

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

November 17, 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.

Karen asked for a motion to pay checks 4871 to 4878. Randy made the motion and Joe seconded the motion.

Karen asked for a motion to accept the minutes from the October meeting. Joe made the motion to accept the minutes from the October meeting, Randy seconded the motion.

Mike held a discussion on the Financial Package.

Page 4, Balance Sheet- we have \$56,893.59, which has to last until 2017 when we get our money from the township.

Page 11, Profit and Loss Budget vs. Actual. Repairs & Maintenance along with Small Operating Equipment are like two sister accounts. We have around 20 thousand dollars under budget to be spent before the end of

year. We have a purchase for a new siren, which is around 15 thousand dollars.

Insurance is over budget by \$644.40 dollars.

Karen spoke about our insurance policy and reported that the Commissioners voted unanimous to keep our present insurance policy as it stands.

Mike discussed the budget for 2017 with a 2 percent increase. The increase in the budget will be used to pay for insurance and anything left will be added to Repairs & Maintenance and Small Operating Equipment.

Budget came back from the State, Mike called roll to vote to adopt the Budget for 2017.

Commissioners voted. Karen – yes

Steve – yes

Donna – yes

Randy – yes

Joe – yes

Mike had Donna and Karen sign paper work to adopt the budget. Mike will send the budget back to the State.

Karen held a discussion about a letter she sent to the Township about having Sea Isle help to respond when we need back up police protection for public safety, 911 calls.

Steve moved to adjourn the meeting, seconded by Randy.

Next meeting will be held at the Firehouse at 5:00 pm on December 15, 2016

Respectfully Submitted

Donna Diefenderfer, Secretary