



Cherry Hill Board of Fire Commissioners

Cherry Hill Fire District #13
1100 Markkress Road
Cherry Hill, New Jersey 08003
Telephone: (856) 795-9752
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Chairperson
Ryan M. Doran

Secretary / Clerk
Sara Lipsett

Treasurer
John J. Mulholland, Jr.

At Large
William P. Kelly

At Large
Rosy Arroyo

MINUTES 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 19:00 hours.

FLAG SALUTE

ROLL CALL

ARROYO	PRESENT
DORAN	ABSENT
KELLY	PRESENT
LIPSETT	PRESENT
MULHOLLAND	PRESENT

Also present; Fire Chief Houlihan, AC DeLuca, EMSBC Milsted, CFO Foley and PSA Fiorentini.

PRESENTATION OF MINUTES

Motion by Commissioner Arroyo seconded by Commissioner Lipsett to accept the Workshop Meeting minutes from the November 14, 2023 Meeting.

ROLL CALL VOTE

ARROYO	YEA
DORAN	ABSENT
KELLY	YEA
LIPSETT	YEA
MULHOLLAND	ABSTAINED

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

ROLL CALL VOTE

ARROYO	YEA
DORAN	ABSENT
KELLY	YEA
LIPSETT	YEA
MULHOLLAND	ABSTAINED

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

ROLL CALL VOTE

ARROYO	YEA
DORAN	ABSENT
KELLY	YEA
LIPSETT	YEA
MULHOLLAND	YEA

CORRESPONDENCE

On file.

FIRE CHIEF'S REPORT

Fire Chief Houlihan presented the Fire Chief's Report. The complete report is on file.

- Attended BOFC Regular meetings.
- Attended monthly Cherry Hill Township meetings.
- Attended monthly Office of the Fire Chief meetings.
- Attended monthly Field Command Office meeting.
- Attended State Fire Stat Meetings.
- Attended Meeting with Cherry Hill Township and school district reps.

TREASURER'S REPORT

CFO Foley read the Treasurer's Report into the record; the opening balance in the cash accounts as of November 1 was \$14,743,827.37. November receipts totaled \$2,495,502.31; November disbursements totaled \$2,142,685.17 leaving a closing balance of \$15,096,644.51 as of November 30, 2023, which resulted in a net use of cash totaling \$352,817.14. CFO Foley reported on one notable disbursement; Fire Fleet, LLC for \$21,124.70 which represents the new leasing company for the three new ambulances.

Motion by Commissioner Mulholland and seconded by Commissioner Kelly to accept Treasurer's Report and the monthly bill list totaling \$684,860.74 as read. Motion carried.

ROLL CALL VOTE

ARROYO	YEA
DORAN	ABSENT
KELLY	YEA
LIPSETT	YEA
MULHOLLAND	YEA

OLD BUSINESS

None

NEW BUSINESS

None

READING OF RESOLUTIONS

The following Resolutions were presented on Consent Agenda;

RESOLUTION #23-12-18-01	RESOLUTION TO ADOPT A TEMPORARY BUDGET FOR PUBLIC EXPENDITURES
RESOLUTION #23-12-18-02	RESOLUTION AUTHORIZING APPROVAL AND PAYMENT OF CLAIMS
RESOLUTION #23-12-18-03	RESOLUTION TO APPROVE THE COMMITMENT OF CERTAIN FUND BALANCES FOR ANTICIPATED FUTURE EXPENSES AS OF DECEMBER 31, 2023

Cherry Hill Board of Fire Commissioners Agenda

RESOLUTION #23-12-18-04	RESOLUTION DESIGNATING DEPOSITORIES OF FUNDS AND INVESTMENTS AND ADOPTIONS OF CASH MANAGEMENT
RESOLUTION #23-12-18-05	RESOLUTION DESIGNATION OF OFFICAL NEWSPAPERS FOR PUBLICATIONS FOR JANUARY 1, 2024 THROUGH DECEMBER 31, 2024
RESOLUTION #23-12-18-06	RESOLUTION DESIGNATING SIGNATORIES TO GENERAL ACCOUNTS
RESOLUTION #23-12-18-07	RESOLUTION DESIGNATING SURETY BONDING FOR COMMISSIONERS
RESOLUTION #23-12-18-08	RESOLUTION AUTHORIZING REGULAR AND WORKSHOP MEETING SCHEDULES FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2024
RESOLUTION #23-12-18-09	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LEGAL SERVICES WITH THE LAW OFFICE CAPEHART & SCATCHARD
RESOLUTION #23-12-18-10	RESOLUTION APPOINTING A FUND COMMISSIONER AND ALTERNATE FUND COMMISSIONER TO THE CAMDEN COUNTY JOINT INSURANCE FUND
RESOLUTION #23-12-18-11	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR IT SUPPORT SERVICES WITH ROBERT OBARSKI
RESOLUTION #23-12-18-12	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LEGAL SERVICES WITH THE LAW OFFICE PARKER McCAY P.A.
RESOLUTION #23-12-18-13	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR AUDITING SERVICES WITH HOLMAN FRENIA ALLISON, P.C.

RESOLUTION #23-12-18-14	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR OCCUPATIONAL HEALTH SERVICES WITH INTERSTATE MOBILE CARE, INC.
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RESOLUTION #23-12-18-15	RESOLUTION TO INTRODUCE AND APPROVE BUDGET FOR CALENDAR YEAR JANUARY 1, 2024 TO DECEMBER 31, 2024
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PUBLIC COMMENT - NONE

Motion by Commissioner Kelly and seconded by Commissioner Mulholland to accept Resolutions #23-12-18-01 through #23-12-18-15 on Consent Agenda as read. Motion carried.

ROLL CALL VOTE

ARROYO	YEA
DORAN	ABSENT
KELLY	YEA
LIPSETT	YEA
MULHOLLAND	YEA

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.

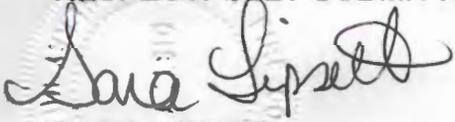
Fire Chief Houlihan thanked everyone for their support and wished everyone a Merry Christmas and Happy New Year.

No other Public Comments were received.

MOTION TO ADJOURN MEETING

Motion by Commissioner Lipsett and seconded by Commissioner Arroyo to adjourn meeting at 19:10 hours. Motion carried.

RESPECTFULLY SUBMITTED,

A handwritten signature in cursive script, appearing to read "Sara Lipsett", is written over a faint circular stamp. The stamp contains the text "CLERK OF BOARD OF FIRE COMMISSIONERS" around the perimeter and "DISTRICT #13" in the center.

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