

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

**February 21, 2022**

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on February 21, 2022 at 5:00 p.m. at the Marmora Volunteer Fire Company on Old Tuckahoe Road in Marmora, NJ. Commissioners **Paul Hoster, Doug Snyder, Kurt Austin** and **Jeff McAfee** were present. Commissioner **Jeff Pierson** was unable to attend. Also present were **Cheryl Ward, CPA**, Accountant and Recording Secretary to the Board; **Jay Newman**, Chief of the Marmora Volunteer Fire Company; and **Jon Batastini, Esq.** Solicitor, who participated via telephone.

The meeting was opened by **Jon Batastini** who read the appropriate notice in accordance with the Open Public Meetings Act of the State of New Jersey.

As the first order of regular business, the Board reviewed and approved the minutes of the prior meeting, held December 6, 2021.

**Ms. Ward** presented a financial report, including a list of checks to be approved, signed, and distributed. The Board reviewed the invoices in detail to confirm they are being paid against the appropriate budget, being calendar year 2021 or 2022.

The Board unanimously passed a resolution to adopt a temporary budget to make appropriations and to provide for the period between the beginning of the fiscal year, January 1, 2022, and the adoption of the budget by the legal voters of the fire district. The election was scheduled for February 19, 2022.

The Board made a motion to pass a resolution to transfer line items in the 2021 budget from budget expenditures with excess funds to budget expenditures having deficits. The resolution was unanimously approved and adopted.

The board reviewed and approved an engagement letter presented by **Michael Bohrer, Esq.**, CPA, to perform the annual audit of the financial statements of the Board of Fire Commissioners.

The Board discussed the results of the election, held on February 19, 2022. **Jeff Pierson** was re-elected as Commissioner. The 2022 budget was passed by the voters of District # 3 with 93 "YES" votes and 40 "NO" votes. All the "NO" votes were via mail-in ballot. The large number of "NO" votes is concerning to the Board of Fire Commissioners and the Volunteer Fire Company. The Board and Chief discussed educating the taxpayers regarding the need for the funding from taxation to adequately operate the fire company.

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

Chairman	Paul Hoster
Vice Chairman	Kurt Austin
Secretary	Jeffrey McAfee
Treasurer	Doug Snyder
Commissioner	Jeff Pierson
Solicitor	Jon Batastini, Esq.
Auditor	Michael J Bohrer, Esq., CPA
Newspaper	Ocean City Sentinel-Ledger (Primary)
Newspaper	The Press of Atlantic City (Secondary)
Bank	1 <sup>st</sup> Bank of Sea Isle City
Meeting Dates	Various Mondays as advertised
Meeting Time	5:15 p.m.

**Mr. Newman** advised that the new Expedition recently purchased has been delivered. He has solicited and received several proposals for the upfit of the vehicle, all from state approved vendors. He is in the process of reviewing the proposals. **Mr. Newman** is working with the board to register the vehicle with the NJ DMV.

**Mr. Batastini** revised the proposed vehicle use policy for the Chief and Assistant Chief. He also prepared a general vehicle use policy for the volunteer fire fighters. The proposed policies have been delivered via e-mail to the commissioners and the Chief. The policies will be reviewed at the next meeting.

The Board discussed the recently implemented stipend program. The volunteer fire company is working on a policy regarding the stipend program. The policy will be reviewed and discussed at a future meeting.

Chief **Jay Newman** announced that this year is the 75<sup>th</sup> Anniversary for the Marmora Volunteer Fire Company. The Fire Company is celebrating the anniversary on Saturday, June 11<sup>th</sup> at the Fire House. There will be food, games, kid's activities, T-shirts and antique fire apparatus displays. All are welcome and encouraged to attend. The fire company is publishing an advertisement book for the event and is requesting local businesses to advertise in the book. The Board of Fire Commissioners discussed purchasing an advertisement in the book to support the event. Attorney **Jon Batastini** will research this topic to determine if the Board is permitted to use funds raised by taxation to purchase an advertisement in the book.

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**Cheryl Ward** reminded the Board that the next meeting is scheduled for April 4, 2022 at 5:15 p.m. There being no further business for the Board, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

  
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Cheryl Ward, CPA *Recording Secretary*

Approved and Submitted,

  
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Paul Hoster, *Chairman*