

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

May 20, 2019

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on May 20, 2019 at 5:00 p.m. at the Marmora Volunteer Fire Company on Old Tuckahoe Rd. in Marmora, NJ.

Commissioners **Jeff McAfee**, **Jeff Pierson, Jr.**, **Doug Snyder** and **Kurt Austin** were present. Also present were **Cheryl Ward**, CPA, Accountant and Recording Secretary; **Julius Konschak**, Solicitor; **Jay Newman**, Chief of the Marmora Volunteer Fire Department; and **Matthew Hook**, representative from Brown & Brown Insurance Agency.

The meeting was opened by **Mr. 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, **Mr. Hook** reviewed the 2019-2020 insurance proposal for the Upper Township District #3 Fire Commission and Volunteer Fire Company. The proposal, as presented, continues the same coverage as the prior year, with a small decrease to the overall premium. However, **Mr. Hook** recommended that the Fire Commission add coverage for Computer Fraud and Fraudulent Funds Transfer. After discussions regarding the new proposed coverage, the Commission requested that **Mr. Hook** obtain a quote for the added coverage. The Commission will make a decision once the quote has been received.

As the first order of regular business, the Board reviewed the minutes of the prior meeting, held February 18, 2019. The minutes of the prior meeting were approved without exception.

Ms. Ward presented a financial report, including a list of checks to be approved, signed and distributed. The checks were approved as presented. **Mr. Austin** questioned the checks paid to New Jersey American Water for fire hydrant leases. He indicated that the dollar amount of the invoices appeared higher than expected. **Ms. Ward** will contact New Jersey American Water to obtain a detailed invoice including number and location of all hydrants. This will be reviewed for accuracy by **Mr. Newman**. **Mr. Austin** also stated that the 2020 budget will most likely need an increase for the fire hydrant leases.

The Board continued discussions regarding the possible termination of the LOSAP plan. At this time, the Board is not in favor of terminating the plan, but may reconsider in the future. The Board would like to explore adding a "stipend" to be paid to the active volunteer fire fighters. **Mr. Newman** will reach out to other fire districts that currently offer stipends for ideas on how to implement such a program. **Ms. Ward** cautioned the board that stipends to volunteer fire fighters may have employment and income tax implications for both the Board and the recipients of the stipends. **Ms. Ward** will investigate the tax regulations and report back to the Board.

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**May 20, 2019
(continued)**

The Board discussed changing the service requirement for the LOSAP plan from 5 to 7 years, and possibly passing a resolution to retroactively change the grandfather date.

Ms. Ward reminded the Board that the next meeting will be held on June 17, 2019, at 5:00 p.m.

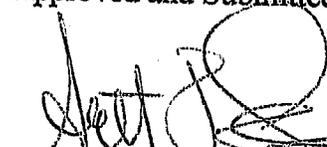
There being no further business for the Board, the meeting was adjourned at 5:45 p.m.

Respectfully submitted,



Cheryl D. Ward, CPA, *Recording Secretary*

Approved and Submitted,



Doug Snyder, *Chairman*