

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

May 21, 2026

A meeting of the Board of Fire Commissioners of the Township of Upper, District #1 was held on May 21, 2026 at 5:30 p.m. at the Strathmere Volunteer Fire Company on Commonwealth Ave. in Strathmere, NJ.

Commissioners **Ted Kingston; Eric Weeks; Randy Roash** and **Joe Boland** were present. Commissioner **Scott Oliver** was unable to attend. Also present was **Cheryl Sayers, CPA**, Accountant and Recording Secretary to the Board, and **Bruce Riordan**, Chief of Strathmere Volunteer Fire Company.

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 the minutes of the prior meeting, held March 19, 2026. **Eric Weeks** made a motion to approve the minutes. **Joe Boland** seconded the motion. All were in favor.

Cheryl Sayers 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 her office since the March 19, 2026 meeting. The Board questioned one invoice from Lenegan Plumbing and Heating. Sales tax was charged on the invoice. As a government entity, the commission is exempt from Sales Tax. **Cheryl Sayers** will contact the company and request the sales tax be removed from the invoice and a credit issued. The remaining bills and checks were approved as presented. **Cheryl Sayers** discussed the cash available in the operating account. Because no funds have been received from the township yet this year, there are insufficient funds in the operating account to cover the current expenses. The options presented to the board were to transfer funds from the savings account to the checking account, or hold some checks until funds are received from the township. After discussing the options, the board agreed to transfer \$10,000 from the savings account to the checking account, and transfer the funds back to savings after funds are received from the township. **Randy Roash** made a motion to transfer the funds and pay the bills; **Joe Boland** seconded the motion. All were in favor.

Cheryl Sayers 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.

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**May 21, 2026
(continued)**

Cheryl Sayers reviewed the completed 2025 Audit Report issued by the Board's Auditor, **Ford Scott**. The audit results were "clean". There were no findings or recommendations from the Auditor as to methods to improve the Board's system of accounting controls. **Eric Weeks** made a motion to approve the audit report as presented and pass resolution 26-9 documenting its approval. **Randy Roash** seconded the motion. All were in favor. The Board signed a Group Affidavit. **Cheryl Sayers** will submit the Audit Report to the State of New Jersey, Department of Community Affairs and have the audit synopsis published as required.

Bruce Riordan presented a Chief's Report. 2026 has been a relatively quiet year so far. Life guards in Strathmere will be limited in number. Dredging is currently being done in Sea Isle and will move on to Strathmere in approximately 3 weeks. The new fire truck being purchased by the volunteer fire company is not yet on the assembly line. A November delivery is expected. Fundraising to purchase the truck will continue throughout the summer.

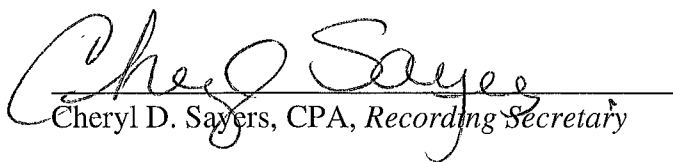
Bruce Riordan discussed the "Living Shoreline Project" that will be started in Strathmere in September. A groundbreaking ceremony is scheduled for September 19, 2026. **Chief Riordan** requested that the fire company and commission attend the groundbreaking ceremony to show support for the project. The commission agreed.

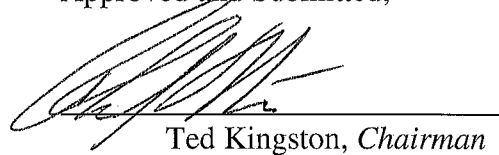
Cheryl Sayers reminded the board that the next meeting is scheduled for June 18, 2026 at 5:30 p.m.

There being no further business for the Board, the meeting was adjourned at 6:02 p.m.

Respectfully submitted,

Approved and Submitted,


Cheryl D. Sayers, CPA, *Recording Secretary*


Ted Kingston, *Chairman*