

MOUNT LAUREL FIRE DISTRICT #1
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
December 19, 2016
Fire Department Headquarters Station
Meeting Minutes #17

IN ATTENDANCE:

1. Commissioner Ridenour
2. Commissioner Roura
3. Commissioner Shestack
4. Commissioner Hamilton
5. Chief of Department Colucci
6. Deputy Chief Burnett
7. Administrator Jones

NOT IN ATTENDANCE:

1. Commissioner DiPietrantonio
2. Solicitor Braslow

The meeting was called to order by Commissioner Ridenour at 8:03 PM.

The Pledge of Allegiance was recited and a moment of silence observed.

Public announcements were read by Commissioner Hamilton.

ADOPTION OF RESOLUTIONS:

Resolution #2016-52 "Provisional Appointment of David Constantine Jr. to the Part-Time Position of Training Officer for the Year 2017". Commissioner Shestack made a motion to approve the resolution that was seconded by Commissioner Roura. The motion was unanimously approved by the Board.

Resolution #2016-53 "Appointment of Vincent Cariello as a 'Junior' Member of the Mount Laurel Fire Department". Commissioner Roura made a motion to approve the resolution that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

The Board took a brief recess at 8:11 PM so that the families of the new members could take pictures. The Board reconvened the meeting at 8:17 PM.

Commissioner Ridenour stated that Commissioner Hamilton will read Resolution #2016-60 by title so that a recorded vote can be taken and then he will read Resolutions #2016 54 through #2016-70 by title.

Resolution #2016-60 "2017 Budget Resolution, Mount Laurel Fire District #1 Fiscal Year: From January 1, 2017 to December 31, 2017". Commissioner Roura made a motion to approve the resolution that was seconded by Commissioner Hamilton. Board members were individually polled for their votes and unanimously approved the motion.

The Clerk then read the following group resolutions by title:

Resolution #2016-54 "Authorization for 2016 Budget Transfers"

Resolution #2016-55 "Cancellation of Fiscal Year 2016 Unexpended Appropriations"

Resolution #2016-56 "Designation of the Official Newspapers of the Mount Laurel Fire District #1 for Fiscal Year 2017"

Resolution #2016-57 "Authorizing the Award of Purchase Orders for Materials and Supplies Purchased Under Contract by the State Division of Purchase and Property Pursuant to N.J.S.A. 40A:11-12"

Resolution #2016-58 "Appointment of Career Employees for the Year 2017"

- Resolution #2016-59 "Adoption of Temporary Budget for Fiscal Year 2017"
- Resolution #2016-61 "Resolution Authorizing the Award of a Non-Fair and Open Contract for Insurance Broker Services in Fiscal Year 2017 to Arthur J. Gallagher & Company"
- Resolution #2017-62 "Resolution Authorizing the Award of a Non-Fair and Open Contract for General Legal Counsel Services in Fiscal Year 2017 to Richard M. Braslow, Esq."
- Resolution #2016-63 "Resolution Authorizing the Award of a Non-Fair and Open Contract for Municipal Accounting & Auditing Services in Fiscal Year 2017 to Bowman & Company, LLP"
- Resolution #2016-64 "Resolution Authorizing the Award of a Non-Fair and Open Contract for Labor Counsel Services in Fiscal Year 2017 to Lane J. Biviano, Esq."
- Resolution #2016-65 "Resolution Authorizing the Award of a Non-Fair and Open Contract for Investigative Special Counsel Services in Fiscal Year 2017 to Barker, Gelfand & James, PC"
- Resolution #2016-66 "Resolution Authorizing the Award of a Non-Fair and Open Contract for FLSA & FMLA Counsel Services in Fiscal Year 2017 to Capehart & Scatchard, P.A."
- Resolution #2016-67 "Resolution Authorizing the Award of a Non-Fair and Open Contract for Architectural Consulting & Construction Planning / Management Services in Fiscal Year 2017 to New Road Construction Management Company, Inc."
- Resolution #2016-68 "Resolution Authorizing the Award of a Non-Fair and Open Contract for Civil Engineering Services in Fiscal Year 2017 to Dante Guzzi Engineering Associates, LLC"
- Resolution #2016-69 "Resolution Authorizing the Award of a Non-Fair and Open Contract for Architectural, Structural, M.P. & E. & Roof Design Consulting & Services in Fiscal Year 2017 to The Design Collaborative Architects & Planners, P.A."
- Resolution #2016-70 "Resolution to Approve the 2016 LOSAP Program Certified List of Eligible Volunteer Members"

Commissioner Roura made a motion to approve Resolutions #2016-54 through #2016-70 (except Resolution #2016-60) that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

FINANCIAL MATTERS:

Commissioner Roura reported that he had reviewed the monthly bills for December and found them to be in order. He noted that a number of year end encumbrances for uniforms, fire & radio equipment and turnout gear were made, which is our normal practice. He made a motion to approve monthly bills totaling \$841,183.85 that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

MONTHLY REPORT BY ADMINISTRATOR:

The Administrator had submitted his monthly report to the Board for their review prior to the meeting and had nothing further to add. There were no questions or comments for the Administrator.

BOARD QUESTIONS FOR THE CHIEF OF DEPARTMENT:

Chief of Department Colucci stated that he did not submit a report to the Board this month but does have some things to discuss in Closed Session. Commissioner Ridenour asked the Chief if he will submit a report.

COMMENTS OF FIRE COMMISSIONERS:

Commissioner Roura reported that approximately half of the fundraiser mailings for the Mt. Laurel Firefighters' Foundation have been mailed out and should be hitting homes within the next day or so. The remaining half will go out a few days from now.

Commissioner Ridenour wished everybody a very nice Christmas, good holiday season and for everyone to be safe and healthy. He thanked everyone for their help and support throughout the year.

Resolution #2016-71 "Closing of Meeting Pursuant to Open Public Meetings Act". Commissioner Roura made a motion to approve the resolution that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

**THE OPEN SESSION ENDED AT 8:26 PM.
A CLOSED SESSION BEGAN AT 8:27 PM.
THE CLOSED SESSION ENDED AT 9:41 PM.**

Commissioner Roura made a motion to reschedule the 2/20/17 Regular Meeting to Tuesday, 2/21/17 due to the President's Day holiday on 2/20/17 that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

Commissioner Roura made a motion to approve the recommendation by Chief of Department Colucci to promote a 2nd Deputy Chief in charge of Administration as part of the Administrator's succession plan that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

Commissioner Roura made a motion to adjourn the meeting that was seconded by Commissioner Shestack. The motion was unanimously approved by the Board.

THE MEETING ADJOURNED AT 9:44 PM.