

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

November 20, 2025

A meeting of the Board of Fire Commissioners of the Township of Upper, District #1 was held on November 20, 2025 at 5:30 p.m. at the Strathmere Volunteer Fire Company on Commonwealth Ave. in Strathmere, NJ.

Commissioners **Ted Kingston, Joe Boland, Eric Weeks and Randy Roash** were present. **Scott Oliver** was unable to attend. Also present was **Tonya DeVita**, representing Cheryl Sayers, CPA, Accountant and Recording Secretary to the Board.

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

As the first order of business, the Board reviewed and approved the minutes of the prior meeting, held October 16, 2025. **Randy Roash** made a motion to approve the minutes. **Joe Boland** seconded the motion. All were in favor.

Ms. DeVita presented a Treasurer's Report, including checks to be signed and paid at this meeting, a review of cash-on-hand, and a discussion of year-to-date expenses relative to the budget. Motion was made and seconded to pay all bills as presented. All were in favor.

The Calendar of meetings for 2026 was reviewed. One change, December meeting date should be 18th (not 17th). This will be updated prior to Cheryl Sayers CPA PC posting and advertising. All in favor.

At this meeting, the Board reviewed the proposed 2026 budget, which was discussed at the October 16, 2025 workshop meeting. After discussing the needs of the fire company along with the impact on the taxpayers, **Mr. Weeks** made a motion with **Mr. Boland** seconding. All were in favor of the 2% increase from taxation, plus adding the new ratables. The Board discussed the need to utilize prior year funds in order to balance the budget due to large increases in insurance and hydrant rental. The office of **Cheryl Sayers CPA PC** will complete the budget forms for submission to the State of New Jersey, Department of Community Affairs.

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(Continued)**

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Tonya DeVita reminded the Board that the next meeting will be held on Thursday, December 18, 2025, at 5:30 p.m. This meeting will include the adoption of the 2026 budget. **Ms. Sayers** office will advertise this.

There being no further business for the Board, **Ted Kingston** made a motion to adjourn the meeting. The motion was seconded by **Randy Roash**. All in favor. The meeting was adjourned at 6:10 p.m.

Respectfully submitted,



Tonya DeVita for Cheryl Sayers, CPA,
Recording Secretary

Approved and Submitted,



Ted Kingston
Chairperson