

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

October 21, 2019

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on October 21, 2019 at 5:00 p.m. at the Marmora Volunteer Fire Company on Old Tuckahoe Rd. in Marmora, NJ.

Commissioners **Kurt Austin, Jeff McAfee, Jeff Pierson, Jr., and Doug Snyder** were present. Also present were **Tonya DeVita**, Senior Accountant with Cheryl Ward, CPA, **Jules Konschak**, Solicitor; and **Jay Newman**, Chief of the Marmora Volunteer Fire Company.

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, the Board reviewed the minutes of the prior meeting, held September 16, 2019. The minutes of the prior meeting were approved without exception.

Ms. DeVita presented a financial report, including a list of checks to be approved, signed and distributed. The checks were approved as presented.

The audit of the 2018 financial statements has not yet been completed. **Michael Bohrer, Esq., CPA**, is performing the audit which will be completed by the Board's next meeting, December 2, 2019.

Mr. Konschak advised that the Special Election is set for December 7, 2019 to allow the taxpayers to vote on the assumption and financing of the vehicle.

At this meeting, the Board continued to discuss the 2020 budget, along with its estimated operating expenses and capital expenditures and how to allocate funds to the Volunteer Fire Department either through a "firefighting contract" or the Board itself paying for miscellaneous operating expenses. The members will advise which budget option they are in favor of and finish the discussion at the regular December 2, 2019 Board meeting.

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

**October 21, 2019
(continued)**

Mr. Korschak will advertise a special meeting for December 9, 2019 where the Board will introduce and approve the 2020 Budget for submission to the Director of the DLGS. In 2020 the Board will add a January 13, 2020 meeting to its calendar for the 2020 Budget adoption. **Mr. Korschak** will advertise the 2020 Meeting dates.

Ms. DeVita reminded the Commission that the next meeting is scheduled for December 2, 2019, at 5:00 p.m.

There being no further business for the Board, the meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Original signatures on file

Cheryl D. Ward, CPA, *Recording Secretary*

Approved and Submitted,

Original signatures on file

Doug Snyder, *Chairman*