



# 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*  
John J. Mulholland, Jr.

*Treasurer*  
Sara Lipsett

*At Large*  
William P. Kelly

*At Large*  
William T. McCargo

## **MINUTES FOR REGULAR MEETING** **April 17, 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 January 6, 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**

DORAN	PRESENT
KELLY	PRESENT
LIPSETT	PRESENT
MCCARGO	PRESENT
MULHOLLAND	PRESENT

Also present: Fire Chief Callan, AFC Houlihan, AFC DeLucca, EMSBC Milsted, CFO Foley and PSA Fiorentini.

### **PRESENTATION OF MINUTES**

*Motion by Commissioner Mulholland seconded by Commissioner Doran to accept the Regular Meeting minutes from the March 20, 2023 Meeting.*

**ROLL CALL VOTE**

DORAN	YEA
KELLY	YEA
LIPSETT	YEA
MCCARGO	YEA
MULHOLLAND	YEA

**CORRESPONDENCE**

On File

**FIRE CHIEF'S REPORT**

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

Attended BOFC Prep meetings.  
Attended monthly Cherry Hill Township meeting.  
Attended weekly Office of the Fire Chief meetings.

**TREASURER'S REPORT**

CFO Foley read the Treasurer's Report into the record; the opening balance in the cash accounts as of March 1 was \$14,497,367.14. March receipts totaled \$2,482,293.39, March disbursements totaled \$2,067,002.68 leaving a closing balance of \$14,912,657.85 as of March 31, 2023, which resulted in a net use of cash totaling \$415,290.71.

*Motion by Commissioner McCargo and seconded by Commissioner Kelly to accept Treasurer's Report and the monthly bill list totaling \$630,472.83 as read. Motion carried.*

**ROLL CALL VOTE**

DORAN	YEA
KELLY	YEA
LIPSETT	YEA
MCCARGO	YEA
MULHOLLAND	YEA

**OLD BUSINESS**

None

**NEW BUSINESS**

*Motion By Commissioner Mulholland and seconded by Commissioner Lipsett to schedule a monthly workshop meeting for 7 pm on the Tuesdays before the regularly scheduled meetings for the remainder of 2023.*

**ROLL CALL VOTE**

DORAN	YEA
KELLY	YEA
LIPSETT	YEA
MCCARGO	YEA
MULHOLLAND	YEA

The following Resolutions were presented on Consent Agenda;

**READING OF RESOLUTIONS**

RESOLUTION #23-04-17-01	RESOLUTION MEMORIALIZING THE APPOINTMENT OF CAREER EMERGENCY MEDICAL TECHNICIANS TO FILL EXISTING VACANCIES
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RESOLUTION #23-04-17-03	RESOLUTION AUTHORIZING THE ADVERTISING OF BIDS FOR OPERATING LEASE FOR THREE (3) AMBULANCES PROJECT #EMS2023-012
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RESOLUTION #23-04-17-04	RESOLUTION APPROVING LOSAP DOCUMENTATION RELATIVE TO ELIGIBILITY FOR DEER PARK FIRE COMPANY/REHAB UNIT
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RESOLUTION #23-04-17-05	RESOLUTION APPROVING LOSAP DOCUMENTATION RELATIVE TO ELIGIBILITY FOR WOODCREST FIRE COMPANY/FIRE POLICE
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**PUBLIC COMMENT - NONE**

*Motion by Commissioner Lipsett and seconded by Commissioner Doran to accept Resolutions #23-04-17-01, #23-04-17-03, #23-04-17-04 and #23-04-17-05 on Consent Agenda as read. Motion carried.*

**ROLL CALL VOTE**

DORAN	YEA
KELLY	YEA
LIPSETT	YEA
MCCARGO	YEA
MULHOLLAND	YEA

Resolution #23-04-17-02 was read in its entirety into the minutes.

**RESOLUTION #23-04-17-02**

**RESOLUTION TO APPOINT A FIRE CHIEF**

**RESOLUTION TO APPOINT A FIRE CHIEF**

**WHEREAS**, N.J.S.A. 40a:14-81.1 states that the Commissioners of any Fire District may, by resolution, establish paid positions for the Fire District as such positions shall be determined by the Commissioners to be required for the purposes of the Fire District; and

**WHEREAS**, the Board of Fire Commissioners, District #13 Township of Cherry Hill, County of Camden, State of New Jersey has determined that the position of Fire Chief and the salary and benefits for such position has been created and previously established; and

**WHEREAS**, the Board of Fire Commissioners has determined that one Fire Chief position is needed to be filled.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Fire Commissioners, District #13, Township of Cherry Hill, County of Camden, State of New Jersey that the Board of Fire Commissioners is hereby authorized to appoint Wade J. Houlihan as Fire Chief effective May 1, 2023 and will be sworn in at the May 15, 2023 Board of Fire Commissioners meeting.

**PUBLIC COMMENT - NONE**

*Motion by Commissioner Lipsett and seconded by Commissioner Mulholland to accept Resolution #23-04-17-02 as read. Motion carried.*

**ROLL CALL VOTE**

DORAN	YEA
KELLY	YEA
LIPSETT	YEA
MCCARGO	YEA
MULHOLLAND	YEA

**PUBLIC COMMENT PRIOR TO CLOSE OF MEETING**

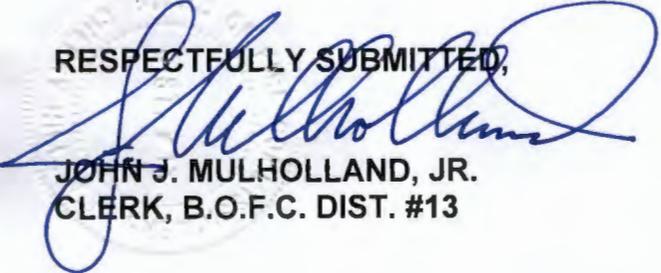
THIS SECTION OF THE PUBLIC MEETING IS RESERVED FOR THE COMMISSIONERS TO ACCEPT "COMMENTS" FROM THE PUBLIC. IF A COMMISSIONER WISHES TO RESPOND TO ANY OF THE COMMENTS, IT WILL BE DONE AFTER THE COMMENT PORTION OF THE MEETING IS CLOSED. PUBLIC COMMENTS SHALL BE DIRECTED THROUGH THE CHAIRPERSON.

Fire Commissioner Lipsett congratulated Assistant Fire Chief Houlihan on his appointment to Fire Chief effective May 1, 2023.

**MOTION TO ADJOURN MEETING**

*Motion by Commissioner Doran and seconded by Commissioner Lipsett to adjourn meeting at 19:09 hours. Motion carried.*

RESPECTFULLY SUBMITTED,



JOHN J. MULHOLLAND, JR.  
CLERK, B.O.F.C. DIST. #13