

**Board of Fire Commissioners
GLOUCESTER TOWNSHIP FIRE DISTRICT 6
Year-End Meeting Minutes**

Meeting Held: December 27, 2018
Meeting Place: Board Office
Meeting Called to Order: 3:30pm
Members of Board Present: **Chairman** – George Brown
Vice Chairman – Richard Annacone, excused
Treasurer – Brian Robinson
Secretary – George Flinn
Commissioner – Steven Funkhouser
Administrative Clerk – Jeanette Cottone
Solicitor – David Carlamere, excused

Salute the Flag

The Sunshine Law – George Brown: In accordance with the NJ Sunshine Law this meeting is open to the public. The public portion will follow the regular business of the Board.

Roll call Commissioners:

Comms. Robinson, Flinn, Funkhouser and Brown present. Comm. Annacone is excused.

Adm.Cl.Cottone: This is the Year-End meeting. It's basically for just approving the year-end bills and the Resolutions to close the year.

Minutes of the previous meeting – The minutes from the last meeting are not through yet, so we'll approve those in January.

Correspondence – Jeanette Cottone

Adm.Cl.Cottone: All correspondence has been given out.

Treasurer's Report – Rich Annacone

William Penn General Account	1,879,090.63
William Penn Payroll Account	21,605.15
Expenditures: 12/27/18	11,667.99
TOTAL AMOUNT FOR APPROVAL	11,667.99

Motion made by Comm. Flinn, seconded by Comm. Funkhouser to accept the Treasurer's Report as read. Roll call vote, all yes.

Resolutions – Jeanette Cottone

Adm.Cl.Cottone: At this time we'll go through the normal year-end meeting for closing the budget and I'll just read each number and what they're for, and you can do the vote on them at the very end unless you have a question on any one of them.

R-25-18	Establish the Accounts Payable for the 2018 year budget. It will be attached as a schedule.
R-26-18	Establish the Reserve for Encumbrances, and that schedule will be attached.
R-27-18	Line Item Transfers. The CPA will transfer any lines at year end that need additional funds.
R-28-18	Cancel all unexpended balances in the 2018 budget, and the funds go to fund balance.
R-29-18	To adopt a temporary budget. That's until the Election of 2019. 14% of your total appropriations may be made for all purposes excluding appropriations for interest, debt redemption and capital improvements.

Motion made by Comm. Funkhouser, seconded by Comm. Robinson. Roll call vote, all yes.

Adm.Cl.Cottone: That's all I have for the year-end meeting.

Public Portion – George Brown

n/a

Closed Session – George Brown

n/a

Adjourn – George Brown

Motion made by Comm. Robinson, seconded by Comm. Funkhouser to adjourn the meeting at 3:36pm.

Roll call vote, all yes.