

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

December 5, 2017

A meeting of the Board of Fire Commissioners of the Township of Dennis, District #2, was held on December 5, 2017 at 7:00 p.m. at the Dennisville Volunteer Fire Company in Dennisville, NJ.

Commissioners **Cliff Lockwood, Bruce Knoll, Jr., Carla Coffey, Edward Beck, and Bob McClure** were present. Also present were **Michael Bohrer, Esq., CPA**, former Accountant and Recording Secretary to the Board, **Cheryl Ward, CPA**, successor Accountant and Recording Secretary; **Jon Batastini, Esq.**, Counsel to the Board, **Robert Brewer**, Chief of the Dennisville Volunteer Fire Company, and **Michael Gihorski**, Officer of the Dennisville Volunteer Fire Company,

The meeting was called to order at 7:00 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 November 6, 2017.

Mr. Bohrer noted that this month's meeting is that at which the 2018 Budget is adopted. **Mr. Bohrer** informed the Board that the State of New Jersey, Department of Community Affairs has approved the 2018 Budget. After a brief discussion, the 2018 Budget was unanimously adopted. **Ms. Ward** will submit the adopted budget to the appropriate state agency.

Because the budget will not be voted on by the taxpayers until February 17, 2018, resolution 17-3 was adopted to authorize the use of a temporary budget until the final budget is approved by the voters.

Mr. Bohrer presented a Treasurer's Report, including a review of the Board's year-to-date actual income and expenses relative to the budget. **Mr. Bohrer** also reviewed the vendor invoices to be approved for payment, and discussed the available cash. **Mr. Bohrer** noted that the actual expenditures for "training" in 2017 exceeded the budgeted amount by \$1,500. The actual

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expenditures for "equipment" were under budget. Resolution 17-4 was passed to reallocate \$1,500 from the budgeted amount for "equipment" to the budgeted amount for "training".

Mr. Bohrer commended the Board and Volunteer Fire Company for its' financial management efforts throughout 2017.

In the October meeting, **Mr. Bohrer** noted that the Comcast invoice no longer reflected discounts that are normally applied to the monthly bill. Secretary **Bruce Knoll Jr.** contacted Comcast to inquire as to why the discounts are were no longer being applied, and to attempt to reinstate the discounts. Comcast explained to **Mr. Knoll, Jr.** that the fire department had an "introductory" package with discounted pricing. That "introductory package" has expired, and is no longer available. Mr. Knoll Jr. was able to renegotiate the package with Comcast, resulting in a reduced rate.

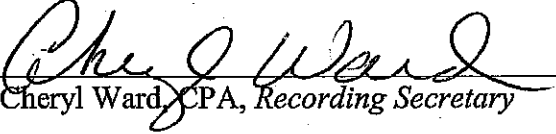
The Board reviewed and approved a proposal submitted by **Ken Yeutter, CPA**, to conduct the annual audit of the financial statements of Dennis Township Fire District #2.

Mr. Bohrer reminded the Board that two Board positions are up for election on February 17th, 2018; those being the positions currently held by Commissioners **Edward Beck** and **Bob McClure**. Both **Mr. Beck** and **Mr. McClure** have indicated their intent to run for re-election.

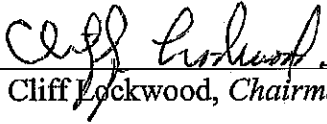
The Board reviewed and approved the schedule for the 2018 Board of Fire Commissioners meetings. The next meeting is scheduled for Tuesday, January 2nd at 7:00 p.m.

There being no further business for the Board, the meeting was adjourned at 7:40 p.m.

Respectfully submitted,


Cheryl Ward, CPA, *Recording Secretary*

Approved and Submitted,


Cliff Lockwood, *Chairman*