

BFC, Dennis Twp., District #2

Balance Sheet

As of January 5, 2016

	Jan 5, 16
ASSETS	
Current Assets	
Checking/Savings	
Cape Bank, Checking	126,672.34
CD-Future Capital 2012	
Accrued Interest	66.99
CD-Future Capital 2012 - Other	10,000.00
Total CD-Future Capital 2012	10,066.99
CD-Future Capital 2013	
Accrued Interest	80.38
CD-Future Capital 2011 & before	9,160.00
CD-Future Capital 2013 - Other	10,000.00
Total CD-Future Capital 2013	19,240.38
CD-Future Capital 2014	
Accrued Interest	31.44
CD-Future Capital 2014 - Other	15,000.00
Total CD-Future Capital 2014	15,031.44
CD-Future Capital 2015	
Accrued Interest	12.57
CD-Future Capital 2015 - Other	12,000.00
Total CD-Future Capital 2015	12,012.57
Total Checking/Savings	183,023.72
Total Current Assets	183,023.72
Fixed Assets	
Truck - Pumper/Tanker	
Truck - Equipment	28,404.00
Truck - Pumper/Tanker - Other	371,596.00
Total Truck - Pumper/Tanker	400,000.00
Truck 2015	490,125.00
Total Fixed Assets	890,125.00
TOTAL ASSETS	1,073,148.72
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due To LOSAP Plan	20,000.00
Total Other Current Liabilities	20,000.00
Total Current Liabilities	20,000.00
Long Term Liabilities	
Due on 2015 Truck	454,615.44
Total Long Term Liabilities	454,615.44
Total Liabilities	474,615.44
Equity	
Future Capital Outlay	56,160.00
Retained Earnings	479,725.87
Net Income	62,647.41
Total Equity	598,533.28
TOTAL LIABILITIES & EQUITY	1,073,148.72

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Cash Basis

BFC, Dennis Twp., District #2

Profit & Loss

January 1 - 5, 2016

	Jan 1 - 5, 16
Ordinary Income/Expense	
Expense	
Office Expense	511.84
Rent	3,301.00
Total Expense	3,812.84
Net Ordinary Income	-3,812.84
Net Income	-3,812.84

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Cash Basis

BFC, Dennis Twp., District #2 Profit & Loss Budget vs. Actual January through December 2016

	Jan - Dec 16	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Funds Raised From Taxation	0.00	279,005.00	-279,005.00	0.0%
Interest Income	0.00	150.00	-150.00	0.0%
Supplemental Funds	0.00	935.00	-935.00	0.0%
Utilization of Funds	0.00	8,014.00	-8,014.00	0.0%
Total Income	0.00	288,104.00	-288,104.00	0.0%
Expense				
Capital Appropriation	0.00	35,000.00	-35,000.00	0.0%
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	13,448.00	-13,448.00	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	511.84	2,300.00	-1,788.16	22.3%
Principal-Bond Payment	0.00	44,812.00	-44,812.00	0.0%
Professional Services	0.00	13,000.00	-13,000.00	0.0%
Rent	3,301.00	40,011.00	-36,710.00	8.3%
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	3,812.84	288,104.00	-284,291.16	1.3%
Net Ordinary Income	-3,812.84	0.00	-3,812.84	100.0%
Net Income	-3,812.84	0.00	-3,812.84	100.0%

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

December 8, 2015

A special meeting of the Board of Fire Commissioners of the Township of Dennis, District #2, was held on December 8, 2015 at 7:00 p.m. at the Dennisville Volunteer Fire Company in Dennisville, NJ.

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

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

The meeting was opened by the Chairman, **Cliff Lockwood**, who stated that the purpose of the special meeting was to conduct a public vote as to the prospective purchase of a new pick-up truck at a cost not to exceed \$35,000.

Mr. Pickering stated that the special meeting was properly advertised and noticed in accordance with the Open Public Meetings Act, including the placement of written notices in five (5) public places, an Affidavit to which was executed by **Carla Coffey**.

The voting was opened to the public and administered by **Kyle Prosser** who diligently served as Clerk of the Election.

Upon completion of the voting process, the ballots were counted. The votes were ten (10) "yes" votes in favor of the purchase and zero (0) "no" votes. Therefore, the ballot question was passed.

Mr. Pickering will complete the necessary forms reflecting the results of the election for submission to the State of New Jersey, Department of Community Affairs.

Insofar as this special meeting was advertised, and all commissioners were present, the Board approved the minutes of prior regular meetings held November 2, 2015 and December 1, 2015.

