

# MOUNT LAUREL FIRE DEPARTMENT

Est. 1953

69 Elbo Lane  
Mount Laurel, NJ 08054-9630

Tel: (856) 234-6053  
Fax: (856) 234-3756

## A G E N D A

### REGULAR MEETING

Monday, August 18, 2014 @ 8:00 PM  
Headquarters Station Meeting Room

## **REMINDER:**

**THE BOARD REQUESTS THAT ALL CELL PHONES EITHER BE SET TO VIBRATE OR BE TURNED OFF TO PREVENT UNNECESSARY INTERRUPTION OF TONIGHT'S MEETING. THE BOARD THANKS YOU FOR YOUR COOPERATION IN ADVANCE.**

1. Call to Order
2. Pledge of Allegiance / Moment of Silence
3. Roll Call - Commissioners Cornue, Hamilton, Ridenour, Roura and Shestack
4. Public Announcements - Clerk
5. Adoption of Resolutions;
  - Resolution #2014-42 "Resolution of the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, County of Burlington, New Jersey Appointing Phoenix Advisors, LLC, as Financial Advisor & Bowman & Company LLP as Printer for the Fire District"
  - Resolution #2014-43 "Resolution of the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, County of Burlington, New Jersey Authorizing the Submission of an Application to the Local Finance Board Pursuant to N.J.S.A. 40A:5A-6"
  - Resolution #2014-44 "Resolution Authorizing the Award of a Non-Fair and Open Contract for Investigative Special Counsel Services in Fiscal Year 2014 to the Firm Barker, Gelfand & James, PC"
  - Resolution #2014-45 "Appointment of New Road Construction Management to Provide Architectural Consulting & Consturction Planning/Management Services for the Fire District in Fiscal Year 2014"
  - Resolution #2014-46 "Appointment of Cole M. Jarvis as a 'Junior' Member of the Mount Laurel Fire Department"

Resolution #2014-47      "Appointment of Kyle D. Steinmetz to Active Membership in the Masonville Fire Company #1 and the Mount Laurel Fire Department"

6. Recess for newly sworn-in member to take pictures
7. Approval of Meeting Minutes;
  - Regular Meeting of June 16, 2014
  - Regular Meeting of July 21, 2014
  - Special Meeting of August 4, 2014 (prepared but not reviewed yet)
8. Financial Matters;
  - a. Approval of Monthly Bills (August 2014)
  - b. Questions / Comments by Treasurer
9. Monthly Report by Administrator
10. Monthly Report by Chief of Department
11. Standing Committee Reports
12. Other Matters;
13. Comments of Fire District Professionals
14. Comments of Fire Commissioners
15. Public Participation
16. Resolution #2014-48      "Closing of Meeting Pursuant to Open Public Meetings Act"
17. Closed Session:
  - a. Legal Matters (if any)
  - b. Personnel Matters;
    1. Employee Disciplinary Action / Injury Update - Chief Colucci
    2. Outstanding Grievance Status - Chief Colucci
    3. Any other personnel matter that may come before the Board
  - c. Collective Bargaining Agreement Negotiation Discussion
  - d. Collier Disciplinary Hearing (approximate start time - 8:30 PM)
18. Adjournment of Closed Session
19. Return to Open Session
20. Adjournment of Regular Meeting

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## RESOLUTION 2014-42

*RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT #1,  
TOWNSHIP OF MOUNT LAUREL, COUNTY OF BURLINGTON, NEW JERSEY  
APPOINTING PHOENIX ADVISORS, LLC, AS FINANCIAL ADVISOR  
& BOWMAN & COMPANY LLP AS PRINTER  
FOR THE FIRE DISTRICT*

**WHEREAS**, the Board of Fire Commissioners of Fire District No. 1 in the Township of Mount Laurel, County of Burlington, New Jersey ("Fire District") have a need for a financial advisor specializing in public finance to assist it in matters relating to, inter alia, the issuance of debt; and

**WHEREAS**, Phoenix Advisors, LLC, Bordentown, New Jersey, is a nationally recognized financial advisor with experience in public finance and is able to assist the Fire District in such matters; and

**WHEREAS**, the Fire District has reviewed the credentials, expertise and estimated fees of Phoenix Advisors, LLC for the services to be provided as financial advisor and is satisfied that the services will be of the highest quality at a fair and reasonable price; and

**WHEREAS**, N.J.S.A. 40A:11-5(1)(a)(i), authorizes the Fire District to appoint Phoenix Advisors, LLC as financial advisor without advertising for bids since the services to be provided are professional in nature; and

**WHEREAS**, Fire District has a need for a printing firm specializing in the printing of offering documents for public finance transactions to assist it in matters relating to, inter alia, the printing of a preliminary official statement and final official statement in connection with the issuance of debt; and

**WHEREAS**, Bowman & Company LLP, Voorhees, New Jersey, is a printing firm with experience in in the printing of offering documents for public finance transactions and is able to assist the Fire District in such matters; and

**WHEREAS**, the Fire District has reviewed the credentials, expertise and estimated fees of Bowman & Company LLP for the services to be provided as printer and is satisfied that the services will be of the highest quality at a fair and reasonable price; and

**WHEREAS**, N.J.S.A. 40A:11-5(1) (a) (i), authorizes the Fire District to appoint Bowman & Company LLP as printer without advertising for bids since the services to be provided are professional in nature.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of Fire District #1, Township of Mount Laurel, County of Burlington, New Jersey as follows:

**Section 1.** Phoenix Advisors, LLC, Bordentown, New Jersey is hereby appointed as financial advisor for the Fire District.

