

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

March 3, 2016 – 5:00 PM

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

**General Public:** Bruce Riordan  
Ed Scanlon

Karen called the meeting to order.

Donna gave us the results of the Commissioners Election.

Election results attached.

Karen turned the meeting over to Mike to swear in our newly elected commissioners.

New elected commissioners are Karen Mitchell and Joe Boland.

Karen asked for a nomination for Chairman, Randy nominated Karen Mitchell and Steve seconded the motion.

Karen asked for a nomination for Vice Chairman, Steve nominated Randy Roash and Karen seconded the

motion. Karen asked for a nomination for Secretary, Karen nominated Donna Diefenderfer and Steve

seconded the motion. Karen asked for a nomination for Treasurer, Karen nominated Joe Boland and Steve

seconded the motion.

Karen asked for the minutes for the last meeting be approved. Steve made a motion to approve the minutes and Randy seconded the motion.

With having Joe Boland as a new Commissioner, Mike thought it would be a good idea to go over his financial package and explain each section so Joe would have a better understanding how the Fire Commission operates.

Pg 3 List checks that was paid.

Pg 4 Balance Sheet – Shows balance in checking and savings accounts. Checking account is low at this time. We are waiting for a check from the township, which we should receive by May.

Appropriation of \$1,250 from 2015 budget to go towards carpet.

Pg 5,6,7,8 Bank Statement

Pg 9 List any Certificates of Deposit

Pg 10 Profit and Loss Shows interest earned \$5.80

Pg 11 Profit and Loss Budget vs. Actual Shows what we have spent and what are budget stands at this time.

Pg 12 & 13 Transaction Detail by Account

Pg 14 Minutes from last meeting

Pg 15 Shows a letter from McNeil & Co., which show the Fire Company receiving a check which covers the damage on trucks taken through water during Jonas.

Karen asked for a motion to pay checks 4776 to 4792. Steve made a motion to pay checks and Joe seconded the motion.

Randy spoke about the Fishing Club will be donating \$2,500 dollars at their Winter Social to be put towards

the cost of the new carpet.

Ed Scanlon spoke about trying to purchase a new Thermal Imaging Camera. Steve made the motion to buy the camera and seconded by Karen.

Karen read a letter she wrote to the Fire Company, thanking them for donating their old gear and fire equipment items. George Turner took everything down to a less fortunate Fire Company in Ocracoke, North Carolina.

Mike asked for a motion to have Mr. Yeutter, CPA, Jon Batastini an Attorney to be our Solicitor, have the Harold as are paper, and Bank of Sea Isle have as our bank, and to represent our Fire Company for 2016. Steve made the motion and Randy seconded.

Steve moved to adjourn the meeting, seconded by Karen.  
Next meeting will be held at the Firehouse at 5:00 pm on June 16, 2016

Respectfully Submitted  
Donna Diefenderfer, Secretary