township for helping with landscaping around the Relief building. They also thanked the gardening club for providing flowers. They also asked about the Green Acres retainer. Director Carty answered that the retainer has been sent to Lomax and hopes to have more information soon and will follow up with Pennoni as well. Commissioner Sheppard asked for all documents pertaining to Green Acres. They also asked about where we were in having the meeting room set up for A/V. Director Carty confirmed it is listed as a capital budget for this year, and he has a few contacts to reach out to regarding that. Commissioner Logue mentioned this room being used as a training room and what specs we may need to follow. Discussion followed about what parameters the firehouse will be used for.

Personnel/Policies: Commissioner Sheppard asked for an update on the social media policy. Chairperson Sacuier mentioned that council is still reviewing, and they hope to have it to the Board prior to the meeting so they can see it before the next meeting. Commissioner Sheppard asked about the Directors 90-day review and if the other Commissioners would be submitting their thoughts. Chairperson Saucier said that the 90-day review has already happened by the personnel as per the contract, but to please submit any questions to her.

Apparatus and Equipment: No Reports

Planning and Services: No Reports

Budget/Finance and Insurance: Clerk Brooks mentioned that the auditor has all paperwork and reports. The auditor is recommending we go through a payroll service, so they are in the works of looking into that. The two new desktops were delivered and installed by IT. This will alleviate some software issues and problems we have had, and Clerk Brooks would like to set up a meeting with the Finance Committee. Commissioner Sheppard asked Clerk Brooks to keep in mind for their meeting, where the incentive money will come from and how that will affect their current volunteers. They also asked where the bond is tied to. Clerk Brooks went into detail for Commissioner Sheppard that the bond is taxpayer money that is coming in. It went out to a vote to approve the bond through the public that now becomes a part of the budget. Commissioner Sheppard wanted clarification that it is not a lien, Clerk Brooks confirmed it is not, and no assets are involved.

Old Business: No Reports

New Business: No Reports

**RESOLUTION 2025-19-** Approving new volunteer member(s)

- Christopher Lippincott      -Ashlee Clarkson
- Frederick Amendt                      -James Mackenzie

Commissioner Sheppard offered a motion to approve, as presented. Commissioner Logue provided a seconds the motion. At call of the roll, the vote was recorded as follows:

Aye: Commissioner Logue, Commissioner Brown, Commissioner Sheppard, Commissioner Gaskill, Chairperson Saucier

Nay:

Abstain:

**WALK ON RESOLUTION 2025-21-** Formal Request to walk on to make a formal request to discuss giving every district employee the opportunity to have a contract negotiated since a new precedence has been set on how important contracts are to protect the employees and to give the solicitor plenty of time to notify employees. Discussion continued between solicitor and Commissioner on clarification of walk-on.

Director Carty clarified that this is not a new precedence. The prior Director had an employee agreement since 2007. Commissioner Logue asked if there was an employee agreement with Director Eckart. The solicitor did not want to give advice considering employees were not notified prior to talking about contracts. Commissioner Logue asked for clarification from Commissioner Sheppard and Commissioner Sheppard just wants to give equal opportunity to all employees. The solicitor again said it would be more appropriate to talk in the Executive Session. Commissioner Logue asked if there are any laws regarding employee agreements. The solicitor again said he would not provide legal advice in a public session. Commissioner Sheppard also wanted to mention that NJ is an at will state.

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

Aye: Commissioner Sheppard, Commissioner Logue

Nay: Commissioner Brown, Commissioner Gaskill, Chairperson Saucier

Abstain:

Matters Presented by the Public:

1. Jim Logan (10 Brainerd Street)- Where does the incentive money come from? Director Carty mentioned that it comes from a line item in this year's budget. Mr. Logan asked if that comes from taxpayer dollars. Director Carty answered that most of the Fire Districts money comes from tax dollars; some is offset by fees, fines, state funding. Mr. Logan questioned the box truck in the district parking lot and asked if it was for the homeless. Director Carty said that vehicle is being utilized to transport material from Good Intent to Relief. Discussion continued over who's vehicle it is. Director Carty mentioned it was on loan for volunteers to transport items from Good Intent and is being stored here due to volunteers using their spare time when they can to help transport. The vehicle will be removed once it is finished. Commissioner Sheppard asked when that process would be done and would like a date on completion. Commissioner Logue wanted clarification that if something happened to a volunteer while using that vehicle would the Fire Dept be liable. Director Carty answered that our volunteers are covered under general liability workmen's comp and it does not have to be a district vehicle. Commissioner Logue wanted clarification if that is a volunteer's duty. Director Carty mentioned that our volunteers go above and beyond and take pride in this establishment and volunteered to transport these items. Commissioner Logue believes these items are delicate and precious and wants to know why untrained volunteers are transporting and not professional movers. Discussion continued regarding the truck, who owns it and why it was being used. They asked for the solicitor's input, and he said he would have to look into this. Director Carty also wanted to clarify a question from last month's meeting, our cleaning company Jim Johnson's General Contracting does have proper insurance and there will be a waiver for all contractors to sign from now on. Commissioner Logue asked the solicitor to look over the waiver.

