

**MINUTES OF A MEETING OF THE
BOARD OF FIRE COMMISSIONERS,
TOWNSHIP OF UPPER; DISTRICT #3**

April 8, 2013

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held April 8, 2013 at 5:00 p.m. at the office of Michael J. Bohrer, P.C. in Marmora, NJ.

Commissioners **Robert DiNicolantonio**, **Z. Richard Lee**, and **Kurt Austin** were present. Commissioners **Robert Smith** and **Thomas Swenk** were unable to attend. Also present were **Michael J. Bohrer, Esq., CPA**, Accountant and Recording Secretary to the Board, **Jay Newman**, Chief of the Marmora Volunteer Fire Company, **Paul Hoster**, President of the Marmora Volunteer Fire Company, and **James Moore, Esq.** of the Serber Konschak Law Firm, Counsel to the Board.

The meeting was opened by the Chairman, **Robert DiNicolantonio**, who read the appropriate notice in accordance with the Open Public Meetings Act of the State of New Jersey.

As the first order of business, the Board reviewed and approved the minutes of the prior meeting, held February 18, 2013.

Mr. Bohrer presented a list of checks to be approved, signed, and distributed; the checks were approved as presented. **Mr. Bohrer** also reviewed the current year-to-date financial statements and discussed the Board's present cash balance, including its certificate of deposits.

Mr. Bohrer distributed the Engagement Letter from Ford Scott for conducting the 2012 audit. The letter was reviewed and signed and, thereafter, returned to **Mr. Bohrer** for submission to the auditor.

The Board directed **Mr. Moore** to investigate the permissibility of the fire district assessing a charge against the applicable insurance company(s) for accident scene services provided by the volunteer fire company. In addition, **Mr. Moore** was asked to determine whether this Board can adopt a Resolution in this regards, or whether the Township of Upper must do so. Lastly, **Mr. Newman** was requested to establish a "fee schedule" for said services, depending on the outcome of **Mr. Moore's** research.

There being no further business for the Board, the meeting was adjourned at 5:40 p.m.

Respectfully submitted,


T. DeVita for:
Michael J. Bohrer, Esq., CPA Recording Secretary

Approved and Submitted,


Robert DiNicolantonio, Chairman