



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
Kellie A. Montana

Secretary / Clerk
William T. McCargo

Treasurer
William P. Kelly

At Large
Sara Lipsett

At Large
John J. Mulholland, Jr.

AGENDA FOR REGULAR MEETING **FEBRUARY 16, 2021**

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 10, 2020.

SPECIAL NOTICE OF THIS MEETING WAS POSTED ON THE CHERRY FIRE DEPARTMENT WEBSITE TO COMPLY WITH THE STATE OF EMERGENCY DECLARED BY GOVERNOR MURPHY.

THIS MEETING WILL BE HELD VIA ZOOM.

CALL TO ORDER

Public meeting call to order at _____ hours.

FLAG SALUTE

ROLL CALL

KELLY	PRESENT	ABSENT
LIPSETT	PRESENT	ABSENT
MCCARGO	PRESENT	ABSENT
MONTANA	PRESENT	ABSENT
MULHOLLAND	PRESENT	ABSENT

*Motion by Commissioner _____ seconded by Commissioner _____
to accept the Regular meeting minutes from the January 19, 2021 Meeting.*

ROLL CALL VOTE

KELLY	YEA	NEA	ABSTAINED	ABSENT
LIPSETT	YEA	NEA	ABSTAINED	ABSENT
MCCARGO	YEA	NEA	ABSTAINED	ABSENT
MONTANA	YEA	NEA	ABSTAINED	ABSENT
MULHOLLAND	YEA	NEA	ABSTAINED	ABSENT

CORRESPONDENCE

FIRE CHIEF'S REPORT

TREASURER'S REPORT

Motion by Commissioner _____ and seconded by Commissioner _____ to accept Treasurer's Report as read. Motion carried.

ROLL CALL VOTE

KELLY	YEA	NEA	ABSTAINED	ABSENT
LIPSETT	YEA	NEA	ABSTAINED	ABSENT
MCCARGO	YEA	NEA	ABSTAINED	ABSENT
MONTANA	YEA	NEA	ABSTAINED	ABSENT
MULHOLLAND	YEA	NEA	ABSTAINED	ABSENT

OLD BUSINESS

NEW BUSINESS

READING OF RESOLUTIONS

RESOLUTION #21-02-16-01	RESOLUTION APPROVING THE ANTICIPATED ITEM OF REVENUE AND APPROPRIATIONS TO THE 2021 FIRE DISTRICT BUDGET – FY20 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS HAZMAT TRAINING SUBGRANT
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PUBLIC COMMENT

Motion by Commissioner _____ and seconded by Commissioner _____ to accept Resolution #21-02-16-01 as read. Motion carried.

ROLL CALL VOTE

KELLY	YEA	NEA	ABSTAINED	ABSENT
LIPSETT	YEA	NEA	ABSTAINED	ABSENT
MCCARGO	YEA	NEA	ABSTAINED	ABSENT
MONTANA	YEA	NEA	ABSTAINED	ABSENT
MULHOLLAND	YEA	NEA	ABSTAINED	ABSENT

RESOLUTION #21-02-16-02	RESOLUTION AUTHORIZING CIVILIAN PERSONNEL SALARY ADJUSTMENTS
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PUBLIC COMMENT

Motion by Commissioner _____ and seconded by Commissioner _____ to accept Resolution #21-02-16-02 as read. Motion carried.

ROLL CALL VOTE

KELLY	YEA	NEA	ABSTAINED	ABSENT
LIPSETT	YEA	NEA	ABSTAINED	ABSENT
MCCARGO	YEA	NEA	ABSTAINED	ABSENT
MONTANA	YEA	NEA	ABSTAINED	ABSENT
MULHOLLAND	YEA	NEA	ABSTAINED	ABSENT

RESOLUTION #21-02-16-03	RESOLUTION AUTHORIZING REQUEST FOR PROPOSAL FOR AUDITING SERVICES PROJECT #MS2021-001
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PUBLIC COMMENT

Motion by Commissioner _____ and seconded by Commissioner _____ to accept Resolution #21-02-16-03 as read. Motion carried.

ROLL CALL VOTE

KELLY	YEA	NEA	ABSTAINED	ABSENT
LIPSETT	YEA	NEA	ABSTAINED	ABSENT
MCCARGO	YEA	NEA	ABSTAINED	ABSENT
MONTANA	YEA	NEA	ABSTAINED	ABSENT
MULHOLLAND	YEA	NEA	ABSTAINED	ABSENT

RESOLUTION #21-02-16-04	RESOLUTION AUTHORIZING PERSONNEL SALARY ADJUSTMENT
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PUBLIC COMMENT

Motion by Commissioner _____ and seconded by Commissioner _____ to accept Resolution #21-02-16-04 as read. Motion carried.

