

**MINUTES OF A MEETING OF THE
BOARD OF FIRE COMMISSIONERS,
TOWNSHIP OF UPPER; DISTRICT #1**

October 18, 2018

A meeting of the Board of Fire Commissioners of the Township of Upper, District #1 was held on October 18th, 2018 at 5:00 p.m. at the Strathmere Volunteer Fire Company on Commonwealth Ave. in Strathmere, NJ.

Commissioners **Karen Mitchell**, **Joe Boland** and **Randy Roash** were present. Commissioners **Donna Diefenderfer** and **Steve Nickelsberg** were unable to attend. Also present were **Cheryl Ward, CPA**, Accountant and Recording Secretary; **Michael Bohrer, Esq., CPA**, former Accountant to the Board, **Bruce Riordan**, Chief of the Strathmere Volunteer Fire Company; **Ed Scanlon**, Deputy Chief of the Strathmere Volunteer Fire Company; and **Lyn Tetteimer**, Treasurer of the Strathmere Volunteer Fire Department .

The meeting was opened by **Karen Mitchell**, 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 20, 2018.

Mr. Bohrer noted that this month's meeting is that at which the 2019 Budget is approved. The Board reviewed the "proposed budget" which included purchases of new turnout gear, four air packs, radios, pagers and a gas leak detector. After lengthy discussions, for financial reasons, the board agreed include only two (2) air packs in the 2019 budget, and postpone the purchases of the remaining air packs until 2020. The Board unanimously approved a 2% increase in the amount to be raised from taxation. The Board also approved the use of prior year funds. The increases to the budget will be allocated to fire hydrant rent and the purchase of the equipment referred to above. **Ms. Ward** will complete the budget forms for submission to the State of New Jersey, Department of Community Affairs. **Ms. Ward** reminded the Board that the next meeting, to be held on November 15, 2018, is that at which the 2019 Budget is adopted, after being advertised as such.

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October 19, 2018
(continued)

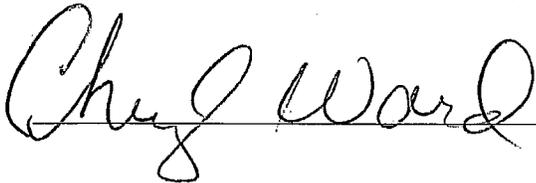
Along with the discussion of the 2019 budget, **Mr. Bohrer** and **Ms. Ward** cautioned the Board that their cash balance is being depleted. This is due to the fact that the State has mandates with regards to safety and fire fighting equipment that the Commission is required to purchase and maintain. The cost of the new equipment, when coupled with the rising overhead costs of running the fire department, exceeds the funds that the Commission receives from the Township. **Mr. Bohrer** and **Ms. Ward** urged the Board to begin discussions with regards to finding additional sources of funding, including but not limited to grants, donations from residents, and taxation. They also suggested that the Board consult with their attorney as to its' options in the event that the Board foresees that it will no longer have the necessary funds to operate and comply with all of the State mandates.

Ms. Ward presented a Treasurer's Report, including checks signed at her office between meetings; checks to be signed and paid at this meeting, a review of cash-on-hand, and a discussion of year-to-date expenses relative to the budget.

Ms. Ward reminded the Board that the next meeting will be held on November 15, 2018, at 5:00 p.m.

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

Respectfully submitted,



Approved and Submitted,

