

**MINUTES OF A MEETING OF THE
BOARD OF FIRE COMMISSIONERS,
FIRE DISTRICT #3,
TOWNSHIP OF UPPER, CAPE MAY COUNTY**

May 18, 2026

A meeting of the Board of Fire Commissioners, Fire District #3 of the Township of Upper in Cape May County was held on May 18, 2026, at 5:15 p.m. at the Marmora Volunteer Fire Company on Old Tuckahoe Road in Marmora, NJ. Commissioners **Paul Hoster, Kurt Austin, Sean Whelan, Edwin Kooker, and Jeff Pierson, Jr.**, were present. Also present were **Tonya DeVita** representative for **Cheryl Sayers, CPA**, Accountant and Recording Secretary to the Board along with **Jay Newman**, Chief, and **Mark Newman**, Deputy Chief of the Marmora Volunteer Fire Company, **Jon Batastini, Esq.** Counsel to the Board and **Matt Hook**, from Brown and Brown Insurance Co.

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.

As the first order of business, Matt Hook from Brown and Brown Insurance Company presented a proposal for the renewal of the insurance policies for the Commission. After a review of the policies and estimated values of the properties being insured, the Board requested that the name of the Fire Commission be corrected along with the PO Box number. Members of the Board also requested that the 2027 Budget for insurance be increased 5-6% to cover the anticipated increase in the 2027-2028 policy year.

The Board reviewed and approved the minutes of the prior meeting, held April 6, 2026 with the addition of the passing of the Tower apparatus at the election. **Kurt Austin** made a motion to accept the minutes with the addition. All were in favor.

Ms. DeVita 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 Board discussed not redeeming the CD. There was a discussion about the EZ-Pass invoice. Chief Neman explained that the EZ-Pass in the trucks do not include the Delaware River Port Authority. **Jeff Pierson** made a motion to accept the checks as written, **Paul Hoster** seconded, all were in favor. The engagement letter from **Ford Scott** was approved and signed by the Board for the 2025 Audit.

Jay Newman informed the Board that all the trucks are now titled correctly in the Commissions name. New plates were received. Truck 1531's title is with the finance company meaning that truck will need to be switched when it's paid in full. The Board discussed making payment early so that this title process can be completed.

Chief Newman mentioned the Truck Committee is scheduled to meet at the end of the month. He's hoping to have quotes/bids by the end of the year for the Tower.

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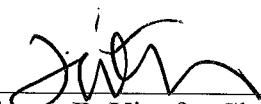
**May 18, 2026
(continued)**

Jon Batastini discussed the Shared Use Agreement for the burn building. He brought up the indemnification language and insurance issues. The Board authorized Jon to discuss the Agreement with Norm Briggs, attorney for the Marmora Volunteer Fire Company and Dottie McCrossen, attorney for Ocean City.

Kurt Austin asked Mr. Batastini to look into bonding for the new tower truck along with procedures to sell existing fire apparatus including trade deals to reduce costs. The Board was all in favor.

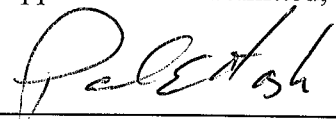
Ms. DeVita reminded the board that the next meeting is scheduled for June 15, 2026 at 5:15 p.m. There being no further business for the Board, the meeting was adjourned at 6:24 p.m.

Respectfully submitted,



Tonya DeVita for Cheryl Sayers, CPA
Recording Secretary

Approved and Submitted,



Paul Hoster,
Chairperson