ROLL CALL VOTE

KELLY	YEA	NEA	ABSTAINED	ABSENT
LIPSETT	YEA	NEA	ABSTAINED	ABSENT
MCCARGO	YEA	NEA	ABSTAINED	ABSENT
MONTANA	YEA	NEA	ABSTAINED	ABSENT
MULHOLLAND	YEA	NEA	ABSTAINED	ABSENT

RESOLUTION #21-02-16-05	RESOLUTION MEMORIALIZING A CONTRACT BETWEEN CHERRY HILL FIRE DISTRICT #13 AND THE COUNTY OF CAMDEN
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PUBLIC COMMENT

Motion by Commissioner _____ and seconded by Commissioner _____ to accept Resolution #21-02-16-05 as read. Motion carried.

ROLL CALL VOTE

KELLY	YEA	NEA	ABSTAINED	ABSENT
LIPSETT	YEA	NEA	ABSTAINED	ABSENT
MCCARGO	YEA	NEA	ABSTAINED	ABSENT
MONTANA	YEA	NEA	ABSTAINED	ABSENT
MULHOLLAND	YEA	NEA	ABSTAINED	ABSENT

RESOLUTION #21-02-16-06	RESOLUTION TO APPOINT A SPECIAL INVESTIGATOR
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PUBLIC COMMENT

Motion by Commissioner _____ and seconded by Commissioner _____ to accept Resolution #21-02-16-06 as read. Motion carried.

ROLL CALL VOTE

KELLY	YEA	NEA	ABSTAINED	ABSENT
LIPSETT	YEA	NEA	ABSTAINED	ABSENT
MCCARGO	YEA	NEA	ABSTAINED	ABSENT
MONTANA	YEA	NEA	ABSTAINED	ABSENT
MULHOLLAND	YEA	NEA	ABSTAINED	ABSENT

Motion by Commissioner _____ to close Public Meeting at _____ hours to go into executive caucus meeting seconded by Commissioner _____. Motion carried.

RESOLUTION #21-02-16-07	RESOLUTION AUTHORIZING THE BOARD TO EXCLUDE THE PUBLIC IN ORDER TO DISCUSS CERTAIN MATTERS PERTAINING TO PERSONNEL AND/OR LITIGATION
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PUBLIC COMMENT

Motion by Commissioner _____ and seconded by Commissioner _____ to accept Resolution #21-02-16-07 as read. Motion carried.

ROLL CALL VOTE

KELLY	YEA	NEA	ABSTAINED	ABSENT
LIPSETT	YEA	NEA	ABSTAINED	ABSENT
MCCARGO	YEA	NEA	ABSTAINED	ABSENT
MONTANA	YEA	NEA	ABSTAINED	ABSENT
MULHOLLAND	YEA	NEA	ABSTAINED	ABSENT

OPENED MEETING

Motion by Commissioner _____ at _____ hours to open meeting to the public, seconded by Commissioner _____. Motion carried.

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.

MOTION TO ADJOURN MEETING

Motion by Commissioner _____ and seconded by Commissioner _____ to adjourn meeting at _____ hours. Motion carried.

RESPECTFULLY SUBMITTED,

**WILLIAM T. MCCARGO
CLERK, B.O.F.C. DIST. #13**

**BOARD OF FIRE COMMISSIONERS
DISTRICT #13
TOWNSHIP OF CHERRY HILL**

RESOLUTION #21-02-16-01

Meeting Date: February 16, 2021
First Reading: February 16, 2021

Adopted:

**RESOLUTION APPROVING THE ANTICIPATED ITEM OF REVENUE AND
APPROPRIATIONS TO THE 2021 FIRE DISTRICT BUDGET – FY20 HAZARDOUS
MATERIALS EMERGENCY PREPAREDNESS HAZMAT TRAINING SUBGRANT**

WHEREAS, NJSA 40A:14-78.5 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any Fire District when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, Cherry Hill Fire District #13 has applied for the FY20 Hazardous Materials Emergency Preparedness (HMEP) Training Subaward Grant – CFDA 20.703, Sub-Award Number (2020-05) for the period September 30, 2020-September 30, 2021; and

WHEREAS; Cherry Hill Fire District #13 directs and authorizes Fire Chief Chris Callan to act as the official representative of the Fire District in connection with the application and to provide such additional information as may be required.

NOW, THEREFORE, BE IT RESOLVED, that Fire District #13 of the Township of Cherry Hill in the County of Camden, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2021 in the sum of \$19,065.66, which is now available from the U.S. Department of Transportation through the New Jersey Department of Law and Public Safety, Division of State Police, Office of Emergency Management.

