



Winslow Township Fire District #1



December 17, 2008
Winslow Township Fire District #1
9 Cedar Brook Road
Sicklerville, NJ 08081

REGULAR MONTHLY MEETING OF THE BOARD OF FIRE COMMISSIONERS

WINSLOW TOWNSHIP, FIRE DISTRICT #1

MEETING LOCATION: Winslow Township Municipal Building Court Room

OPENING OF MEETING:

Chairman Sirolli opened the meeting at 7:32 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, present
Treasurer Pantalone, present
Commissioner Passarella, present
Chairman Sirolli, present

DISTRICT OFFICIAL'S PRESENT:

Jim Haines, Deputy Chief of Department
Michael Passarella, Battalion Chief
Rich Iannaco, Battalion Chief
Marc Rigberg, Battalion Chief
Frank Friend, Captain and Fire Marshal
Lorraine Pataky, Administrative Clerk

OTHER OFFICIALS PRESENT:

Shop Steward of IAFF Union Local 3249/Firefighter Victor Farinelli

OPEN PUBLIC MEETING ANNOUNCEMENT:

Administrative Office

Chairman Sirolli announced that the meeting was being conducted in full compliance with the "Open Public Meeting Law", and that a Notice was sent to the Courier Post and the 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 indicated where the emergency exits were.

DEPARTMENT MEETING:

Chairman Sirolli suspended normal business to conduct the department meeting. He began by thanking the entire department for their continued dedication to the residents, expressing much gratitude to the commitment in the Department. Deputy Chief Haines called new Firefighter I graduates up and provided a warm welcome to the Department. Chief Haines, Battalion Chief Rigberg, Battalion Chief Passarella, and Battalion Chief Iannaco thanked the members of the Department for their participation in 2008.

RECESS:

Chairman Sirolli announced a short recess at 7:55 p.m. to distribute stipend checks and refreshments.

RETURN FROM RECESS:

The Board returned from recess at 8:30 p.m. All Board members were present.

MINUTES OF PREVIOUS MEETINGS:

A motion was made by Secretary Mammucari and seconded by Commissioner Gallo, to approve the minutes of November 19th's Workshop and Regular Monthly Business meetings. All were in favor.

TREASURER'S REPORT:

Payroll Transfer- Treasurer Pantalone made a motion to approve the payroll transfers for the month of November in the amount of \$96,195.03. Commissioner Passarella seconded the motion and all were in favor.

Claims List - Treasurer Pantalone made a motion to approve the Claim's List for the month of December - Check #'s 12648 through 12815 totaling \$118,074.60. Commissioner Gallo seconded the motion and all were in favor.

Paychex Administration Fees- Treasurer Pantalone made a motion to approve the administration fees for the month of November in the amount of \$514.32. Commissioner Gallo seconded the motion and all were in favor.

Outstanding Invoices- Three invoices for SJ Transportation Authority were noted.

RESOLUTIONS:

Resolution 08-87, 2nd Reading, Auth. Creating of Paid Position of Director of Fire Service - Chairman Sirolli announced Resolution 08-87 to be a 2nd Reading. A hearing was then opened to the public. No one from the public wished to speak. The public hearing was then closed and a motion was made by Treasurer Pantalone to approve Resolution 08-87 Authorizing Creating of Paid Position of Director of Fire Service. Commissioner Gallo seconded the motion and the roll call vote was unanimous and in the affirmative.

Resolution 08-88, Authorizing Disposal of Inventory- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 08-88 to dispose of inventory. The roll call vote was unanimous and in the affirmative.

Resolution 08-89, Authorizing Budget Transfers in 2008 Budget- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 08-89 to authorize budget transfers in the 2008 budget. The roll call vote was unanimous and in the affirmative.

Resolution 08-90, Adoption of the Temporary Budget for 2009- A motion was made by Treasurer Pantalone and seconded by Secretary Mammucari to approve Resolution 08-90, adopting the temporary budget for 2009. The roll call vote was unanimous and in the affirmative.

Resolution 08-91, Canceling Unexpended Balances for 2008- A motion was made by Secretary Mammucari and seconded by Commissioner Passarella to approve Resolution 08-91, canceling unexpended balances for 2008. The roll call vote was unanimous and in the affirmative.

Resolution 08-92, Notice of Solicitation of Qualifications for Professional Services- A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to approve Resolution 08-92, Notice of Solicitation of Qualifications for Professional Services. The roll call vote was unanimous and in the affirmative.

Resolution 08-93, To Set Meeting Dates for 2009- Commissioner Gallo motioned to approve Resolution 08-93 to set meeting dates for 2009. The motion was seconded by Secretary Mammucari with the roll call vote unanimous and in the affirmative.

Resolution 08-94, Authorizing State Contract for Warnock- Treasurer Pantalone motioned to approve Resolution 08-94 authorizing state contract for Warnock Fleet. The motion was seconded by Commissioner Gallo with the roll call vote recorded as follows:

Commissioner Gallo, yes
Secretary Mammucari, no
Treasurer Pantalone, yes
Commissioner Passarella, yes
Chairman Sirolli, yes

Resolution 08-96, Approving Contract for Employee- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 08-96, approving contract for employee; for the position of Director of Fire Service. The roll call vote was unanimous and in the affirmative.

Resolution 08-97, Authorizing Hiring of Permanent Full Time Director of Fire Service- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 08-97, authorizing the hiring of a permanent full time Director of Fire Service. Michael Saraceni was

announced to be the individual hired for this position. The roll call vote was unanimous and in the affirmative.

