



Cherry Hill Board of Fire Commissioners

Cherry Hill Fire District #13
1100 Markkress Road
Cherry Hill, New Jersey 08003
Telephone: (856) 795-9805
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

MINUTES WORKSHOP MEETING **September 11, 2025**

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 December 26, 2024.

CALL TO ORDER

Public meeting call to order at 19:00 hours .

FLAG SALUTE

ROLL CALL

ARROYO	ABSENT
DORAN	PRESENT
KELLY	PRESENT
LIPSETT	ABSENT
MULHOLLAND	PRESENT

Also attending: Fire Chief Houlihan, AC DeLucca, AC McGeady and PSA Fiorentini.

DISCUSSION ITEMS

Fire Chief Houlihan briefed the Board on the following items;

- We currently have 16 FF recruits starting the Recruit Academy on Friday, September 29; there are 5 full time EMT's starting in October; we will continue recruitment for an additional two Full-Time EMT's, and we continue to advertise for Per Diem EMT's with an October testing date being planned.
- There will be two fire officer promotions at the regular Board meeting next week.
- The EMS contract negotiations are continuing with new Attorney Ralph Smith coming on board. The Motor Maintenance contract is currently on standby as we continue to move forward with the EMS contract. Our Attorney has sent a letter to the Deer Park Fire Company announcing that we will begin negotiations on a new agreement with them.

- Update on projects: We met with representatives from Stantec Engineering to review the plans for the existing burn building foundation to see if it is suitable for the new burn building concept. The fire station exhaust system bid documents are progressing. We continue to meet with the Church Road Civic Association regarding the status of the building with limited progress. The Felton Room painting project was undertaken by FF Knapp after which additional photos will be displayed in the room.
- We are currently reviewing four RFP's that were received for Health Insurance Broker. The 2024 audit is complete and we expect to receive the report in October. We are beginning to put together the 2026 Budget using the same process as in the past. The new EMS billing will start next month; calls for service continue to increase.
- Apparatus Update: The new Rescue Ladder is scheduled to be completed by the end of the year with a final inspection planned in early 2026. The new engine is still approximately three years out. Coincidentally, there was a Congressional Hearing yesterday discussing the increase in costs and the delays in delivery of fire apparatus. We are reviewing our future apparatus needs and how we can budget for them as two new engines are needed. Two of the four new ambulances have been received at the dealer; one new ambulance will be on display at the Fireman's' Convention in Wildwood. The remaining two ambulances are scheduled to be in by the end of the year.
- The Chief spoke about some of our Public Education initiatives and notifications such as the "After the Fire Initiative". The Chief also discussed and shared an EMS stat report that was distributed to the Board members present.

Fire Commissioner Kelly brought up the following items for discussion: The current tax retable's, the new burn building, the status of the "Gov Deal" sales, the 2024 fund balance, the status of Station 5, 301 Burnt Mill Road and Deer Park properties and the status of the yearly performance reviews.

The Board discussed the regular meeting scheduled for September 18th and determined there would not be a quorum. After further discussion, it was the consensus of the Board to change the meeting time from 19:00 hours to 17:00 hours in order to accommodate the Board members schedules. All legal advertising will be completed.

PUBLIC COMMENT PRIOR TO CLOSE OF MEETING

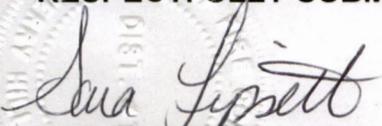
THIS SECTION OF THE PUBLIC MEETING IS RESERVED FOR THE COMMISSIONERS TO ACCEPT "COMMENTS" FROM THE PUBLIC. IF A COMMISSIONER WISHES TO RESPOND TO ANY OF THE COMMENTS, IT WILL BE DONE AFTER THE COMMENT PORTION OF THE MEETING IS CLOSED. PUBLIC COMMENTS SHALL BE DIRECTED THROUGH THE CHAIRPERSON.

No public comment was received.

MOTION TO ADJOURN MEETING

Motion by Commissioner Mulholland and seconded by Commissioner Doran to adjourn meeting at 20:24 hours. Motion carried.

RESPECTFULLY SUBMITTED



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