

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

August 18, 2025

A meeting of the Board of Fire Commissioners of the Township of Upper, District #3 was held on August 18, 2025 at 5:15 p.m. at the Marmora Volunteer Fire Company on Old Tuckahoe Road in Marmora, NJ. Commissioners **Paul Hoster, Sean Whelan, Edwin Kooker, Jr., Kurt Austin** and **Jeff Pierson** were in attendance. Also present were **Cheryl Sayers, CPA**, Accountant and Recording Secretary to the Board; **Jon Batastini, Esq.** Solicitor; **Denise DiPaola**, representative of Four Leaf Federal Credit Union.

The meeting was opened by **Edwin Kooker, Jr.** with a salute to the Flag followed by the reading of the appropriate notice in accordance with the Open Public Meetings Act of the State of New Jersey by **Paul Hoster**.

The Board reviewed the minutes of the prior meeting, held June 30, 2025. **Edwin Kooker, Jr.** noted that his "Commissioner Term" shown on the cover page of the financial package was incorrect. His term ends in February of 2026, not February of 2025. With that one correction, **Jeff** ~~**Doug Pierson**~~ made a motion to approve the minutes. The motion was seconded by **Kurt Austin**. All commissioners were in agreement. The Board approved the minutes with the correction to **Edwin Kooker Jr.**'s term.

Cheryl Sayers presented a financial report, including a list of checks and vendor invoices to be approved, signed, and distributed. The board discussed the actual income and expenses relative to the budget. The checks were approved as presented. At the May 19th meeting, the Board made a motion to open an 11-Month CD at Ocean First Bank. **Cheryl Sayers** contacted the bank to facilitate the process. The bank requires a resolution authorizing a banking relationship with the Board. **Paul Hoster** made a motion to pass Resolution 25-10 authorizing **Cheryl Sayers** to establish a banking relationship on behalf of the Board with Ocean First Bank. **Sean Whelan** seconded the motion. All were in favor.

Chief Newman was not available to attend this meeting. However, he provided a statement to be included in the meeting package. In his statement, **Jay Newman** suggested that the Board contact certain township officials to obtain information that may be needed in anticipation of future Bond Issues. **Jay Newman** volunteered to begin that process. The members of the Board agreed on the condition that any cost that may involved in the process be presented to the Board prior to moving forward.

Jon Batastini, Edwin Kooker, Jr., Kurt Austin and **Tonya DeVita** (Accountant with Cheryl Sayer's office) attended the Local Finance Board meeting via zoom on Wednesday, August 13, 2025. The purpose of the meeting was to request approval from the LFB for the commission to obtain financing necessary to purchase a fire engine. The LFB approved the request.

At the June 30, 2025 meeting, the board accepted a bid from KS State Bank to provide the financing for the new fire engine. KS State Bank contracted with Four Clover FCU to be the escrow agent for the funds from date of disbursement of funds from KS State Bank until the

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

**August 18, 2025
(continued)**

funds are disbursed to the manufacturer of the fire engine. **Denise DiPaola**, representative of Four Leaf Federal Credit Union, discussed the role that Four Leaf FCU will play in the transaction. She also discussed the terms of the transaction. While the funds are being held by Four Leaf FCU, they will earn an interest rate of 4%. **Jon Batastini** briefly reviewed the agreement that Four Leaf FCU and the Commission will enter into.

Jon Batastini discussed the purchase of the pumper from Sutphen. The original quote from the manufacturer was \$1,195,054.53. At that time, the manufacturer advised the Board that the prices would increase in August. The current price of the pumper is \$1,214,742.80.

Paul Hoster made a motion to pass resolution 25-11, to do the following:

1. Authorize the purchase of a Sutphen Pumper for the cost of \$1,214,742.80
2. Execute a government obligation contract with KS State Bank for \$700,000 to finance the Pumper
3. Enter into an escrow agreement with Four Leaf Federal Credit Union to hold the \$700,000 borrowed from KS State Bank, earning an interest rate of 4%
4. Disburse \$514,742.80 from funds the Board holds as Restricted for Future Capital Purchases

Edwin Kooker seconded the motion. All were in favor.

Edwin Kooker informed the board that the State of New Jersey recently passed legislation ending the requirement to publish legal notices in print media. **Cheryl Sayers** and **Jon Batastini** will research the new requirements for public notices.

Cheryl Sayers reminded the Board that the next meeting will be held on September 15, 2025 at 5:15 pm.

There being no further business for the Board, ^{Jeff}**Doug Pierson** made a motion to adjourn the meeting. **Paul Hoster** seconded the motion. The meeting was adjourned at 6:16 pm.

Respectfully submitted,



Cheryl Sayers, CPA Recording Secretary

Approved and Submitted,



Paul Hoster, Chairman