



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
William P. Kelly

Treasurer
John J. Mulholland, Jr.

At Large
Rosy Arroyo

At Large
Ann M. Madden

MINUTES FOR REGULAR MEETING **December 18, 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.

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	PRESENT
KELLY	PRESENT
MADDEN	PRESENT – VIA Zoom
MULHOLLAND	PRESENT

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

PRESENTATION OF MINUTES

Motion by Commissioner Kelly seconded by Commissioner Doran to accept the Workshop Meeting minutes from the November 13, 2025 Meeting.

ROLL CALL VOTE

ARROYO	YEA
DORAN	YEA
KELLY	YEA
MADDEN	ABSTAINED
MULHOLLAND	YEA

Motion by Commissioner Kelly seconded by Commissioner Doran to accept the Closed Workshop Meeting minutes from the November 13, 2025 Meeting.

ROLL CALL VOTE

ARROYO	YEA
DORAN	YEA
KELLY	YEA
MADDEN	ABSTAINED
MULHOLLAND	YEA

Motion by Commissioner Doran seconded by Commissioner Kelly to accept the Regular Meeting minutes from the November 20, 2025 Meeting.

ROLL CALL VOTE

ARROYO	ABSTAINED
DORAN	YEA
KELLY	YEA
MADDEN	ABSTAINED
MULHOLLAND	YEA

CORRESPONDENCE

On file.

FIRE CHIEF'S REPORT

The complete report is on file.

Fire Chief Houlihan presented the Fire Chief's report.
Attended monthly Cherry Hill Township Council meeting.
Attended weekly Office of Fire Chief meetings.
Attended monthly OFC/FCO meeting.
Attended BOFC Workshop and Regular meetings.
Attended monthly NJ State FireStat remote meeting.
Attended CHT Community Appreciation Event

Attended CHT Emergency Response training.
Attended Commissioner Budget Prep meetings.

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 \$18,006,009.89; November receipts totaled \$2,888,236.72; November disbursements totaled \$1,988,631.71 leaving a closing balance of \$18,905,614.90 as of November 30, 2025, which resulted in a net use of cash totaling \$899,605.01.

Motion by Commissioner Mulholland and seconded by Commissioner Kelly to accept Treasurer's Report and the monthly bill list totaling \$800,708.75 as read. Motion carried.

ROLL CALL VOTE

ARROYO	YEA
DORAN	YEA
KELLY	YEA
MADDEN	YEA
MULHOLLAND	YEA

OLD BUSINESS

None

NEW BUSINESS

Motion to open the Public Hearing for the Capital Project.

A motion by Commissioner Kelly seconded by Commissioner Doran to open the Public Hearing on the Capital Project.

ROLL CALL VOTE

ARROYO	YEA
DORAN	YEA
KELLY	YEA
MADDEN	YEA
MULHOLLAND	YEA

PUBLIC HEARING

RESOLUTION #25-12-18-01	RESOLUTION AUTHORIZING PUBLIC HEARING RELATIVE TO CAPITAL PROJECT
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Motion by Commissioner Doran and seconded by Commissioner Kelly to accept Resolution #25-12-18-01 as read. Motion carried.

ROLL CALL VOTE

ARROYO	YEA
DORAN	YEA
KELLY	YEA
MADDEN	YEA
MULHOLLAND	YEA

Comments from Fire Chief Houlihan on the Capital Project for the 2026 Budget. Chief Houlihan explained the apparatus and equipment that will be purchased under this capital project.

PUBLIC COMMENT

There was no public comment received.

Motion by Commissioner Doran and seconded by Commissioner Madden to close Public Hearing. Motion carried.

