

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

January 8, 2019

A meeting of the Board of Fire Commissioners of the Township of Dennis, District #2, was held on January 8, 2019 at 7:00 p.m. at the Dennisville Volunteer Fire Company in Dennisville, NJ.

Commissioners **Cliff Lockwood, Carla Coffey, Edward Beck, and Bob McClure** were present. Commissioner **Bruce Knoll, Jr.** was unable to attend. Also present were **Cheryl Ward, CPA**, Accountant and Recording Secretary; and **Michael Gihorski**, Chief of the Dennisville Volunteer Fire Company.

The meeting was called to order at 7:10 p.m.

The meeting was opened by 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 reviewed and approved the minutes of the prior meeting, held on December 4, 2018.

Ms. Ward presented a Treasurer's Report, including a review of the Board's 2018 year end actual income and expenses relative to the budget and 2019 year-to-date actual income and expenses relative to the budget. **Ms. Ward** also reviewed the vendor invoices to be approved for payment and discussed the available cash.

Early in 2019, the Board will have several large expenditures, including the LOSAP payment and payment for the purchase of air packs. These items will likely need to be paid prior to the anticipated receipt of the first payment from taxation. Therefore, **Ms. Ward** discussed the need to withdraw money from one of the Certificates of Deposit (CD's) to cover the expenses. A new Certificate of Deposit will be opened later in the year when the funds are available. The Commission approved a motion to withdraw funds from the CD to cover the large expenditures.

Edward Beck discussed the LOSAP plan that the Commission has for the firefighters. The maximum contribution allowed for each firefighter increases every year. However, the Board has not been increasing the amount of the contribution that it actually makes for each firefighter.

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(continued)

After discussing the limits, the Board made a motion to contribute the maximum contribution permitted for each firefighter should the budget allow. The motion was unanimously approved.

The Board reviewed and approved a proposal from **Kenneth Yeutter**, CPA, to conduct the required annual audit of the 2018 financial statements for the Board.

The Board made a motion to pass a resolution to transfer line items in the 2018 budget from budget expenditures with excess funds to budget expenditures having deficits. The resolution was unanimously approved and adopted.

Dennis Township has an agreement with the County of Cape May for the resale of fuel pursuant to the Commodity Resale Provisions of the Cooperative pricing and Joint Purchasing Rules. Dennis Township has permitted the Dennisville Volunteer Fire District to “piggy back “ on this agreement, thereby permitting the Fire District to fuel its vehicles through the agreement that Dennis Township has with Cape May County. Dennis Township has informed the Fire Commission that the township will no longer permit the Fire District to “piggy bank” on their agreement. Therefore, should Dennis Fire District #2 wish to continue to purchase its fuel through the County of Cape May, the Fire District must enter into an agreement directly with the County.

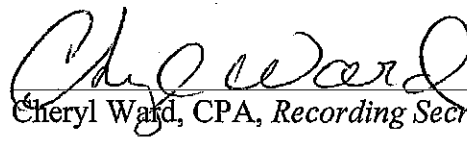
The Commissioners, along with the Chief of the Volunteer Fire Company, reviewed the terms of the agreement for the resale of fuel with the County of Cape May. After a lengthy discussion, a motion was passed to enter into the agreement with the County of Cape May pursuant to the Commodity Resale Provisions of the Cooperative Pricing and Joint Purchasing Rules. The agreement was signed by **Cliff Lockwood** and attested to by **Carla Coffey**. A resolution to approve this agreement will be drafted and voted on at the next meeting.

Two Board positions are up for election in February, 2019; those being the positions currently held by Commissioners **Carla Coffey** and **Edward Beck**. **Ms. Coffey** and **Mr. Beck** both indicated their intent to run for re-election. The petition filing deadline is January 18, 2019.

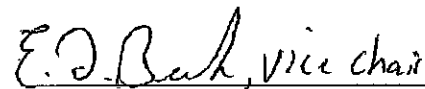
The next meeting is scheduled for February 5, 2019.

There being no further business for the Board, the meeting was adjourned at 7:45 p.m.

Respectfully submitted,


Cheryl Ward, CPA, *Recording Secretary*

Approved and Submitted,


Cliff Lockwood, *Chairman*