

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

**March 21, 2019**

A meeting of the Board of Fire Commissioners of the Township of Upper, District #1 was held on March 21, 2019 at 5:00 p.m. at the Strathmere Volunteer Fire Company on Commonwealth Ave. in Strathmere, NJ.

Commissioners **Karen Mitchell, Randy Roash, Donna Diefenderfer** and **Steve Nickelsberg** were present. Commissioner **Joe Boland** was unable to attend. Also present were **Cheryl Ward, CPA**, Accountant and Recording Secretary; **Bruce Riordan**, Chief of the Strathmere Volunteer Fire Company, and **Lyn Tettermer**, Treasurer of the Strathmere Volunteer Fire Company

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 January 17, 2019.

As the first order of new business, the board discussed the results of the election, held on Saturday, February 16<sup>th</sup>, 2019. **Karen Mitchell and Joe Boland** were re-elected as Commissioners. The 2019 budget was approved, as presented. There were 14 votes in favor of the budget, and no votes opposed to the budget, inclusive of absentee ballots.

Thereafter, the Board held its reorganization meeting, making and approving the following appointments:

|                |   |
|----------------|---|
| Chairman-      | <b>Karen Mitchell</b>                       |
| Vice Chairman- | <b>Joe Boland</b>                           |
| Secretary-     | <b>Donna Diefenderfer</b>                   |
| Treasurer-     | <b>Steve Nickelsberg</b>                    |
| Commissioner-  | <b>Randy Roash</b>                          |
| Solicitor-     | <b>Jon Batastini.</b>                       |
| Auditor-       | <b>Kenneth Yeutter, CPA</b>                 |
| Newspaper-     | <b>Cape May County Herald</b>               |
| Bank-          | <b>1<sup>st</sup> Bank of Sea Isle City</b> |
| Meeting Dates- | Various Thursdays, as advertised            |
| Meeting Time-  | 5:00 p.m.                                   |

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(continued)

**Ms. Ward** presented a financial report, including a list of checks to be approved, signed and distributed. The checks were approved as presented. Because meetings are not held every month, checks need to be approved and signed between meetings. As necessary, two (2) Commissioners will meet at the office of **Cheryl Ward, CPA**, in Marmora, NJ, to review and approve invoices and sign checks. These checks and invoices are then presented at the following meeting.

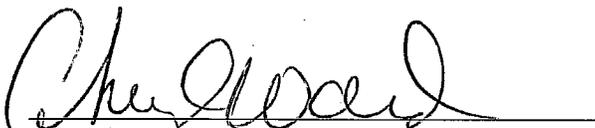
**Bruce Riordan** presented the Chief's report. In the past month, the Volunteer Fire Department has responded to two (2) calls, both of which were transports, one the result of an automobile accident.

The Volunteer Fire Department and the Commission are concerned with the electricity costs at the fire house. Many steps have been taken in recent years to upgrade the systems at the firehouse to be more efficient. The upgrades include a new a HVAC system and condenser, which were recently purchased. In addition, all the light bulbs in the firehouse have been changed to LED bulbs, which cost slightly over \$1,000. Solar options for the firehouse are still being considered. Programs are available for municipalities, schools and fire departments that are interested in solar. **Randy Roash** encouraged the Commission and the Volunteer Fire Department to obtain two (2) proposals for solar.

**Karen Mitchell** reminded the board that the next meeting is scheduled for June 20, 2019 at 5:00 p.m.

There being no further business for the Board, the meeting was adjourned at 5:30 p.m.

Respectfully submitted,

  
Cheryl D. Ward, CPA, *Recording Secretary*

Approved and Submitted,

  
Karen Mitchell, *Chairman*