

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

December 7, 2021

A meeting of the Board of Fire Commissioners of the Township of Dennis, District #2, was held on December 7, 2021 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 was **Cheryl Ward, CPA**, Accountant and Recording Secretary, and **Robert Brewer**, Asst. Chief of the Dennisville Volunteer Fire Company. **Jon Batastini**, Solicitor, attended via telephone.

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 1, 2021.

Ms. Ward presented a Treasurer's Report, including a review of the Board's 2021 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. The Board discussed equipment purchases that are planned for the remainder of 2021. All anticipated purchases remain within budget.

Ms. Ward noted that this month's meeting is that at which the 2022 Budget is adopted. **Ms. Ward** informed the Board that the State of New Jersey, Department of Community Affairs has approved the 2022 Budget. After a brief discussion, the 2022 Budget was unanimously adopted. **Ms. Ward** will submit the adopted budget to the appropriate state agency.

The Board reviewed and approved a proposal from **Cheryl Ward, CPA**, to provide accounting services for the 2022 calendar year.

The Board reviewed and approved a proposal from D.J. Repici to perform snow removal services for the 2022 winter season.

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(continued)

Robert Brewer presented a chief's report. The volunteer fire company purchased a new vehicle. **Jon Batastini** suggested that the Board implement a vehicle use policy as well as a building repairs and maintenance policy. **Jon Batastini** will begin to draft those policies for discussions at a future meeting.

The Board reviewed the meeting dates for 2022. The dates will be published as required.

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

Respectfully submitted,

Approved and Submitted,


Cheryl Ward, CPA, Recording Secretary


Cliff Lockwood, Chairman