

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

December 19, 2024

A meeting of the Board of Fire Commissioners of the Township of Upper, District #1 was held on December 19, 2024 at 4:00pm at the Strathmere Volunteer Fire Company on Commonwealth Ave. in Strathmere, NJ.

Commissioners **Karen Mitchell**, **Joe Boland**, **Eric Weeks**, **Scott Oliver**, and **Randy Roash** were present. Also present was Chief of Strathmere Volunteer Fire Company **Bruce Riordan**, **Tonya Devita**, Senior Accountant, and **Jack Loeb** Staff Accountant representing **Cheryl Sayers, CPA**, Accountant and Recording Secretary to the Board.

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 new business The Board reviewed the November Meeting Minutes. **Karen Mitchell** made a motion to approve the minutes, the motion was seconded by **Eric Weeks**, all in favor. **Tonya DeVita** swore in commissioner **Randy Roash** with the appropriate oath. **Bruce Riordan** noted that check #5589 was made out to the wrong vendor. Check #5589 was voided and will be corrected, two commissioners will sign off on the new check issued before year end.

Bruce Riordan noted that the Fire Company had a quiet but productive year. Over the past year there were roughly 40 calls that Strathmere Fire Company attended to. **Bruce Riordan** also noted that the volunteer fire fighters went through multiple training sessions throughout the year which greatly impacted the volunteer fire fighters.

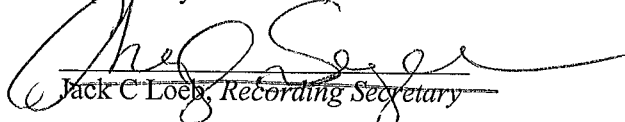
Mr. Loeb presented the current bills and checks to be signed and distributed along with a financial report. The current bills and checks were approved with the exception to check #5589 as noted above. **Mr. Loeb** presented a Treasurer's Report, including a review of the Board's year-to-date income and expenses relative to the budget. All current and anticipated expenses are within budget.

Tonya DeVita presented the 2025 Budget adoption as well as Resolution 24-3 Temporary Budget. **Karen Mitchell** made a motion to accept the 24-3 Resolution, **Joe Boland** seconded the motion, all in favor. **Tonya Devita** also mentioned the increase in Cheryl Sayers CPA fees. With the addition of two meetings per year the billing was adjusted. The Board approved this increase and signed off on Cheryl Sayers CPA retainer agreement.

Mr. Loeb reminded The Board that the next meeting is scheduled for March 20th at 4:00pm.

There was no further business for The Board, the meeting was adjourned at 5:00pm.

Respectfully Submitted,


Jack C. Loeb, Recording Secretary

Approved and Submitted,


Joe Boland, Commissioner
Scott Oliver