ROLL CALL VOTE

ARROYO	YEA
DORAN	YEA
KELLY	YEA
MADDEN	YEA
MULHOLLAND	YEA

READING OF RESOLUTIONS

RESOLUTION #25-12-18-02	RESOLUTION AUTHORIZING AND APPROVING THE CAPITAL PURCHASE OF A NEW PUMPER APPARATUS, A NEW FOAM UNIT AND ONE (1) NEW SUPPORT VEHICLE
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RESOLUTION #25-12-18-03	RESOLUTION TO ADOPT A TEMPORARY BUDGET FOR PUBLIC EXPENDITURES
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RESOLUTION #25-12-18-04	RESOLUTION DESIGNATING DEPOSITORIES OF FUNDS AND INVESTMENTS AND ADOPTIONS OF CASH MANAGEMENT
RESOLUTION #25-12-18-05	RESOLUTION DESIGNATION OF OFFICAL NEWSPAPERS FOR PUBLICATIONS FOR JANUARY 1, 2026 THROUGH FEBRUARY 28, 2026
RESOLUTION #25-12-18-06	RESOLUTION DESIGNATING SIGNATORIES TO GENERAL ACCOUNTS
RESOLUTION #25-12-18-07	RESOLUTION DESIGNATING SURETY BONDING FOR COMMISSIONERS
RESOLUTION #25-12-18-08	RESOLUTION AUTHORIZING REGULAR AND WORKSHOP MEETING SCHEDULES FROM JANUARY 1, 2026 THROUGH DECEMBER 31, 2026
RESOLUTION #25-12-18-09	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LEGAL SERVICES WITH THE LAW OFFICE CAPEHART & SCATCHARD
RESOLUTION #25-12-18-10	RESOLUTION APPOINTING A FUND COMMISSIONER AND ALTERNATE FUND COMMISSIONER TO THE CAMDEN COUNTY JOINT INSURANCE FUND
RESOLUTION #25-12-18-11	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR IT SUPPORT SERVICES WITH ROBERT OBARSKI
RESOLUTION #25-12-18-12	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LEGAL SERVICES WITH THE LAW OFFICE PARKER McCAY P.A.
RESOLUTION #25-12-18-13	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR AUDITING SERVICES WITH HOLMAN FRENIA ALLISON, P.C.

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RESOLUTION #25-12-18-14	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR OCCUPATIONAL HEALTH SERVICES WITH INTERSTATE MOBILE CARE, INC.
RESOLUTION #25-12-18-15	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT TO STANTEC FOR ENGINEERING SERVICES
RESOLUTION #25-12-18-16	RESOLUTION AUTHORIZING CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A:11-12a IN CONTRACT YEAR 2026 – (STATE CONTRACT VENDORS)
RESOLUTION #25-12-18-17	RESOLUTION AUTHORIZING AN AWARD FOR THE OPTIONAL EXTENSION OF A ONE (1) YEAR CONTRACT FOR FLYING CROSS NOMEX FIREFIGHTER UNIFORMS IN ACCORDANCE WITH NJSA 40A:11-15
RESOLUTION #25-12-18-18	RESOLUTION AUTHORIZING THE APPROVAL AND PAYMENT OF CLAIMS
RESOLUTION #25-12-18-19	RESOLUTION AUTHORIZING CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A:11-1 ET SEQ. AND N.J.S.A. 52:34-6.2 IN CONTRACT YEAR 2026 (LOCAL PURCHASING SYSTEM COOPERATIVE CONTRACTS)
RESOLUTION #25-12-18-20	RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR SOLID WASTE AND RECYCLABLE MATERIALS COLLECTION UNDER THE CHERRY HILL TOWNSHIP COOPERATIVE PRICING SYSTEM#37-CHSPS
RESOLUTION #25-12-18-21	RESOLUTION TO INTRODUCE AND APPROVE BUDGET FOR CALENDAR YEAR JANUARY 1, 2026 TO DECEMBER 31, 2026

PUBLIC COMMENT -NONE

Motion by Commissioner Mulholland and seconded by Commissioner Doran to accept Resolutions #25-12-18-02 through #25-12-18-21 as read. Motion carried.

ROLL CALL VOTE

ARROYO	YEA
DORAN	YEA
KELLY	YEA
MADDEN	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.

No public comment received.

MOTION TO ADJOURN MEETING

Motion by Commissioner Mulholland and seconded by Commissioner Kelly to adjourn meeting at 19:14 hours. Motion carried.

RESPECTFULLY SUBMITTED,

WILLIAM P. KELLY
CLERK, B.O.F.C. DIST. #13