

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

October 17, 2024

A meeting of the Board of Fire Commissioners of the Township of Upper, District #1 was held on October 17, 2024 at 4:00 p.m. at the Strathmere Volunteer Fire Company on Commonwealth Ave. in Strathmere, NJ.

Commissioners **Joe Boland**, **Donna Diefenderfer**, **Eric Weeks** and **Scott Oliver** were present. Commissioner **Karen Mitchell** was unable to attend. Also present were **Tonya DeVita**, Senior Accountant and **Jack Loeb** Staff Accountant for **Cheryl Sayers CPA PC**, Accountant and Recording Secretary to the Board, and **Bruce Riordan**, Chief of Strathmere Volunteer Fire Company.

The meeting was opened by **Joe Boland**, 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 June 20, 2024.

Ms. DeVita presented the current bills and checks to be signed and distributed along with a financial report, including a list of checks that were approved and signed at the office of Cheryl Sayers CPA PC since the June 20, 2024 meeting. The current bills and checks were approved as presented. **Ms. DeVita** presented a Treasurer's Report, including a review of the Board's year-to-date income and expenses relative to the budget. All current and anticipated expenses are within budget.

At this meeting, the Board began the 2025 budget process with a Budget Workshop. During this workshop, the Board informally discussed next year's proposed budget, along with its estimated operating expenses and capital expenditures. **Ms. DeVita** expressed some concern with the increase in insurance costs as well as the need for a new auditor (as the Board's previous auditor retired). The Board discussed the importance of raising the amount to be raised from taxation by the 2% cap along with taking the full amount of the district's new ratables with the difference coming from the Fund Balance. The Board made a motion and unanimously passed the 2% and new ratable increase for the 2025 budget.

Bruce Riordan, Chief discussed the positive report from the summer. **Mr. Riordan** also discussed a grant that the fire company received for six portable radios worth \$7,500 each. Mr. Riordan presented the projected 2025 equipment costs of the Volunteer Fire Company which is mostly feasible with the 2025 budget discussion.

Summer 2024 was an average year for the fire company. Year to date, the fire company has responded to more than 35 calls, in addition to assisting both Sea Isle City and Ocean City.

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**October 17, 2024
(continued)**

Ms. DeVita reminded the board that the next meeting is scheduled for December 19, 2024 at 4:00 p.m. At this meeting, the Board will introduce and approve the 2025 budget.

There being no further business for the Board, the meeting was adjourned at 4:40 p.m.

Respectfully submitted,



Tonya DeVita for Cheryl D. Sayers, CPA PC
Recording Secretary

Approved and Submitted,



Joe Boland, Vice Chairperson