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

December 8, 2015

(continued)


The Board also approved Resolution 09-15 to document its approval to re-allocate amounts from certain budgeted expense line items to other expense categories as more fully set forth in the minutes of the December 1, 2015 meeting.

Mr. Pickering advised the Board that he has recently been nominated to serve as a Judge of the State of New Jersey Superior Court and, once formally appointed, will be closing his private practice of law. As such, this is likely his final meeting. The commissioners thanked **Jim** for his many years of outstanding and dedicated service and wished him well in his new position as Judge.

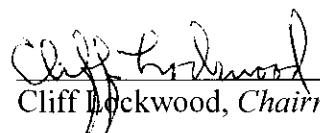
There being no further business for the Board, the meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Approved and Submitted,



Michael Bohrer, Esq., CPA *Recording Secretary*



Cliff Lockwood, *Chairman*

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

December 1, 2015

A meeting of the Board of Fire Commissioners of the Township of Dennis, District #2, was held on December 1, 2015 at 7:00 p.m. at the Dennisville Volunteer Fire Company in Dennisville, NJ.

Commissioners **Cliff Lockwood**, **Michael Gihorski**, and **Kyle Prosser** were present. Commissioners **Carla Coffey** and **Adam Dotts** were unable to attend. Also present were **Michael Bohrer, Esq., CPA**, Accountant and Recording Secretary to the Board, **James Pickering, Esq.**, Counsel to the Board, **Bruce Knoll** of the Dennisville Volunteer Fire Company and **Robert Brewer**, also 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 a follow-up to last month's budget approval meeting, **Mr. Bohrer** advised the Board that the State of New Jersey, Department of Community Affairs does, in fact, require that a Special Meeting be held to approve the purchase of a truck in the approximate amount of \$35,000. As a result, the 2016 Budget will not be adopted at this meeting but, rather, will be adopted at the meeting on January 5, 2016. **Mr. Bohrer** indicated that this date is fine and will not cause any budget issues. **Mr. Pickering** will advertise for the adoption meeting.

The Special Meeting to allow district voters to cast their ballot with respect to the truck purchase will be December 8, 2015, as noted in the minutes of last month's meeting. **Mr. Pickering** reviewed the procedural aspects of the Special Meeting and stated that he will work with **Carla Coffey** to assure the proper steps are taken. Thereafter, **Mr. Pickering** will prepare the appropriate forms (e.g. results of the vote) for submission to the Department of Community Affairs.

Mr. Pickering advised that Board that advanced principal payments towards the truck loan may be made but that the payments will not lower the amount paid over the term of the loan. Therefore, there is no benefit to do so and the Board agreed.

Mr. Bohrer presented a Treasurer's Report, including a list of bills to be paid (which the Board approved), a summary of cash-on-hand, including invested funds, and a review of year-to-date

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

December 1, 2015

(continued)

expenditures relative to budget. The Board continues to be in strong financial condition and well within its 2015 budget.

In reviewing the actual vs. budget year-to-date expenditures, **Mr. Bohrer** noted five line items that were slightly over budget. In that regard, the Board approved the reallocation of the following amounts from a budgeted line item to other budgeted expense categories. Specifically, \$6,600 is to be taken from the Utilities budget and distributed as follows: to Interest Expense (\$1,650), to Office Expense (\$1,550), to Supplies Expense (\$600), to Training and Education Expense (\$1,100), and to Uniforms Expense (\$1,700).

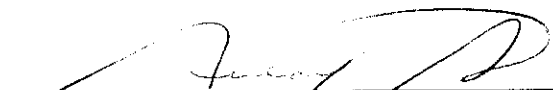
Mr. Bohrer advised the Board that two (2) Certificates of Deposit are scheduled to mature this month. He recommended that they be rolled-over and re-invested since the Board has adequate cash to meet its operating needs. The Board agreed.

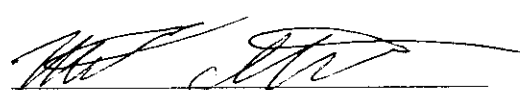
Mr. Gihorski and **Mr. Knoll** reviewed the results of a Public Protection Classification survey by ISO. They noted that the rating of 8B is as high as can be expected, given the lack of fire hydrants in the district.

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

Respectfully submitted,

Approved and Submitted,


Michael Bohrer, Esq., CPA *Recording Secretary*


Cliff Lockwood, *Chairman*
Michael Gihorski,
Vice Chairman