The following Resolution #21-02-16-01 was introduced by Commissioner Kelly Lipsett and it was seconded by Commissioner Kelly Lipsett, McCargo, Montana, Mulholland. Motion carried.

RESOLUTION #21-02-16-01				
	AYE	NAY	ABSTAIN	ABSENT
KELLY				
LIPSETT				
MCCARGO				
MONTANA				
MULHOLLAND				

Certification

I, William T. McCargo, Clerk of the Board of Fire Commissioner, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, hereby certify that the foregoing Resolution #21-02-16-01 duly adopted by the Commissioners at the meeting held on February 16, 2021.

RESPECTFULLY SUBMITTED,

**WILLIAM T. MCCARGO
CLERK, B.O.F.C DIST #13**

:emr

**BOARD OF FIRE COMMISSIONERS
DISTRICT #13
TOWNSHIP OF CHERRY HILL**

RESOLUTION #21-02-16-02

Meeting Date: February 16, 2021
First Reading: February 16, 2021

Adopted:

RESOLUTION AUTHORIZING CIVILIAN PERSONNEL SALARY ADJUSTMENTS

WHEREAS, the Board of Fire Commissioners, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, believe that certain personnel warrant a salary adjustment at this time; and

WHEREAS, the Commissioners have determined that the following salary adjustments be authorized:

All Full Time CIVILIAN employees excluding members covered by personal labor contracts and members covered by I.A.F.F Locals 2663, 3198 and 3249 labor contracts shall receive a 2% salary adjustment.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners, District #13, Township of Cherry Hill, County of Camden, State of New Jersey, has approved the salary adjustments for the above-mentioned personnel **effective January 1, 2021.**

The following Resolution #21-02-16-02 was introduced by Commissioner Kelly and it was seconded by Commissioner Kelly Lipsett McCargo Montana Mulholland. Motion carried.

RESOLUTION #21-02-16-02				
	AYE	NAY	ABSTAIN	ABSENT
KELLY				
LIPSETT				
MCCARGO				
MONTANA				
MULHOLLAND				

Certification

I, William T. McCargo, Clerk of the Board of Fire Commissioner, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, hereby certify that the foregoing Resolution #21-02-16-02 duly adopted by the Commissioners at the meeting held on February 16, 2021.

RESPECTFULLY SUBMITTED,

**WILLIAM T. MCCARGO
CLERK, B.O.F.C DIST #13
:emr**

**BOARD OF FIRE COMMISSIONERS
DISTRICT #13
TOWNSHIP OF CHERRY HILL**

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RESOLUTION #21-02-16-03

Meeting Date: February 16, 2021
First Reading: February 16, 2021

Adopted:

**RESOLUTION AUTHORIZING REQUEST FOR PROPOSALS FOR
AUDITING SERVICES, PROJECT # MS2021-001**

WHEREAS, the Board of Fire Commissioners, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey has determined that they will advertise for sealed Request for Proposal utilizing the competitive contracting process as prescribed by N.J.S.A. 40A:11-4.4 request for proposals; documentation; provisions for Auditing Services, Project # MS2021-001;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, as follows:

1. Detailed specifications for this project will be developed and provided to assure that the supplies obtained through this bid will meet the functional and operational needs of the Fire Department.
2. Proposals to be submitted shall fully comply with the specifications.
3. The Commissioners shall advertise for the receipt of sealed RFP's for the above-named purpose or project.
4. Each proposal shall be submitted as a written proposal in manner designated in the specifications and shall be signed by the bidder. The proposal shall be enclosed in a sealed envelope bearing the name and address of the bidder on the outside, specifically denoting on said envelope the name of the project for which said proposal is submitted.
5. Specifications and form of bid may be inspected or obtained upon proper notice by prospective bidders during normal business hours from Robert P. Campbell, Purchasing Manager, Cherry Hill Fire District #13, 1100 Marlkrass Road, Cherry Hill, New Jersey 08003, (856) 795-9805.
6. Sealed proposals shall be called for and shall be received, opened and read in public at the time and place stated in the advertisement.
7. Said proposals shall be delivered at the time and place stated in the advertisement. No proposal shall be delivered or accepted after the designated date and hour.
8. The proposal shall be net to the Commissioners and shall be excluded from any state or federal taxes.
9. The contract will be awarded to the bidder whose response to this request for proposal offers the lowest price with other factors considered and is responsive and responsible. The Commissioners also reserve the right to waive any insubstantial irregularities in any bid.
10. A non-collusion affidavit in the usual form will be supplied with the specifications. It shall be executed by the person or corporate officers submitting the bid. Said affidavit must be properly notarized. A non-collusion affidavit must accompany each bid. **THIS REQUIREMENT WILL NOT BE WAIVED.**

