

BOARD OF FIRE COMMISSIONERS
MOUNT HOLLY FIRE DISTRICT NO. 1

Resolution No. 2026- 34

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT
FOR CONSULTING SERVICES TO MAUREEN MITCHELL, LLC
UNDER THE BID THRESHOLD PURSUANT TO N.J.S.A. 40A:11-3

WHEREAS, the Board of Fire Commissioner has determined that it is in immediate need of consulting services for the purpose of developing and adopting a budget for fiscal year 2027 that complies with all the statutory and regulatory requirements governing fire districts in the State of New Jersey; and

WHEREAS, Mauren Mitchell, LLC is a limited liability company established in April 2010 that has extensive experience in municipal budget development and financial planning in the State of New Jersey, and is both willing and able to provide immediate assistance to the Board for the purpose of ensuring that the Board is prepared to adopt a budget for fiscal year 2027 prior to the conclusion of fiscal year 2026; and

WHEREAS, pursuant to N.J.S.A. 40A:11-3, the Board is authorized to award contracts without public advertising for bids if said contracts will not exceed \$17,500 over the contract year; and

WHEREAS, the Board seeks to retain the services of Maureen Mitchell LLC for the provision of consulting services related to the development and adoption of a budget for fiscal year 2027; and

WHEREAS, a contract awarded to Maureen Mitchell, LLC shall not exceed the bid threshold for Mount Holly Fire District No. 1, which is currently seventeen thousand five hundred dollars (\$17,500) pursuant to N.J.S.A. 40A:11-3(a)(1); and

WHEREAS, the Board desires to authorize its Chairman to award a contract without public advertising for bids consistent with N.J.S.A. 40A:11-3; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of Fire District No. 1, Township of Mount Holly, County of Burlington, State of New Jersey as follows:

1. Jules Thiessen, Chair of the Board of Fire Commissioners, is hereby authorized to enter into a contract with Maureen Mitchell, LLC at the rate of one hundred dollars (\$100.00) per hour, not to exceed seventeen thousand five hundred dollars (\$17,500), in accordance with N.J.S.A. 40A:11-1, *et seq.*; and

2. Jules Thiessen, Chair of the Board of Fire Commissioners, is hereby authorized to execute any and all documents necessary to retain the services of Maureen Mitchell, LLC on behalf of Mount Holly Fire District No. 1.

ADOPTED at a meeting of the Board of Fire Commissioners of Fire District No.1, Township of Mount Holly, County of Burlington on September 28, 2026.

RECORDED VOTE

Member	Motion	Second	Aye	Nay	Abstain	Absent	Recused
Jules Thiessen		X	X				
Nicole Saucier					X		
June Gaskill						X	
Jeena Sheppard	X		X				
Rosemarie Logue			X				

CERTIFICATION

I, Jules Thiessen, ^{Chairman} Clerk of the Board of Fire Commissioners of Fire District No. 1, Township of Mount Holly, County of Burlington, State of New Jersey, do hereby certify that the foregoing is a true conformed and compared copy of an original Resolution now on file and of record in the District office which was duly adopted at a public meeting held on the **28th Day of September 2026**.

I do further certify that the said Board of Fire Commissioners of Fire District No.1, Township of Mount Holly, County of Burlington, State of New Jersey, is composed of five (5) members and that 5 members were present and 3 members voted affirmatively for the adoption of the Resolution and 0 member(s) voted against the adoption of the Resolution.

The undersigned further certifies that the above Resolution has not been repealed or amended and remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Board of Fire Commissioners of Fire District No.1, Township of Mount Holly, County of Burlington, State of New Jersey, on this **28th Day of September 2026**.

Jules Thiessen ^{Chairman} _{CLERK}
Board of Fire Commissioners
Fire District No. 1
Township of Mount Holly