

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

November 18, 2021

A meeting of the Board of Fire Commissioners of the Township of Upper, District #1 was held on November 18, 2021 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 Gary Riordan, Jr.** were present. Commissioner **Joe Boland** was unable to attend. Also present were **Cheryl Ward, CPA**, Accountant and Recording Secretary; and **Bruce Riordan**, Chief 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 October 21, 2021.

Ms. Ward presented the current bills and checks to be signed and distributed along with a financial report. The current bills and checks were approved as presented. **Ms. Ward** presented a Treasurer's Report, including a review of the Board's 2021 year-to-date actual income and expenses relative to the budget. The Board discussed repairs and maintenance that are planned for the remainder of 2021. All anticipated purchases remain within budget. The Commission complimented and thanked the fire company for being fiscally responsible and keeping the expenses low.

Ms. Ward noted that this month's meeting is that at which the 2022 Budget is approved. The Board reviewed the "proposed" budget. The Board recognizes the importance to adequately fund the fire company for the safety of the residents and property owners of Strathmere. The Board discussed the proposed increase to the budget for 2022. Strathmere had many new "ratables" during 2021. The Board would like to access the new ratables for the 2022 budget without a corresponding increase to the tax rate. However, due to the formula to calculate the increase to the budget, the only way for the Board to access the funds from the new ratables is to increase the tax rate by 2% in addition to the new ratables in the 2022 budget. Therefore, the Board unanimously agreed to approve a 2% increase to the budget in addition to the new ratables. **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 December 16, 2021, is that at which the 2022 Budget is adopted, after being advertised as such.

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(continued)

Bruce Riordan presented the Chief's report. Year to date, the fire company has responded to a total of 51 calls. This numbers is down slightly from the prior year. Chief Riordan discussed Truck # 913, which is badly rusted and will need to be replaced in the near future. The fire company will discuss the options to replace the vehicle and report back to the board.

The Fire company, along with the Board, purchased an "air-pack filler". This piece of equipment will assist the fire company in both training and fire-fighting.

Ms. Ward reminded the Commission that the terms for two commissioners will expire in February, 2022. Commissioner **Randy Roash** suggested that, upon new commissioners being elected to the Board, an "informal training meeting" be conducted to explain to the new commissioner(s) exactly what the Board of Fire Commissioners is, what they do, how they receive their funding, how they work in partnership with volunteer fire company, and how they serve the residents of Strathmere. The Board completely agrees with **Randy Roash** and will implement informal training sessions for any new commissioners elected to the Board.

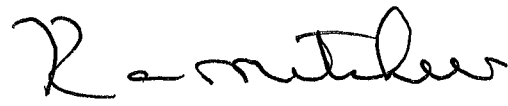
There being no further business for the Board, the meeting was adjourned at 5:35 p.m.

Respectfully submitted,



Cheryl D. Ward, CPA, Recording Secretary

Approved and Submitted,



Karen Mitchell, Chairman