

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

February 20, 2017

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on February 20, 2017 at 5:00 p.m. at the Marmora Volunteer Fire Company on Old Tuckahoe Rd. in Marmora, NJ.

Commissioners **Robert DiNicolantonio**, **Kurt Austin**, **Jeff McAfee**, and newly-elected **Scott Douglas Snyder** ("Doug") were present. Commissioner **Jeff Pierson, Jr.** 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 **Paul Hoster**, President of the Marmora Volunteer Fire Company.

As the first order of business, the Board discussed the results of Saturday's election, noting that **Robert DiNicolantonio** and **Doug Snyder** were elected as Commissioners, and the 2017 budget was approved, as presented. (There were 41 votes in favor of the budget, and 6 votes against the budget, inclusive of absentee ballots.) It was agreed that **Mr. DiNicolantonio** will deliver the resolution which documents the voters' 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-	Robert DiNicolantonio
Vice Chairman-	Kurt Austin
Secretary-	Jeff McAfee
Treasurer-	Doug Snyder
Commissioner-	Jeff Pierson, Jr.
Solicitor-	Serber Korschak Law Firm
Auditor-	Kenneth Yeutter, CPA
Newspaper-	Ocean City Sentinel-Ledger (primary) Cape May County Herald (secondary)
Bank-	Ocean City Home Bank (now OceanFirst Bank)
Meeting Dates-	Various 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 5, 2016.

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(continued)

Mr. Bohrer presented a financial report, including a list of checks to be approved, signed and distributed. The checks were approved as presented. **Mr. Bohrer** reviewed the standard financial statements in detail for **Mr. Snyder**, noting that the checking account balance is in "the negative", until such time that funds are received from the township. He also stated that this overdraft is routine in the beginning of a year, and checks to the volunteer fire company will be held until funds are received to cover the disbursements.

Mr. Bohrer also reviewed the 2016, end-of-year financial statements, but he reminded the Board that these are subject to audit by the outside auditor.

Mr. Bohrer presented, and the Board approved, the following resolutions- #17-1, Authorization to operate on a temporary 2017 budget until such time that the voters approve the amount to be raised from taxation; #17-2, Transfers of minor amounts from two (2) under-budget line items to two (2) over-budget line items for 2016; and #17-3, Authorization to use emergency funds for the repair of a hydraulic generator.

Mr. Bohrer also presented a renewal, shared services agreement from the Township of Upper for website services. The agreement was renewed as presented.

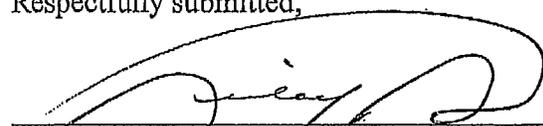
Mr. Hoster presented his 2016 President's Letter as President of the Marmora Volunteer Fire Company, and **Mr. Newman** presented his 2016 Chief's report, both of which will be included in the next meeting's agenda and package of documents for review by the Board.

Mr. Newman advised the Board that its insurance agent, Brown & Brown, will attend the next scheduled meeting in May, at which time any insurance questions or suggestions should be raised in advance of the policy's renewal in June.

Mr. DiNicolantonio informed the Board of his intent to ask American Water Company to paint the district's fire hydrants for better visibility.

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

Respectfully submitted,


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

Approved and Submitted,


Robert DiNicolantonio, *Chairman*

KURT AUSTIN, VICE-CHAIRMAN