



Winslow Township Fire District #1



October 8, 2008
Winslow Township Fire District #1
9 Cedar Brook Road
Sicklerville, New Jersey 08081

WORKSHOP MEETING – Official Board Action May Be Taken

WINSLOW TOWNSHIP, FIRE DISTRICT #1

LOCATION OF MEETING: Winslow Township Municipal Building

OPENING OF MEETING:

Chairman Sirolli called the meeting to order at 6:38 p.m.

SALUTE TO FLAG:

All present pledged their Allegiance to the Flag of the United States of America.

ROLL CALL:

Commissioner Gallo, present
Secretary Mammucari, arrived at 6:38 p.m.
Treasurer Pantalone, present
Commissioner Passarella, present
Chairman Sirolli, present

OTHER OFFICIALS PRESENT:

Acting Chief Michael Scardino, Winslow Township Fire Department
Administrative Clerk Pataky, Winslow Township Fire Department
Captain Midure, Winslow EMS
Holly Rosenberg, Winslow EMS

OPEN PUBLIC MEETING ANNOUNCEMENT:

This meeting was being conducted in full compliance with the "Open Public Meeting Law," and that Notice was sent to the Courier-Post and Record Breeze. In addition, due Notice was posted on the Official Bulletin Board of Winslow Township and no smoking was permitted in the room during the meeting. Chairman Sirolli announced where the emergency exits were.

Administrative Office

Chairman Sirolli

Office Trailer – Administrative Clerk Pataky reported that the office is working on obtaining utilities for the office trailer. She also reported that a purchase order was issued to DC Paving for the sewer lines at a cost of \$9,910.00. DC Paving was noted to be the lowest quote provided. In the area of computers, Administrative Clerk Pataky advised that Chief Scardino was able to take \$1,600.00 off the bill by utilizing career staff to move the computer equipment. The bill is now estimated at \$4,400.00. Telephone calls were being made on the alarm system as well. In the area of the electric pole lines, Secretary Mammucari indicated that the telephone poles will be coming off the street. He then noted that the telephone lines will be located lower on the poles. Other poles were said to follow, on the grass down the property line between the two (2) oak trees. After the poles are installed, electricians will need to be contacted to carry the electricity from the last pole to the office trailer. A discussion was then held the oak trees being trimmed or taken out. Atlantic electric was said to be trimming back some of the branches of the trees. The board requested Secretary Mammucari work on obtaining a price to have the oak trees taken out to avoid a later problem. Administrative Clerk Pataky gave further report that the majority of the setup is complete. Conversations were then held on the fire proof safes that are to be placed in the trailer and the possibility of supports needed to withstand the weight. A debate was held on what files need to be taken into the office trailers and if the files needed to be in fire proof filing cabinets. Chairman Sirolli asked that this matter be looked into further.

Winslow EMS-Chief Midure/Administrative Office – Chairman Sirolli announced that Chief Midure of Winslow EMS was invited to the meeting to discuss the possibility of sharing office space with the Fire Department. Winslow EMS will be arriving later during the evening.

Public Education- Chief Scardino announced that the Chairman was receiving emails from the schools, requesting fire department public education. Chairman Sirolli, Chief Scardino, Battalion Chief Rigberg, Fire Marshal Friend, and Firefighters Joe and Candice Gordon will be attending an HSA meeting on 10/9/08 to provide a program to the schools and fire department information. Board members were provided with a copy of the agenda, a fire safety education proposal to the schools and Risk Watch information to be handed during the program. Acting Chief Scardino stated that much of the public education can proceed as this does not cost additional funding to the Fire District. Chairman Sirolli advised that he has been in contact with School Board members, and the Principals of School 1 & 5 who are very enthusiastic of the program. Chairman Sirolli was hopeful that the Superintendent will be involved in the fire safety programs the Fire Department is offering. He then commended Chief Scardino in developing the program.

State Fire Grant for 2008 Funding- Chairman Sirolli stated that he was notified by the office that the funding for this grant was cut in half, at an amount of \$7,900.00. Research is being done to investigate why the Fire District's portion of the Grant funding was cut in half. Treasurer Pantalone felt that the township and fire department should receive separate checks. A discussion ensued on separate checks that could be issued but the same percentage would need to be cut that the township had cut as well. The Board decided that Chairman Sirolli will contact Administrator Gallagher of the Municipal Building and research the percentage that was cut from the grant.

