



# Cherry Hill Board of Fire Commissioners

Cherry Hill Fire District #13  
1100 Markkress Road  
Cherry Hill, New Jersey 08003  
Telephone: (856) 795-9752  
Fax: (856) 795-4588

*Chairperson*  
Ryan M. Doran

*Secretary / Clerk*  
Sara Lipsett

*Treasurer*  
John J. Mulholland, Jr.

*At Large*  
William P. Kelly

*At Large*  
Rosy Arroyo

## **AGENDA FOR REGULAR MEETING** **DECEMBER 18, 2023**

In accordance with Section 5 of the Open, Public Meetings Act, Chapter 231 P.L. 1975, notice of this meeting was posted on the Fire District and Township of Cherry Hill bulletin board designed for that purpose. Notice was published in the official newspapers on May 19, 2023.

The meeting will also be accessible to the public on-line through Zoom by following the information on our website. Members of the public attending through Zoom will be able to give public comment utilizing the public comments section of the meeting.

### **CALL TO ORDER**

Public meeting call to order at \_\_\_\_\_ hours.

### **FLAG SALUTE**

### **ROLL CALL**

ARROYO	PRESENT	ABSENT
DORAN	PRESENT	ABSENT
KELLY	PRESENT	ABSENT
LIPSETT	PRESENT	ABSENT
MULHOLLAND	PRESENT	ABSENT

### **PRESENTATION OF MINUTES**

*Motion by Commissioner \_\_\_\_\_ seconded by Commissioner \_\_\_\_\_  
to accept the Workshop Meeting minutes from the November 14, 2023 Meeting.*

### **ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

Motion by Commissioner \_\_\_\_\_ seconded by Commissioner \_\_\_\_\_  
to accept the Closed Meeting minutes from the November 14, 2023 Meeting.

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

Motion by Commissioner \_\_\_\_\_ seconded by Commissioner \_\_\_\_\_  
to accept the Regular Meeting minutes from the November 20, 2023 Meeting.

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

**CORRESPONDENCE**

**FIRE CHIEF'S REPORT**

**TREASURER'S REPORT**

Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_  
\_\_\_\_\_ to accept Treasurer's Report as read. Motion carried.

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

**OLD BUSINESS**

**NEW BUSINESS**

**READING OF RESOLUTIONS**

<b>RESOLUTION #23-12-18-01</b>	<b>RESOLUTION TO ADOPT A TEMPORARY BUDGET FOR PUBLIC EXPENDITURES</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-01 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NEA	ABSTAINED	ABSENT
LIPSETT	YEA	NEA	ABSTAINED	ABSENT
MULHOLLAND	YEA	NEA	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-02</b>	<b>RESOLUTION AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-02 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-03</b>	<b>RESOLUTION TO APPROVE THE COMMITMENT OF CERTAIN FUND BALANCES FOR ANTICIPATED FUTURE EXPENSES AS OF DECEMBER 31, 2023</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-03 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-04</b>	<b>RESOLUTION DESIGNATING DEPOSITORIES OF FUNDS AND INVESTMENTS AND ADOPTIONS OF CASH MANAGEMENT</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-04 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-05</b>	<b>RESOLUTION DESIGNATION OF OFFICAL NEWSPAPERS FOR PUBLICATIONS FOR JANUARY 1, 2024 THROUGH DECEMBER 31, 2024</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-05 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-06</b>	<b>RESOLUTION DESIGNATING SIGNATORIES TO GENERAL ACCOUNTS</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-06 read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-07</b>	<b>RESOLUTION DESIGNATING SURETY BONDING FOR COMMISSIONERS</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-07 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-08</b>	<b>RESOLUTION AUTHORIZING REGULAR AND WORKSHOP MEETING SCHEDULES FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2024</b>
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**PUBLIC COMMENT**

Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-08 as read. Motion carried.

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-09</b>	<b>RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LEGAL SERVICES WITH THE LAW OFFICE CAPEHART &amp; SCATCHARD</b>
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**PUBLIC COMMENT**

Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-09 as read. Motion carried.

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-10</b>	<b>RESOLUTION APPOINTING A FUND COMMISSIONER AND ALTERNATE FUND COMMISSIONER TO THE CAMDEN COUNTY JOINT INSURANCE FUND</b>
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**PUBLIC COMMENT**

Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-10 as read. Motion carried.

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-11</b>	<b>RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR IT SUPPORT SERVICES WITH ROBERT OBARSKI</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-11 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-12</b>	<b>RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LEGAL SERVICES WITH THE LAW OFFICE PARKER McCAY P.A.</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-12 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-13</b>	<b>RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR AUDITING SERVICES WITH HOLMAN FRENIA ALLISON, P.C.</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-13 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-14</b>	<b>RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR OCCUPATIONAL HEALTH SERVICES WITH INTERSTATE MOBILE CARE, INC.</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-14 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

<b>RESOLUTION #23-12-18-15</b>	<b>RESOLUTION TO INTRODUCE AND APPROVE BUDGET FOR CALENDAR YEAR JANUARY 1, 2024 TO DECEMBER 31, 2024</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-15 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

*Motion by Commissioner \_\_\_\_\_ to close Public Meeting at \_\_\_\_\_ hours to go into executive caucus meeting seconded by Commissioner \_\_\_\_\_. Motion carried.*

<b>RESOLUTION #23-12-18-16</b>	<b>RESOLUTION AUTHORIZING THE BOARD TO EXCLUDE THE PUBLIC IN ORDER TO DISCUSS CERTAIN MATTERS PERTAINING TO PERSONNEL AND/OR LITIGATION</b>
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**PUBLIC COMMENT**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to accept Resolution #23-12-18-16 as read. Motion carried.*

**ROLL CALL VOTE**

ARROYO	YEA	NAY	ABSTAINED	ABSENT
DORAN	YEA	NAY	ABSTAINED	ABSENT
KELLY	YEA	NAY	ABSTAINED	ABSENT
LIPSETT	YEA	NAY	ABSTAINED	ABSENT
MULHOLLAND	YEA	NAY	ABSTAINED	ABSENT

**OPENED MEETING**

*Motion by Commissioner \_\_\_\_\_ at \_\_\_\_\_ hours to open meeting to the public, seconded by Commissioner \_\_\_\_\_. Motion carried.*

**PUBLIC COMMENT PRIOR TO CLOSE OF MEETING**

*THIS SECTION OF THE PUBLIC MEETING IS RESERVED FOR THE COMMISSIONERS TO ACCEPT "COMMENTS" FROM THE PUBLIC. IF A COMMISSIONER WISHES TO RESPOND TO ANY OF THE COMMENTS, IT WILL BE DONE AFTER THE COMMENT PORTION OF THE MEETING IS CLOSED. PUBLIC COMMENTS SHALL BE DIRECTED THROUGH THE CHAIRPERSON.*

**MOTION TO ADJOURN MEETING**

*Motion by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_ to adjourn meeting at \_\_\_\_\_ hours. Motion carried.*

**RESPECTFULLY SUBMITTED,**

**SARA LIPSETT  
CLERK, B.O.F.C. DIST. #13**