

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

December 4, 2023

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on December 4, 2023 at 5:15 p.m. at the Marmora Volunteer Fire Company on Old Tuckahoe Rd. in Marmora, NJ.

Commissioners **Jeff Pierson, Jr., Kurt Austin, Paul Hoster** and **Sean Whelan** were present. Commissioner **Doug Snyder** was unable to attend. Also present were **Cheryl Sayers, CPA**, Accountant and Recording Secretary; **Jay Newman**, Chief of the Marmora Volunteer Fire Company; **Jon Batastini**, Solicitor; **Edwin Kooker**, Public.

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.

The Board reviewed the minutes of the prior "special" meeting, held November 14, 2023. The minutes of the prior meeting were approved without exception.

Mrs. Sayers presented a financial report, including a list of checks to be approved, signed, and distributed. The checks were approved as presented. **Mrs. Sayers** reviewed the 2023 year-to-date expenses relative to the budget. The board discussed expenses expected to be paid prior to year-end.

Mrs. Sayers noted that this month's meeting is that at which the 2024 Budget is adopted. **Mrs. Sayers** informed the Board that the State of New Jersey, Department of Community Affairs has conditionally approved the proposed 2024 Budget. After a brief discussion, the 2024 Budget was adopted. **Mrs. Sayers** will submit the adopted budget to the appropriate state agency.

Cheryl Sayers presented a proposal for accounting services for 2024, which will be provided by her accounting firm, **Cheryl Sayers CPA, PC**. The Board reviewed the proposal and unanimously approved a motion to retain the accounting services of **Cheryl Sayers CPA, PC** for the 2024 calendar year.

The Board made a motion to pass a resolution to adopt a temporary budget to provide for the period between the beginning of the fiscal year, January 1, 2024, and the adoption of the budget by the legal voters of the fire district, which election is scheduled for February 17, 2024. The resolution was unanimously approved.

Jon Batastini discussed the ballot that will be voted on in the February 2024 election. A draft of the ballot was reviewed and suggested changes will be made.

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(continued)

Jon Batastini informed the Board that a meeting with the DCA to discuss the “employment” status of volunteer fire fighters has been temporarily adjourned. No additional information is available regarding this issue at this time.

Jay Newman presented a “Chief’s Report”. The fire company is applying for a grant for the purchase of a new SCBA (Self Contained Breathing Apparatus) air compressor. If the grant is approved, the fire company must make a 10% “match” towards the purchase of the air compressor. The Board unanimously agreed to cover the 10% match as part of the equipment budget should the grant be approved.

Jay Newman provided the titles to all but one of the vehicles that were owned by the fire company. The vehicles have been re-titled to the Fire Commission. The remaining title is currently being held by the finance company.

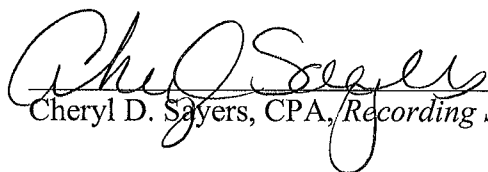
Jay Newman discussed multiple fires that have occurred at a residence on Butter Road over the past few months. The owner of the property has been instructed to clean up the property. If the condition of the property does not improve, the Township may take legal action.

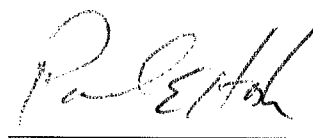
Mrs. Sayers reminded the Commission that the next meeting is scheduled for January 15, 2024, at 5:15 p.m.

There being no further business for the Board, the meeting was adjourned at 5:58 p.m.

Respectfully submitted,

Approved and Submitted,


Cheryl D. Sayers, CPA, *Recording Secretary*


Paul Hoster, *Chairman*