

BOARD OF FIRE COMMISSIONERS
MOUNT HOLLY FIRE DISTRICT NO. 1

Resolution No. 2026-36

RESOLUTION ESTABLISHING THE POSITION OF ADMINISTRATOR
WITHIN THE FIRE DISTRICT AND ELIMINATING THE POSITION OF FINANCE CLERK

WHEREAS, the Board of Fire Commissioners is a body corporate established pursuant to N.J.S.A. 40A:14-70, with all the powers, duties, and functions that are usual and necessary for carrying out its governmental functions;

WHEREAS, N.J.S.A. 40A:14-81.1 expressly authorizes the Board to establish paid positions within the Fire District by Resolution and to prescribe the powers, functions, and duties of such paid positions; and

WHEREAS, in consideration of the resignation and personnel transitions within the Fire District, the Board has reviewed its current organizational structure and determined that a redistribution of certain duties and responsibilities is in the best interests of the Board and the Fire District; and

WHEREAS, the position of Finance Clerk, together with its attendant duties and responsibilities, no longer meets the needs of the Fire District; and

WHEREAS, the broader and more comprehensive position of Administrator will better promote the efficient and effective administration of the Fire District in furtherance of its mission to provide fire prevention, fire suppression, and related emergency services to residents of Mount Holly Township; and

WHEREAS, several critical Fire District administrative functions require immediate attention while the Board continues to examine and evaluate the strengths, needs and overall structure of the Fire District's current organization; and

WHEREAS, the Board has determined that the prompt establishment and filling of the position of Administrator is necessary to ensure the Fire District's compliance with the various statutes and regulations that govern Fire District operations; 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. The position of Finance Clerk is hereby abolished as of the effective date of this Resolution; and

2. The position of Administrator, with all the powers, duties and functions set forth in the Job Description attached hereto, is hereby established as of the effective date of this Resolution; and

BE IT FURTHER RESOLVED, that the Board hereby approves the Job Description for the newly established Administrator position, attached hereto and incorporated by reference as though fully set forth herein; and

BE IT FURTHER RESOLVED, that this Resolution shall become effective upon satisfaction of all conditions set forth in N.J.S.A. 40:A-81.1, including, but not limited to, publication of this Resolution in a newspaper with substantial circulation and final adoption of this Resolution by the Board at a subsequent meeting following such publication, at which members of the public have an opportunity to be heard and ask questions concerning this Resolution.

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, Jules Thiessen, Chairman 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 3 members voted affirmatively for the adoption of the Resolution and 1 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.**

Julie Thiesen
Chairman, CLERK JAT

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