

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

**October 4, 2022**

A meeting of the Board of Fire Commissioners of the Township of Dennis, District #2, was held on October 4, 2022, 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 **Cheryl Sayers (formerly Ward)**, CPA, Accountant and Recording Secretary; and **Tonya DeVita**, Accountant with Cheryl Sayers. **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 two meetings, held on May 3, 2022, and July 5, 2022.

**Mrs. Sayers** presented a Treasurer's Report, including a review of the Board's 2022 year-to-date actual income and expenses relative to the budget. **Mrs. Sayers** 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 2022. All anticipated purchases remain within budget.

At this meeting, the Board began the 2023 budget process with a Budget Workshop. During this workshop, the Board informally discussed next year's proposed budget, along with its estimated operating expenses and capital expenditures. The Budget process will continue at the November meeting where the Board will approve the budget. **Mrs. Sayers** stressed the need for a quorum of the board at the next two meetings.

The Board reviewed a letter prepared by **Solicitor Batastini** to the Township of Dennis, informing the Township that Fire District # 2 requests that the State of New Jersey continue with enforcement of the fire code withing Fire District #2's jurisdictional area. The Board unanimously approved the letter. **Mrs. Sayers** will mail the letter to the Township of Dennis.

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**October 4, 2022  
(continued)**

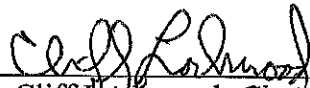
The Board reviewed a "Management Representation Letter" prepared by **Michael Bohrer, Esq., CPA**, who is the auditor for the Board. The Board unanimously approved and signed the letter, which will be returned to **Michael Bohrer, Esq., CPA**.

There being no further business for the Board, the meeting was adjourned at 7:25 p.m.

Respectfully submitted,

  
Cheryl Sayers, CPA, Recording Secretary

Approved and Submitted,

  
Cliff Lockwood, Chairman