

**MEETING OF THE FIRE COMMISSIONERS OF FIRE DISTRICT NO. 1
UPPER TOWNSHIP, CAPE MAY COUNTY, NJ**

November 27, 2012 – 5:00 PM

ATTENDING: Ken Weaver, Chairman
Edmund Bamford, Jr., Vice Chairman
Donna Diefenderfer, Secretary
Michael J. Bohrer, Esq. CPA-Representative

NOT ATTENDING: Steve Nickelsberg (absent)
Ted Kingston (resigned)

Ken called the meeting to order.

Mike held a discussion on signing and approving the new budget and about budget increase of 2 percent. Mike took roll and we voted to accept the budget.

Vote: Ted / yes
Ken/ yes
Donna/ yes
Steve absent

TREASURER'S REPORT: Ted moved to pay checks # 4368 to 4378
Donna 2nd the motion.

Mike held a discussion about pg 2; Balance Sheet, we have \$40,218.63 in bank which has to last until we get money from the Township next May.

Pg. 10 Profit: about \$9,300 under budget. Donna will look into bills not paid and she knows of some items the Fire Company would like to purchase.

Pg. 13 Letter from Mike to Leon Costello, auditor, regarding 2010 - 2012 audited financial statements in pdf format. The 2010 and 2011 audits have been provided in pdf, so we will be able to put them on our website.

Donna talked about the Shared Services Agreement with Upper Township for our website. She has all the correct information and our insurance carrier sent the township a certificate of insurance. The Township will make corrections and return it to us to adopt.

Donna also discussed the truck fund motion that the Fire Company voted on and accepted, after deleting the last line (see attachment). Since the Fire Company agreed to share the Truck Fund Finances with the Commission, the Commission agreed to process the 2012 Truck Fund Donation of \$10,000 to the SVFC.

Ted moved to adjourn the meeting - 2nd by Donna.

ADJOURNED: 5:45 PM
Respectfully Submitted

Donna Diefenderfer, Secretary

Attachment to Fire Commission 11/27/2012 Minutes

Truck Fund Declaration Approved by the Strathmere Volunteer Fire Company November 15, 2012

1. The Fire Commission will continue to designate a part of its annual budget to the Fire Company, to place into the Truck Fund.
2. The purpose of the Truck Fund is to accumulate savings toward the future purchases of fire and safety vehicles. It is a “capital” fund, and not intended to be used for maintenance expenses of any kind, including the fleet.
3. In its financial records, the Fire Company will separately identify the Truck Fund receipts, disbursements and balance.
4. All funds provided by the Commission for the Truck Fund will go into the Truck Fund (account), as will any interest earned on the balance. The Company may or may not choose to add to the Truck Fund.
5. The Company will, annually, provide the Commission with a statement showing the beginning and end of year balances and all receipts and disbursements.
6. The Company will determine what fleet purchases and their timing are appropriate from the truck fund. The Company will, however, provide information to the Commission on an annual basis, at a Commission Meeting, on any purchases under consideration from the Truck Fund for the ensuing year. Should any additional purchases be considered within the year, that were not covered in the annual review, information on those will be reviewed with the Commission at a Commission Meeting. ~~This will permit the Commission to have input to the decision, but the final decision will rest with the Company.~~*

*Last sentence of Fire Commission motion deleted by SVFC before approval