11. A Stockholder Disclosure (PL 1975, Ch. 125, PL 1977, Ch. 33) form will be supplied with the specifications in the usual form. It shall be completed by the person or corporate officers submitting the proposal. Said owner's list must accompany each bid. THIS REQUIREMENT WILL NOT BE WAIVED.
12. Bidders are also required to comply with the requirements of Affirmative Action (PL 1975, c.127 - NJAC 17:27 et seq.), Title II of the Americans With Disabilities Act of 1990 (42 USCS 12 1 01 et seq.) and New Jersey Business Registration Certificate Requirements (PL 2004, Ch. 57.)
13. No bidder may withdraw his proposal for a period of 60 days after the opening of the bids; all proposals being binding upon the bidders for said 60-day period.

The following Resolution #21-02-16-03 was introduced by Commissioner Kelly Lipsett and it was seconded by Commissioner Kelly Lipsett. Motion carried.
 Kelly Lipsett
 McCargo
 Montana
 Mulholland

RESOLUTION #21-02-16-03				
	AYE	NAY	ABSTAIN	ABSENT
KELLY				
LIPSETT				
MCCARGO				
MONTANA				
MULHOLLAND				

Certification

I, William T. McCargo, Clerk of the Board of Fire Commissioner, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, hereby certify that the foregoing Resolution #21-02-16-03 duly adopted by the Commissioners at the meeting held on February 16, 2021.

RESPECTFULLY SUBMITTED,

WILLIAM T. MCCARGO
CLERK, B.O.F.C DIST #13
 :emr

**BOARD OF FIRE COMMISSIONERS
DISTRICT #13
TOWNSHIP OF CHERRY HILL**

RESOLUTION #21-02-16-04

Meeting Date: February 16, 2021
First Reading: February 16, 2021

Adopted:

RESOLUTION AUHORIZING PERSONNEL SALARY ADJUSTMENT

WHEREAS, the Board of Fire Commissioners, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, believe that certain personnel warrant a merit salary adjustment at this time; and

WHEREAS, after a comprehensive review and evaluation the Board of Fire Commissioners have determined that the following personnel shall receive a base pay merit salary adjustment as follows:

Accounts Payable Clerk Kim Craig \$8,000.00

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners, District #13, Township of Cherry Hill, County of Camden, State of New Jersey, has approved the salary adjustment for the above-mentioned personnel **effective January 1, 2021**.

The following Resolution #21-02-16-04 was introduced by Commissioner Kelly Lipsett and it was seconded by Commissioner Kelly Lipsett. Motion carried.

Kelly
Lipsett
McCargo
Montana
Mulholland

RESOLUTION #21-02-16-04				
	AYE	NAY	ABSTAIN	ABSENT
KELLY				
LIPSETT				
MCCARGO				
MONTANA				
MULHOLLAND				

Certification

I, William T. McCargo, Clerk of the Board of Fire Commissioner, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, hereby certify that the foregoing Resolution #21-02-16-04 duly adopted by the Commissioners at the meeting held on February 16, 2021.

RESPECTFULLY SUBMITTED,

**WILLIAM T. MCCARGO
CLERK, B.O.F.C DIST #13
:emr**

**BOARD OF FIRE COMMISSIONERS
DISTRICT #13
TOWNSHIP OF CHERRY HILL**

RESOLUTION #21-02-16-05

Meeting Date: February 16, 2021
First Reading: February 16, 2021

Adopted:

**RESOLUTION MEMORIALIZING A CONTRACT BETWEEN
CHERRY HILL FIRE DISTRICT #13 AND THE COUNTY OF CAMDEN**

WHEREAS, the Board of Fire Commissioners, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey and the County of Camden, State of New Jersey have entered into a Contract Agreement that provides for the Juvenile Justice Commission grant administration and management of the 2021 FireWatch Program in the amount of \$35,000.00; and

WHEREAS, the Board of Fire Commissioners for Fire District #13 are prepared to accept the responsibility to provide administration and management services for the 2021 FireWatch Program Services on behalf of the County and under the Juvenile Justice Commission grant for the period January 1, 2021 through December 31, 2021; and

WHEREAS, the Board of Fire Commissioners for Fire District #13, and the County of Camden agree that their mutual public purposes and their best interest will be promoted by the execution and delivery of this Contract Agreement; and

WHEREAS, the State of New Jersey has defined the procedures for the execution of any Contract and the Contract between the District and the County shall be governed by the Local Public Contracts Law, *N.J.S.A 40A11-1 et seq.*

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners, District #13, Township of Cherry Hill, County of Camden, State of New Jersey, hereby approves and is authorized to execute a Contract Agreement with the County of Camden, State of New Jersey, a copy of which is on file and made a part hereof.

