

BOARD OF FIRE COMMISSIONERS
MOUNT HOLLY FIRE DISTRICT NO. 1

Resolution No. 2026-35

RESOLUTION AUTHORIZING THE QUALIFIED PURCHASING AGENT
TO AWARD WINDOW CONTRACTS EXCEEDING \$17,500
BUT BELOW THE BID THRESHOLD UNDER
THE NEW JERSEY ELECTION TRANSPARENCY ACT

WHEREAS, the State of New Jersey has allowed "Window Contracts" between Pay-to-Play and Qualified Purchasing Agent Bid Thresholds, Sections 11 and 12 of the Act amend N.J.S.A. 19:44A-20.4 and 20.5, respectively, to clarify that the governing body of a municipality or county may delegate the authority to award a contract having an anticipated value over \$17,500 but below the increased bid threshold established in accordance with N.J.S.A. 40A:11-3(c) ("window contract") by the Qualified Purchasing Agent, pursuant to N.J.S.A. 40A:11-3; and

WHEREAS, N.J.S.A. 40A:11-6.1 permits the establishment of a quotation threshold limitation at 15% of the bid threshold; and

WHEREAS, the delegation of authority should be incorporated into the resolution adopted pursuant to N.J.S.A. 40A:11-3 increasing the bid threshold; and

WHEREAS, Michael Dehoff possesses the designation of Qualified Purchasing Agent, as issued by the Director of the Division of Local Government Services, and has been previously designated by the Board of Fire Commissioners, through a shared services agreement with the Mount Holly Municipal Utilities Authority, to serve in that capacity; and

WHEREAS, it is the desire of the Board of Fire Commissioners to allow the procurement without resolution for "window contract" procurement for contracts exceeding \$17,500 but below the bid threshold as established pursuant to N.J.S.A. 40A:11-3; and

WHEREAS, the Qualified Purchasing Agent, Michael Dehoff, is charged with adhering to the pay-to-play laws requiring disclosures and time frames of advertisement in accordance with N.J.S.A. 19:44A-20.5.

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. The Qualified Purchasing Agent, Michael Dehoff is authorized as per the "Election Transparency Act" to allow the procurement without resolution for "window contract" procurement, in compliance with the Pay-to-Play laws for contracts with an aggregate value exceeding \$17,500 but below the bid threshold as established pursuant to N.J.S.A. 40A:11-3;
2. The Qualified Purchasing Agent shall ensure that all contracts awarded under the authority granted by this Resolution comply with all statutory requirements pursuant to the Pay-to-Play law and Local Public Contracts Law; and
3. The Qualified Purchasing Agent shall maintain detailed records of all contracts awarded under this authority and provide periodic reports to the Board as requested.

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				
Nicole Saucier			X				
June Gaskill						X	
Jeena Sheppard		X	X				
Rosemarie Logue	X		X				

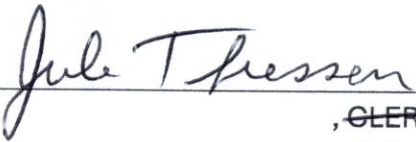
CERTIFICATION

I, JULE 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 4 members were present and 4 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**.



CLERK *JLT*
Chapman

Board of Fire Commissioners
Fire District No. 1
Township of Mount Holly