

The Board of Fire Commissioners, District #2, Gloucester Township held a budget workshop in the Chews Landing Fire Station on Tuesday, November 14, 2023.

Chairman Genzel opened the meeting at 7:02 pm with the flag salute and acknowledgement of the meeting being held in accordance with the Open Public Meeting Act.

Roll Call: Reichert-Present Genzel-Present Evans-Present Grady-Present Donahue-Present

Also in attendance was Administrator Robb and Chief Millisky.

The Commissioners worked on the 2024 Operating Budget. Commissioner Donahue also discussed the auditor's questions regarding the Board's internal fraud controls. Commissioner Donahue suggested changing the monthly check signature procedure to create an additional level of control. Specifically, rather than have the checks separate from the vouchers, the checks and vouchers will be attached so the commissioners can confirm that the number of checks match the number of vouchers, and the check amounts match the invoice and voucher. Administrator Robb will advise the Fire Prevention Clerk of the change.

A motion was made by Reichert and 2<sup>nd</sup> by Evans to adjourn at 8:36 pm.

All in favor, motion carried.

Submitted by Administrator Robb

Read and Approved:

Chairman:

George H. Genzel

Clerk:

Marianne C. C. C.

Date:

12-13-23