

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

**October 16, 2017**

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on October 16, 2017 at 5:00 p.m. at the Marmora Volunteer Fire Company on Old Tuckahoe Rd. in Marmora, NJ.

Commissioners **Robert DiNicolantonio, Jeff McAfee, and Jeff Pierson, Jr.** were present. Commissioners **Doug Snyder** and **Kurt Austin** were unable to attend. Also present were **Michael Bohrer, Esq., CPA**, former Accountant and Recording Secretary to the Board, **Cheryl Ward, CPA**, successor Accountant and Recording Secretary, **Jay Newman**, Chief of the Marmora Volunteer Fire Company, **Paul Hoster**, President of the Marmora Volunteer Fire Company, and **Jules Konschak**, Counsel to the Board.

The meeting was opened by **Jules Konschak**, 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 September 18, 2017.

**Mr. Bohrer** noted that this month's meeting is that at which the 2018 Budget is approved. After a review of the budget discussions from the workshop meeting held in September, the Board unanimously approved a 2% increase in the amount to be raised from taxation. The Board also approved the use of a portion of the Board's available levy cap bank. The increases to the budget will be allocated to Fire Hydrant Expense, Reserves for Future Capital Expenditures, and to replenish the Emergency Fund. **Ms. Ward** will complete the budget forms for submission to the State of New Jersey, Department of Community Affairs. **Mr. Bohrer** reminded the Board that the next meeting, to be held on December 4, 2017, is that at which the 2018 Budget is adopted, after being advertised as such.

**Mr. Bohrer** presented a Treasurer's Report, including checks to be signed and paid, a review of cash-on-hand, and a discussion of year-to-date expenses relative to budget.

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(continued)

The Board approved and signed an amendment to the 2017 contract between the Board of Fire Commissioners and the volunteer fire company to reduce the payment due to the volunteer fire company by the LOSAP payment that will be assumed by the Board. The Board approved a motion to renew the contract between the Board of Fire Commissioners and the volunteer fire company for 2018, under the same terms as the amended 2017 contract.


There being no further business for the Board, the meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Approved and Submitted,

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Cheryl D. Ward, CPA, *Recording Secretary*



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Robert DiNicolantonio, *Chairman*