

WINSLOW TOWNSHIP FIRE DISTRICT #1
Regular Monthly Business Meeting
Agenda

December 19, 2023

1. Call to Order Time: _____
2. Pledge of Allegiance/Moment of Silence
3. **Mission Statement** -The Winslow Township Fire Department is dedicated to the protection of life and property of the residents of Winslow Township from natural and man-made disasters by providing timely and proper mitigation at all emergencies. The men and women of the Department stand united in constant readiness to serve with pride, courage, and diligence to provide help to those in need.
4. Roll Call- Fire Commissioners
 Anthony Church **Richard Iannaco** **Robert Maschke** **Anthony Sirolli** **John Smith**

Fire District Administrative Staff

 Marc Rigberg, Fire Chief **Lorraine Sacco, Business Manager**

Other Officials Present

 David Patterson, Board Solicitor
5. OPEN PUBLIC MEETING ANNOUNCEMENT - This meeting is being conducted in full compliance of the “Open Public Meeting Act” and Legal Notices were sent to the Official Newspapers of the Fire District. In addition, due Notice was posted on the Official Bulletin Board of Winslow Township, the Administrative Office Bulletin Board, the Fire Department website, and emailed to the members of the Fire Department. Emergency exits are as follows; to the left and right of the room. At this time, please turn off all cell phones or place them on silent or vibrate.
6. MEMBERSHIP APPLICATIONS FOR APPROVAL

None.
7. MEMBERSHIP CHANGE IN STATUS:

None.

8. FIRE COMMISSIONER REPORTS:

<u>Commissioner</u>	<u>Topic</u>
Anthony Church	a.
Richard Iannaco	a.
Robert Maschke	a.
Anthony Sirolli	a.
John Smith	a.

9. CHIEF'S REPORT

Administration

- Apparatus Committee
- Facility Improvement

Operations

- Training
- Fleet/Support
- Facilities

Fire Prevention

- Code Enforcement
- Public Education/Relations

10. BUSINESS MANAGER'S REPORT

11. APPROVAL OF MINUTES

MEETING DATE

ORDER OF BUSINESS

November 21, 2023
 December 5, 2023
 December 5, 2023

Regular Monthly Business Meeting
 Reorganization Meeting
 Special Meeting-Budget Transfers & Enter into Closed Session

_____ motion _____ second

12. APPROVAL OF CLOSED MINUTES

November 21, 2023
 December 5, 2023

_____ motion _____ second

13. TREASURER'S REPORT:

- a. Payroll Transfer \$282,230.70 for the month of November.

_____ motion _____ second

Roll Call: AC___ RI___ RM___ JS___ AS___

- b. Claims List for the Month of December -Check #'s 15421 through #15596, totaling \$300,519.57.

_____ motion _____ second

Roll Call: AC___ RI___ RM___ JS___ AS___

- c. Paychex Administrative Fee for the Month of November -\$712.03

_____ motion _____ second All in favor _____

- d. Outstanding Invoices – Four outstanding invoices for December.

14. RESOLUTION(S):

- 23-129 TO TRANSFER APPROPRIATIONS IN THE 2023 BUDGET
- 23-130 APPROVING 2022 REPORT OF AUDIT
- 23-131 DISPOSAL OF INVENTORY
- 23-132 AUTHORIZING THE SALE OF SURPLUS PROPERTY VIA GOVDEALS
- 23-133 DESIGNATING OFFICIAL NEWSPAPERS FOR 2024
- 23-134 NJ CASH MANAGEMENT PLAN
- 23-135 TO CLOSE PETTY CASH FOR 2023
- 23-136 APPROVING PETTY CASH FOR 2024
- 23-137 ADOPTION OF TEMPORARY BUDGET
- 23-138 INTRODUCTION AND APPROVAL OF THE 2024 BUDGET
- 23-139 PERMANENT APPOINTMENT OF DEPUTY CHIEF
- 23-140 PROVISIONAL APPOINTMENT OF BATTALION CHIEF
- 23-141 PERMANENT APPOINTMENT OF CAPTAINS
- 23-142 FMLA REQUEST OF EMPLOYEE #ADM-08

- 23-143 FMLA REQUET FOR EMPLOYEE #25-007
- 23-144 APPROVAL TO MAKE \$100,000 IN FUND BALANCE, RESTRICTED FUNDS FOR RETIREMENT PURPOSES
- 23-145 APPROVING HEALTH SERVICES AGREEMENT WITH VIRTUA OCCUPATIONAL HEALTH
- 23-146 AUTHORIZING CARRYING OVER UNSPENT 2023 REFERENDUM FUNDS
- 23-147 APPROVING QUOTE SUBMITTED BY DELL MARKETING, FOR TWO LATITUDE 5540 AND DOCKING STATIONS

_____ motion _____ second

Roll Call: AC____ RI____ RM____ JS____ AS____

15. OLD BUSINESS

None.

16. NEW BUSINESS

None.

17. RISK MANAGEMENT REPORT

18. PUBLIC PARTICIPATION

_____ motion _____ second Time:_____

Motion to Close Public Participation:

_____ motion _____ second Time:_____

ACTION TO BE TAKE FOLLOWING CLOSED SESSION

19. WORKSHOP SESSION (IF NECESSARY)

20. ANNOUNCEMENT(S):

21. ADJOURNMENT OF MEETING:

_____ motion _____ second Time:_____