The following Resolution #21-02-16-05 was introduced by Commissioner Kelly Lipsett and it was seconded by Commissioner McCargo Montana Mulholland. Motion carried.

RESOLUTION #21-02-16-05				
	AYE	NAY	ABSTAIN	ABSENT
KELLY				
LIPSETT				
MCCARGO				
MONTANA				
MULHOLLAND				

Certification

I, William T. McCargo, Clerk of the Board of Fire Commissioner, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, hereby certify that the foregoing Resolution #21-02-16-05 duly adopted by the Commissioners at the meeting held on February 16, 2021.

RESPECTFULLY SUBMITTED,

**WILLIAM T. MCCARGO
CLERK, B.O.F.C DIST #13**

:emr

**BOARD OF FIRE COMMISSIONERS
DISTRICT #13
TOWNSHIP OF CHERRY HILL**

RESOLUTION #21-02-16-06

Meeting Date: February 16, 2021
First Reading: February 16, 2021

Adopted:

RESOLUTION TO APPOINT A SPECIAL INVESTIGATOR

WHEREAS, a personnel matter exists requiring the appointment of a Special Investigator;
and

WHEREAS, the Fire District is desirous of making such an appointment.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners, District #13, Township of Cherry Hill, County of Camden, State of New Jersey, as follows:

1. Jeffrey R. Caccese, Esq. is hereby appointed to act in the capacity of Special Investigator for the Fire District.
2. The Special Investigator shall be compensated pursuant to the proposal submitted to the Fire District at \$220.00 per hour not to exceed \$25,000.00

*The following Resolution #21-02-16-06 was introduced by Commissioner
was seconded by Commissioner*

Kelly
Lipsett
McCargo
Montana
Mulholland

. Motion carried.

Kelly
Lipsett
McCargo
Montana
Mulholland

and it

RESOLUTION #21-02-16-06				
	AYE	NAY	ABSTAIN	ABSENT
KELLY				
LIPSETT				
MCCARGO				
MONTANA				
MULHOLLAND				

Certification

I, William T. McCargo, Clerk of the Board of Fire Commissioner, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, hereby certify that the foregoing Resolution #21-02-16-06 duly adopted by the Commissioners at the meeting held on February 16, 2021.

RESPECTFULLY SUBMITTED,

**WILLIAM T. MCCARGO
CLERK, B.O.F.C DIST #13**

:emr

**BOARD OF FIRE COMMISSIONERS
DISTRICT #13
TOWNSHIP OF CHERRY HILL**

RESOLUTION #21-02-16-07

Meeting Date: February 16, 2021
First Reading: February 16, 2021

Adopted:

RESOLUTION AUTHORIZING THE BOARD TO EXCLUDE THE PUBLIC IN ORDER TO DISCUSS CERTAIN MATTERS PERTAINING TO PERSONNEL AND/OR LITIGATION

WHEREAS, N.J.S.A. 10:4-13 states that a public body shall not exclude the public from any meeting unless it shall have first adopted a resolution at a meeting to which the public shall have been admitted; and

WHEREAS, the Board of Fire Commissioners, District #13, Township of Cherry Hill, County of Camden, State of New Jersey, has determined that it is necessary to exclude the public in order to discuss certain matters pertaining to personnel and/or litigation; and

WHEREAS, the Board of Fire Commissioners has determined that the circumstances of the discussion conducted in closed session will be disclosed to the public within the near future; and

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 enter into a closed session in order to discuss certain matters pertaining to personnel and/or litigation.

The following Resolution #21-02-16--07 was introduced by Commissioner Kelly and it was seconded by Commissioner Lipsett . Motion carried.
Kelly
Lipsett
McCargo
Montana
Mulholland

RESOLUTION #21-02-16-07				
	AYE	NAY	ABSTAIN	ABSENT
KELLY				
LIPSETT				
MCCARGO				
MONTANA				
MULHOLLAND				

Certification

I, Robert A. Campagna, Clerk of the Board of Fire Commissioner, Fire District #13, Township of Cherry Hill, County of Camden, State of New Jersey, hereby certify that the foregoing Resolution #21-02-16-07 was duly adopted by the Commissioners at the meeting held on February 16, 2021.

RESPECTFULLY SUBMITTED,

**WILLIAM T. MCCARGO
CLERK, B.O.F.C DIST #13**

:emr