

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

September 17, 2015 – 5:00 PM

General Public: Bruce Riordan

PRESIDING: Karen Mitchell, Chairman
Randy Roash, Vice Chairman
Donna Diefenderfer, Secretary
Steve Nickelsberg
Michael J. Bohrer, Esq. CPA – Accountant

Karen called the meeting to order.

Karen asked if there were any corrections or additions to the minutes. Randy made a motion to approve the minutes, seconded by Donna.

TREASURER'S REPORT: Randy moved to pay checks # 4705 to 4729
Steve seconded the motion.

Mike spoke about the checks that were issued and asked if there were any questions.

Balance sheet shows we have \$68,764.64, which has to last until April/May until we get our money from the Township.

Mike went over Profit & Loss Budget vs. Actual. At this time we have all our money from the Township. Mike told us the Fire Company has around 24 thousand dollars in small operating and repairs and maintenance. If the Fire Company needs to buy something, to do it before the first of the year. Bruce ask to speak and explained, that with getting the new truck we will have to buy three different sizes of hose. Bruce explained that hose is expensive and they hope to get one or two different size hose. And then order the rest next year.

Mike said the budget is in good shape.

Mike then went into a discussion about our issue with Ford-Scott. Last year they doubled their price for our Audit. Mike offered them \$1750 to do the audit, which they accepted. Mike said that he knows a man in Millville named Ken Yeutter and he is a CPA. Mike asked Ken if he would Audit our Budget. Mike received an e-mail from Ken and he wrote that he could Audit our Budget for \$1,700. Mike said he has had experience with Ken and he does a good job and should be faster in getting the budget completed. Steve made a motion to hire Ken Yeutter to Audit our Budget, Randy seconded the motion. Karen will send an acceptance letter to Ken. Mike will make sure Ken gets our letter.

Mike talked about this meeting being our workshop for budget. October budget get approved and by November sent to be Audit.

Mike discussed our budget comparisons. Asked us to think about what percent we want to use to raise taxes for 2016. Donna will ask Steve for a list of items the Fire Company needs to purchase in 2016. On October 22, 2015, we will look over the budget for 2016 and then approve the budget.

Mike asked us to look over the Fire District Informational Questionnaire.

Mike talked about the report that Ken prepared for every meeting. The commissioners decided not to continue with the report, which the package Mike prepares for our meeting is sufficient.

We talked about three candidates to fill the vacancy for a new commissioner. It was suggested that Karen write a letter and ask them to ask for a petition in January. Until the new election the position will stay vacant.

Randy moved to adjourn the meeting, seconded by Steve.

Next meeting will be held at the Firehouse at 5:00 pm on October 22, 2015

Respectfully Submitted
Donna Diefenderfer, Secretary