**Section 2.** Bowman & Company LLP, Voorhees, New Jersey is hereby appointed as printer for the Fire District.

**Section 3.** The Business Administrator is hereby authorized and directed to execute, on behalf of the Fire District, an agreement with Phoenix Advisors, LLC and Bowman & Company LLP for the financial services to be rendered.

**Section 4.** The Business Administrator is hereby authorized to publish notice of these appointments and the terms thereof, as required by applicable law.

**Section 5.** All resolutions, or parts thereof, inconsistent herewith are hereby repealed and rescinded to the extent of any such inconsistency.

**Section 6.** This resolution shall take effect immediately upon adoption.

## **CERTIFICATION**

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on August 18, 2014.

Richard Hamilton, Clerk

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### **RESOLUTION 2014-43**

*RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT #1  
TOWNSHIP OF MOUNT LAUREL, COUNTY OF BURLINGTON, NEW JERSEY  
AUTHORIZING THE SUBMISSION OF AN APPLICATION  
TO THE LOCAL FINANCE BOARD PURSUANT TO N.J.S.A. 40A:5A-6*

#### **BACKGROUND**

**WHEREAS**, the Board of Fire Commissioners of Fire District #1 in the Township of Mount Laurel, County of Burlington, New Jersey ("Board" when referring to the governing body and "Fire District" when referring to a legal entity governed by the Board) desires to make application to the Local Finance Board for its review and/or approval of the issuance of general obligation bonds of the Fire District in one (1) or more series, in the aggregate principal amount of up to \$2,950,000; and,

**WHEREAS**, the Board believes:

- (a) it is in the public interest to accomplish such purpose; and,
- (b) said purpose or improvements are for health, welfare, convenience or betterment of the inhabitants of the Fire District; and,
- (c) the amounts to be expended for said purpose or improvements are not unreasonable or exorbitant; and,
- (d) the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the Fire District and will not create an undue financial burden to be placed upon the Fire District.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of Fire District #1, in the Township of Mount Laurel, County of Burlington, New Jersey, as follows.

**SECTION 1.** The application to the Local Finance Board is hereby approved, and the Fire District's Bond Counsel, Solicitor, Auditor and Financial Advisor, along with other representatives of the Fire District, are hereby authorized to prepare such application and to represent the Fire District in matters pertaining thereto.

**SECTION 2.** A copy of this resolution shall be prepared and filed with the Local Finance Board as part of such application.

**SECTION 3.** The Local Finance Board is hereby respectfully requested to consider such application and to record its findings, recommendations and or/approvals as provided by the applicable New Jersey law.

Recorded Vote:

**AYE**

**NO**

**ABSTAIN**

**ABSENT**

Robert Shestack, Chairman  
Phil Roura, Vice Chairman  
David Ridenour, Treasurer  
Richard Hamilton, Clerk  
John Cornue, Deputy Treasurer/Clerk

**CERTIFICATION**

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on August 18, 2014.

Richard Hamilton, Clerk

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## **RESOLUTION 2014-44**

*RESOLUTION AUTHORIZING THE AWARD  
OF A NON-FAIR AND OPEN CONTRACT  
FOR INVESTIGATIVE SPECIAL COUNSEL SERVICES  
IN FISCAL YEAR 2014 TO THE FIRM  
BARKER, GELFAND & JAMES, PC*

**WHEREAS**, the Board of Fire Commissioners of the Mount Laurel Fire District #1 has a need for Investigative Special Counsel services as a "non-fair and open contract" pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Administrator has determined and certified in writing that the value of these services are unlikely to exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is 1 year and may be extended as deemed necessary by the Board of Fire Commissioners of the Mount Laurel Fire District #1; and,

**WHEREAS**, the firm of Barker, Gelfand & James, PC has proposed to provide investigative special counsel services at a rate of \$150 per hour in 2014; and,

**WHEREAS**, the firm of Barker, Gelfand & James, PC has completed and submitted a Business Entity Disclosure Certification which certified that they have not made any reportable contributions to a political or candidate committee in the Mt. Laurel Fire District in the previous one year period, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and,

**WHEREAS**, funds are available for the purpose of Investigative Special Counsel services that the Board of Fire Commissioners of the Mount Laurel Fire District #1 may require.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey as follows:

1. That the firm of Barker, Gelfand & James, PC, 210 New Road, Suite 12, Linwood, NJ 08221, is hereby appointed as Investigative Special Counsel for the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey for Fiscal Year 2014 to perform professional services as required by the Board of Fire Commissioners and to receive compensation on a contract basis for all services rendered.

