

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

**February 17, 2014**

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on February 17, 2014 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. Commissioner **Thomas Swenk** was 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, and **James Moore, Esq.** of the Serber Konschak Law Firm, Counsel to the Board.

As the first order of business, the Board discussed the results of Saturday's election, noting that **Robert DiNicolantonio** and **Thomas Swenk** were re-elected as Commissioners, and the 2014 budget was approved, as presented. (There were 50 votes in favor of the budget, and 5 votes against the budget, inclusive of absentee ballots.) It was agreed that **Mr. DiNicolantonio** will deliver the resolution which documents the voter's consent to the amount to be raised from taxation to the Upper Township Tax Assessor.

Thereafter, the Board held its reorganization meeting, making and approving the following appointments:

Chairman-	<b>Robert DiNicolantonio</b>
Vice Chairman-	<b>Kurt Austin</b>
Secretary-	<b>Z. Richard Lee</b>
Treasurer-	<b>Thomas Swenk</b>
Commissioner-	Vacant
Solicitor-	<b>Serber Konschak Law Firm</b>
Auditor-	<b>Ford Scott &amp; Associates</b>
Newspaper-	<b>Ocean City Sentinel-Ledger</b> (primary) <b>Cape May County Herald</b> (secondary)
Bank-	<b>Ocean City Home Bank</b>
Meeting Dates-	Mondays, as advertised
Meeting Time-	5:00 p.m.

As the first order of regular business, the Board reviewed and approved the minutes of the prior meeting, held December 2, 2013.

The Board noted **Robert Smith's** resignation as a commissioner and thanked him for his many

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

**February 17, 2014**  
(continued)

years of service. Thereafter, **Mr. Moore** discussed the process for replacing him, stating that the Board may appoint a replacement until the next regularly scheduled election. It was agreed to post a notice of the vacancy at the fire hall to solicit written letters of interest and, from the letters, appoint **Mr. Smith's** replacement at the Board's next meeting to be held on April 7, 2014.

**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 the 2013 end-of-year financial statements noting that total expenses were under budget, thereby resulting in a favorable "bottom line" (revenue over expenses) variance. Nonetheless, **Mr. Bohrer** noted that the 2013 financial statements are subject to audit by the outside auditors.

**Mr. Newman** provided a detailed summary of the volunteer fire company's 2013 activities. Given the length of the report, it was agreed to make it part of the next meeting's package, thereby allowing the commissioners to review the report while **Mr. Newman** discusses it. At this time, **Mr. Newman** gave an overview of the year's activities with further detail to be provided at the next meeting.

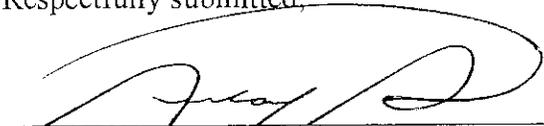
The Board approved the renewal of its legal services contract with the Serber Konschak law firm.

The Board also approved its 2014 contract with the volunteer fire company for firefighting services in the amount of \$290,000.00, as reflected in the approved 2014 budget.

The Board discussed the timing of the receipt of its 2014 check from the township, noting that the township must go through its budget process, the result of which is that the Board will not receive its funds until late April or early May.

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

Respectfully submitted,

  
\_\_\_\_\_  
Michael J. Bohrer, Esq., CPA *Recording Secretary*

Approved and Submitted,

  
\_\_\_\_\_  
Robert DiNicolantonio, *Chairman*