

BFC, Dennis Twp., District #2
Balance Sheet
As of January 6, 2015

	Jan 6, 15
ASSETS	
Current Assets	
Checking/Savings	
Cape Bank, Checking	99,328.71
CD-Future Capital 2012	
Accrued Interest	49.95
CD-Future Capital 2012 - Other	10,000.00
Total CD-Future Capital 2012	10,049.95
CD-Future Capital 2013	
Accrued Interest	47.81
CD-Future Capital 2011 & before	9,160.00
CD-Future Capital 2013 - Other	10,000.00
Total CD-Future Capital 2013	19,207.81
CD-Future Capital 2014	15,000.00
Total Checking/Savings	143,586.47
Total Current Assets	143,586.47
Fixed Assets	
Truck - Pumper/Tanker	
Truck - Equipment	28,404.00
Truck - Pumper/Tanker - Other	371,596.00
Total Truck - Pumper/Tanker	400,000.00
Total Fixed Assets	400,000.00
TOTAL ASSETS	543,586.47
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due To LOSAP Plan	23,500.00
Total Other Current Liabilities	23,500.00
Total Current Liabilities	23,500.00
Total Liabilities	23,500.00
Equity	
Future Capital Outlay	31,598.00
Retained Earnings	491,724.47
Net Income	-3,236.00
Total Equity	520,086.47
TOTAL LIABILITIES & EQUITY	543,586.47

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Cash Basis

BFC, Dennis Twp., District #2

Profit & Loss

January 1 - 6, 2015

	<u>Jan 1 - 6, 15</u>
Ordinary Income/Expense	
Expense	
Rent	3,236.00
Total Expense	<u>3,236.00</u>
Net Ordinary Income	<u>-3,236.00</u>
Net Income	<u>-3,236.00</u>

BFC, Dennis Twp., District #2
Profit & Loss Budget vs. Actual
 January through December 2015

	Jan - Dec 15	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Funds Raised From Taxation	0.00	265,841.00	-265,841.00	0.0%
Interest Income	0.00	150.00	-150.00	0.0%
Supplemental Funds	0.00	935.00	-935.00	0.0%
Total Income	0.00	266,926.00	-266,926.00	0.0%
Expense				
Election	0.00	100.00	-100.00	0.0%
Equipment	0.00	45,233.00	-45,233.00	0.0%
Insurance, Administration	0.00	1,200.00	-1,200.00	0.0%
Insurance, Operations	0.00	9,000.00	-9,000.00	0.0%
Interest Expense	0.00	21,117.00	-21,117.00	0.0%
Length of Service Awards	0.00	20,000.00	-20,000.00	0.0%
Memberships/Dues	0.00	300.00	-300.00	0.0%
Office Expense	0.00	2,300.00	-2,300.00	0.0%
Principal-Bond Payment	0.00	39,750.00	-39,750.00	0.0%
Professional Services	0.00	13,000.00	-13,000.00	0.0%
Rent	3,236.00	39,226.00	-35,990.00	8.2%
Repairs and Maintenance	0.00	25,000.00	-25,000.00	0.0%
Supplies Expense	0.00	500.00	-500.00	0.0%
Training and Education	0.00	2,000.00	-2,000.00	0.0%
Travel Expenses	0.00	200.00	-200.00	0.0%
Turn Out Gear	0.00	14,000.00	-14,000.00	0.0%
Uniforms	0.00	2,000.00	-2,000.00	0.0%
Utilities	0.00	20,000.00	-20,000.00	0.0%
Total Expense	3,236.00	254,926.00	-251,690.00	1.3%
Net Ordinary Income	-3,236.00	12,000.00	-15,236.00	-27.0%
Other Income/Expense				
Other Expense				
Future Capital Outlays	0.00	12,000.00	-12,000.00	0.0%
Total Other Expense	0.00	12,000.00	-12,000.00	0.0%
Net Other Income	0.00	-12,000.00	12,000.00	0.0%
Net Income	-3,236.00	0.00	-3,236.00	100.0%

**MINUTES OF A MEETING OF THE
BOARD OF FIRE COMMISSIONERS,
TOWNSHIP OF DENNIS; DISTRICT #2**

December 2, 2014

A meeting of the Board of Fire Commissioners of the Township of Dennis, District #2, was held on December 2, 2014 at 7:00 p.m. at the Dennisville Volunteer Fire Company in Dennisville, NJ.

Commissioners **Cliff Lockwood**, **Michael Gihorski**, **Kyle Prosser**, and **Adam Dotts** were present. Commissioner **Carla Coffey** was unable to attend. Also present were **Michael Bohrer, Esq., CPA**, Accountant and Recording Secretary to the Board, **James Pickering, Esq.**, Counsel to the Board, **Robert Brewer**, Chief of the Dennisville Volunteer Fire Company, and **Bruce Knoll** of the Dennisville Volunteer Fire Company.

The meeting was called to order at 7:00 p.m.

The meeting was opened by the Chairman, **Cliff Lockwood**, 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 approved the minutes of the prior meeting, held November 3, 2014.

Mr. Bohrer informed the Board that the State of New Jersey, Department of Community Affairs approved the 2015 budget, therefore, the budget is scheduled to be adopted at this meeting. **Mr. Pickering** advised everyone that all appropriate advertisements have been made and, noting no one from the public in attendance, **Mr. Bohrer** summarized the 2015 budget for the Board. Thereafter, the Board members in attendance voted unanimously to adopt the 2015 budget. **Mr. Bohrer** will submit the adopted budget to the State of New Jersey, Department of Community Affairs.

Mr. Bohrer presented a list of checks to be approved, signed, and distributed; the checks were approved as presented. **Mr. Bohrer** also reviewed the Board's cash-on-hand and its year-to-date expenses, relative to budget. He reminded the Board that many expense line items remained under budget, as a result of fiscal management, and suggested that if the Board is aware of required expenditures, it should make the expenditure in this calendar year so as to allow it to be applied against the 2014 budget. Thereafter, the Board approved the payment of all bills received in December as a 2014 expense, even though the checks may not be signed until the next meeting of the Board on January 6, 2015.

**MINUTES OF A MEETING OF THE
BOARD OF FIRE COMMISSIONERS,
TOWNSHIP OF DENNIS; DISTRICT #2**

December 2, 2014
(continued)

The Board approved an allocation of \$3,400.00 from the Repairs and Maintenance 2014 budget line item to Utilities.

Mr. Bohrer distributed LOSAP eligibility and enrollment forms to **Robert Brewer** for completion by the next meeting.


As a follow-up to a discussion held at the prior meeting, **Mr. Pickering** advised the Board that its contract with the Dennisville Volunteer Fire Company for firefighting services can be for up to a two-year term.

Mr. Pickering reminded the Board of its obligation to obtain competitive bids for goods or services when the aggregate amount paid to a vendor in the calendar year exceeds \$17,500.00 and when the purchase is not made under a state contract. **Mr. Bohrer** will prepare a report of payments to vendors to see if any payment totals approximate this amount.

Mr. Knoll indicated that the new truck is expected to be delivered in mid-December. In that regard, he presented an invoice in the amount of \$4,560.00 for modifications and additions to the original specifications. The Board authorized this payment. In addition, the Board authorized **Cliff Lockwood** and **Kyle Prosser** to sign any and all documents to effectuate the delivery of the truck.

There being no further business for the Board, the meeting was adjourned at 7:35 p.m.

Respectfully submitted,



Michael Bohrer, Esq., CPA *Recording Secretary*

Approved and Submitted,



Cliff Lockwood, *Chairman*