Financial Position (Cease All Spending) - Chairman Sirolli indicated that an addition \$7,000.00 was taken from the budget due to the State Fire Grant 2008 Funding cuts. Presently, the budget was said to be over expended in the amount of \$89,500.00. The Chairman then mentioned the Fire District

was \$90,000 short, and short from the income side at an additional \$60,000.00. He then stressed that these funds need to be found within the budget. The issue with the budget was not due from poor planning; the shortage was due to the issues with Station 3's building, totaling thus far, \$58,700.00. Then addressed were the increases in fuel costs that the Fire District encountered, at a \$25,000 shortage; and smoke inspections that have decreased the budget at \$27,000. Chairman Sirolli expressed that these issues were unforeseen and encouraged a cease in all spending – with nothing to be approved unless there is an emergency or salaries. Treasurer Pantalone stated that Sharon is expecting the State's budget information so budget amounts for 2009 can be applied to the budget sheets. The effects of these shortages will not be seen until 2010's budget due to the amount held in the unreserved balance. An estimate of \$160,000 will be needed to be found within the budget and put back into the unreserved fund. A discussion was then held on what was needed to be done. The Board agreed to cease Fire District spending until further notice.

Clerk of 2009 Election- All Board members agreed that Vincent J. Mammucari will be the Clerk of the 2009 Fire District Election.

Vice Chairman Passarella

Shared Services- No Report.

Presidents-Authorization to Pickup Office Supplies for Stations- Commissioner Passarella spoke on the latest president's meeting that addressed presidents being authorized to pickup office supplies; the president's felt that they should be authorized to pickup said supplies for their individual fire station, without having to have the Captain or Battalion Chief's approval. The Board agreed to amend the policy to include presidents/executive to pickup office supplies for their stations.

Station Acquisitions- Commissioner Passarella relayed that the Presidents agreed to hold a meeting with the Solicitors and Board of Fire Commissioners to go over the revised contract. This meeting was said to be held sometime in November. He then addressed Mr. Braslow who received one telephone call from Solicitor Carlamere, in reference to a meeting. It was noted that Solicitor Braslow will not be available the two dates given in November. Administrative Clerk Pataky spoke on Station 7's contract, indicating that revisions were made and forwarded to Solicitor Braslow for his review. A small discussion was held on getting copies or amounts of the bills, for the 2009 budget. After discussing budgeting information, Administrative Clerk Pataky indicated that she will be looking into a gas co-op through Camden County.

Treasurer Pantalone

LOSAP- No report. Administrative Clerk Pataky announced that she will be providing accurate figures by the end of the month, to know how much money in surplus the Board will have for transfers.

Insurance- Treasurer Pantalone spoke on a meeting he had with Conner Strong Insurance, Mike Smith and Pearl Johnson, who provided very informative information on worker's compensation. It was explained that PAIC no longer wants to carry the Worker's Comp and VFIS does not carry it. He further explained that everyone must go through the state. Connor Strong provided a comparison with a First Responder JIF who does not want to cover anything. Administrative Clerk Pataky stated that she spoke with Pearl Johnson who advised that a resolution needed to be passed for the First Responder JIF in order for the insurance carrier to go out and secure quotes. The resolution was modified by Solicitor Braslow and will be presented during the Special Meeting scheduled at 7:30

p.m. for approval. An application will then need to be completed and sent to Connor Strong to pursue with quotations. The Fire District was given a quote in the amount of \$95,000, which is \$25,000 more than what the Fire District is currently paying. Connor Strong was said to be going back to VFIS to attempt to get a reduction in the pricing. Quotes were expected to be provided by the first week of November.

Secretary Mammucari

Nothing.

Assistant Sec./Treasurer Gallo

Comcast Digital Voice Static IP Address/Verizon Fax Line- Commissioner Gallo provided a breakdown of research he has performed on fax lines and cable expenses. A lengthy discussion was held on the direction to take. Commissioner Gallo will obtain plans from Comcast.

Fire Prevention Flyers – Commissioners/Volunteers/Careers- The Board addressed this topic and agreed to setup a Commissioner table and hand out flyers. One hundred copies of the flyer will be made for distribution.

Administrative Clerk Pataky

Information Technology- Nothing reported.

Acting Chief Scardino

Union Contract Clarifications– Chief Scardino provided the Board with union contract clarifications. The Board asked to review the information prior to approving as policies.

Award's Ceremony – The Board reviewed the information provided by Chief Scardino. This topic will be placed on October's monthly meeting for board approval. A discussion was held on the refreshments with the idea of coffee and cake to be served.

ADJOURNMENT:

Chairman Sirolli entertained a motion to adjourn the meeting at 8:04 p.m. A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo. All were in favor.

Prepared by: pj

Reviewed by: VJM

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