**WALK ON RESOLUTION 2025-22-** Commissioner Logue motioned that anything that has legal ramifications be reviewed by our solicitor.

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

Aye: Commissioner Logue, Commissioner Brown, Commissioner Sheppard, Chairperson Saucier

Nay: Commissioner Gaskill

Abstain:

2.Tara Astor (416 Buttonwood)- A few months ago the residents mentioned the bylaws being on the website, they still don't see them, can they be uploaded.

Solicitor's Report: Stephen Raymond. Esq.- Will leave for their comments for Executive Session

Director Carty just wanted to remind the Board and staff that everything we do is "OPRAable", text, email etc. so to please be aware.

Chairperson's Report: They would like to thank everybody for Memorial Day

**WALK ON RESOLUTION 2025-23-** Chairperson Saucier made a motion to walk on recognizing Pride Month, they want this resolution to express the support for the rights, freedoms and equal treatments of lesbian, gay, bisexual, transgender and queer LGBTQIA+ individuals. These are human rights and protected by laws of the United States and International Treaties. Additionally, the resolution encourages the celebration of LGBTQIA+ Pride month in June, and reaffirms our commitment to ensure equity, dignity and inclusion both in life, the workplace and our communities.

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

Aye: Commissioner Brown, Commissioner Sheppard, Commissioner Gaskill, Chairperson Saucier

Nay: Commissioner Logue

Abstain:

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

Aye: Commissioner Brown, Commissioner Sheppard, Commissioner Gaskill, Chairperson Saucier

Nay:

Abstain: Commissioner Logue

Commissioner Logue asked for clarification that shouldn't walk on resolutions fall under New Business. The solicitor explained that the chairperson can walk on something at any time.

**WALK ON RESOLUTION 2025-24-** Chairperson Saucier presented to the Board that the July 2<sup>nd</sup> meeting be cancelled and we go right into the August meeting. Commissioner Logue mentioned to postpone July 2025 meeting, not to cancel. The solicitor gave clarification again on how to do the walk on, and Commissioner Logue asked if she could amend that.

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

Aye: Commissioner Logue, Commissioner Brown, Commissioner Sheppard, Commissioner Gaskill, Chairperson Saucier

Nay:

Abstain:

Commissioner Logue made a motion to amend **Resolution 2025-24**. Commissioner Sheppard provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Commissioner Logue, Commissioner Sheppard,

Nay: Commissioner Brown, Commissioner Gaskill, Chairperson Saucier

Abstain:

Vote on original **Resolution 2025-24**

Aye: Commissioner Brown, Commissioner Gaskill, Chairperson Saucier

Nay: Commissioner Logue, Commissioner Sheppard

Abstain:

**RESOLUTION 2025-20**- RESOLUTION TO GO INTO CLOSED SESSION TO DISCUSS Litigation and Attorney Client Matters- FORMAL ACTION MAY BE TAKEN (if needed). Commissioner Brown offered a motion to approve the payment of vouchers, as presented. Commissioner Sheppard provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Commissioner Logue, Commissioner Brown, Commissioner Sheppard, Commissioner Gaskill, Chairperson Saucier

Nay:

Abstain:

The Board returned from Executive Session at 8:53pm. Commissioner Gaskill offered a motion to approve the payment of vouchers, as presented. Commissioner Logue provided a second to the motion.

Aye: Commissioner Logue, Commissioner Brown, Commissioner Sheppard, Commissioner Gaskill, Chairperson Saucier

Nay:

Abstain:

**WALK ON RESOLUTION 2025-25**- Authorize the Director to obtain an appraisal of the Good Intent building and to accept the lowest responsible bid.

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

Aye: Commissioner Logue, Commissioner Brown, Commissioner Sheppard, Commissioner Gaskill, Chairperson Saucier

Nay:

Abstain:

Matters to be presented by the Board:

Next Meetings: With no additional items being presented, Chairperson Saucier announced the next meeting of the Board as follows, if advertised: Meeting: Board of Fire Commissioners

Date: Wednesday August 6th, 2025, Time: 7:00pm Location: 17 Pine Street, Mount Holly, NJ 08060

Adjournment: Lacking additional business or discussion presented for consideration, Commissioner Brown offered a motion for adjournment. Commissioner Logue provided a second to the motion. At call of the roll, the vote was recorded as follows:

Aye: Commissioner Logue, Commissioner Sheppard, Commissioner Brown, and Commissioner Gaskill, Chairperson Saucier

Nay:

The meeting was adjourned by Chairperson Saucier at 8:58 p.m. respectfully submitted, Commissioner Sheppard