2. This appointment is made without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

***BE IT FURTHER RESOLVED***, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and,

***BE IT FURTHER RESOLVED***, that a copy of this resolution shall be published as required by law, within ten (10) days of its passage.

### **CERTIFICATION**

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on August 18, 2014.

Richard Hamilton, Clerk



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## **RESOLUTION 2014-45**

### *APPOINTMENT OF THE FIRM NEW ROAD CONTRUCTION MANAGEMENT TO PROVIDE ARCHITECTURAL CONSULTING & CONSTRUCTION PLANNING / MANAGEMENT SERVICES FOR THE FIRE DISTRICT IN FISCAL YEAR 2014*

**WHEREAS**, there exists a need for architectural consulting and construction planning/management services for the Board of Fire Commissioners of Fire District #1 in the Township of Mount Laurel, County of Burlington; and

**WHEREAS**, funds are available for the purpose of obtaining such services; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of this contract for professional services without competitive bids must be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey as follows:

1. The firm New Road Construction Management, 1876 Greentree Road, Cherry Hill, NJ 08003, be and are hereby appointed to provide Architectural Consulting and Construction Planning/Management services for the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey for Fiscal Year 2014 as required by the Board of Fire Commissioners and to receive compensation on a fee basis for all services rendered.

2. This appointment is made without competitive bids as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids.

**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be published as required by law, within ten (10) days of its passage.

## **CERTIFICATION**

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on August 18, 2014.

Richard Hamilton, Clerk

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### **RESOLUTION 2014-46**

*APPOINTMENT OF  
COLE M. JARVIS  
AS A 'JUNIOR' MEMBER OF THE  
MOUNT LAUREL FIRE DEPARTMENT*

**WHEREAS**, COLE M. JARVIS has applied for membership as a 'JUNIOR' member of the MOUNT LAUREL FIRE DEPARTMENT; and,

**WHEREAS**, the applicant has previously served with the Mount Laurel Fire Department as an 'EXPLORER' member.

**WHEREAS**, all pertinent Mount Laurel Fire Department membership requirements have been met.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey that COLE M. JARVIS is hereby appointed as a 'JUNIOR' member of the MOUNT LAUREL FIRE DEPARTMENT.

### **CERTIFICATION**

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on August 18, 2014.

Richard Hamilton, Clerk

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## **RESOLUTION 2014-47**

*APPOINTMENT OF  
KYLE D. STEINMETZ  
TO ACTIVE MEMBERSHIP IN THE  
MASONVILLE FIRE COMPANY #1  
AND THE MOUNT LAUREL FIRE DEPARTMENT*

**WHEREAS**, KYLE D. STEINMETZ has applied for membership as an ACTIVE MEMBER of the MASONVILLE FIRE COMPANY #1 and MOUNT LAUREL FIRE DEPARTMENT; and,

**WHEREAS**, the applicant has previously served with the Mount Laurel Fire Department as a 'JUNIOR' member.

**WHEREAS**, all pertinent Mount Laurel Fire Department membership requirements have been met.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey that KYLE D. STEINMETZ is hereby appointed as an ACTIVE MEMBER of the MASONVILLE FIRE COMPANY #1 and the MOUNT LAUREL FIRE DEPARTMENT.

## **CERTIFICATION**

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on August 18, 2014.

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## RESOLUTION 2014-48

### *CLOSING OF MEETING PURSUANT TO OPEN PUBLIC MEETINGS ACT*

**WHEREAS**, pursuant to the Open Public Meetings Act, the Board is allowed to engage in an Executive (Closed) Session during any particular meeting when it becomes necessary to discuss matters which the statute allows to be discussed in Executive (Closed) Session; and,

**WHEREAS**, it is necessary for the Board to discuss various matters regarding personnel, contracts and/or litigation or legal matters and, accordingly, these matters are eligible for discussion by the Board in an Executive (Closed) Session.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Fire Commissioners of Fire District #1, Township of Mount Laurel, Burlington County, New Jersey as follows:

1. The regular meeting of August 18, 2014 is hereby closed to the public and will be reopened at such time as the discussions held in Executive (Closed) Session have been completed.
2. The minutes of the Executive (Closed) Session will be revealed to the public at such time as the matters discussed have been resolved.

## CERTIFICATION

I, Richard Hamilton, Clerk of the Mount Laurel Board of Fire Commissioners, Fire District #1, Mount Laurel, New Jersey, do hereby certify that this is a true copy of a Resolution adopted by the Board of Fire Commissioners at a regular meeting held on August 18, 2014.

Richard Hamilton, Clerk