Resolution 08-98, Authorizing Disposal of Surplus Inventory- Secretary Mammucari motioned to approve Resolution 08-98, authorizing the disposal of surplus inventory. The motion was seconded by Commissioner Passarella and the roll call vote was unanimous and in the affirmative.

FIRE COMMISSIONER'S REPORT:

Chairman Sirolli

Station 7 Capital Project Election- Chairman Sirolli stated that the Board will need to select a date to hold the special election. A motion was made by Treasurer Pantalone and seconded by Secretary Mammucari to hold the election on Wednesday, January 14, 2009 pending satisfactory title search. A brief discussion was held on the soil testing sample and location. This information was provided to the Board. All were in favor.

Feasibility Study for Station 3- Chairman Sirolli announced that this study was complete. ARH will provide a presentation after the first of the year, to the Fire District on the results of the study. Acting Chief of Department, Michael Scardino is scheduling the presentation.

Update on Station 3 Building - Present Conditions; See Letter from Engineer- According to the letter submitted by the engineer, the engine room bay area and downstairs area were assured to be safe. Chairman Sirolli stated that President Schlessinger was made aware of the update and given the option to relocate. President Schlessinger relayed to Chairman Sirolli that at the wishes of the members of Cedar Brook Fire Company, they will remain in the building on the engine bay side of the building. The Career staff will be relocated once the office staff is moved into the trailer. The Board was unsure where the career staff will be relocated. Letters were said to be sent to Stations 4, 8 & 9 for the consideration of housing the career staff on a temporary basis.

A small discussion ensued on the length of time Station 3's building is shored. The engineers extended the building shoring for an additional 6 months. The temporary office trailer was then addressed with an update provided by Administrative Clerk Pataky. Verizon was out earlier in the day concerning the phone installation. Verizon will install the T-1 line but needed the necessary cables for the line to be run. Administrative Clerk Pataky indicated that the install should take roughly one week.

Chesilhurst Agreement- Chairman Sirolli announced that the agreement was signed earlier in the day. Billing will take place as outlined in the agreement.

Resident Newsletter- Administrative Clerk Pataky spoke on a meeting held on mailing of a resident newsletter. The committee who met felt that a magnet should be enclosed with the newsletter in order to leave an impression with the resident. Pricing of \$6,600 was obtained for 20,000 magnets that would provide monthly smoke detector inspection dates, Fire department headquarter information and the emergency 9-1-1 number. The total newsletter project was estimated to be \$11,000. The pricing given was for color print. The Fire Commissioners agreed to proceed with the newsletter but not to include magnets. The Board will be provided a copy of the newsletter prior to print.

Public Education Task Force- Battalion Chief Rigberg reported on this area with a receptive response from the Home and School Association. Reading programs have been assigned to Firefighter C. Gordon by the direction of Captain Friend who has established the program.

*Paid Firefighter Salary/Fire Inspector Course-*Chairman Sirolli stated that he had addressed this matter with Firefighter Farinelli who was asked to have the union provide a proposal to the Board of Fire Commissioners for review.

*Release of Requisitions-*A spending plan of approximately \$50,000 was put together by the Chief on equipment to be purchased. It was the recommendation of Treasurer Pantalone and Chairman Sirolli to release the hold on spending so the requested equipment may be purchased. Chairman Sirolli then spoke on requisitions submitted by Captain Friend totaling \$15,000. It was his recommendation that these requisitions also be released. A motion was made by Commissioner Passarella and seconded by Commissioner Gallo to authorize the release of the requisition requests of \$50,000 for the Chief's Office and \$15,000 for the Fire Marshal's Office. All were in favor.

Table of Organization- Dennis Cook of the Department of Personnel (DOP) requested on behalf of his superiors, an updated table of organization both on volunteer and career side. This information was needed prior to the DOP advising who could take the promotional exam for officer positions. The tables were sent December 16th to his attention. Once Mr. Cook reviews the information, he will provide the department with the promotional exam information.

Health Care Benefits- Chairman Sirolli discussed the option of looking into healthcare benefits at a better cost. All plans comparable to what the District currently provides was significantly more expensive. He then advised the Board of his telephone conversation with Tess Pino of the Township Municipal Building on the option of the Fire District becoming self insured. This was said to be an option but would need a self assessment performed on each employee. The State of New Jersey Healthcare Benefits Division would perform such assessment. After the assessment, the information would be turned over to Atlantic Care for pricing. To proceed with an assessment, the state is requesting \$2,000 per plan; at four (4) plans, the Fire District would need to pay \$8,000 to have the reports done. Chairman Sirolli stated that without such report, there would be no way to determine the costs to go self insured. The Board addressed this area as non competitive as there were less than fifty (50) employees. Chairman Sirolli recommended staying with the current plan of healthcare benefits while actively pursuing having the school board join the Fire District's attempts in a better healthcare plan. Administrative Clerk Pataky indicated that the school board goes out for bid for healthcare.

Michael Passarella

Shared Services- Nothing new reported. Commissioner Passarella then addressed the Fire District taking over Chesilhurst for area coverage and wanted to publicize this fact.

Lou Pantalone

LOSAP- Treasurer Pantalone reminded those present that two (2) weeks were remaining until the end of the year for LOSAP points.

Secretary Mammucari

Nothing reported.

Commissioner Gallo

Nothing reported.

Administrative Clerk Pataky

Nothing reported.

CHIEF OF FIRE DEPARTMENT:

Fire Chief Report- A copy of the report was provided to the board.

Discussions

Maternity Leave, Paternal Leave, Changes to F.M.L.A. - Tabled until January's meeting.

Evaluation of Station 3- Addressed earlier in the meeting.

Site Assessment Reports of Station 3 & 7- Discussed and updated.

Captain Pantalone Stepping Down- Correspondence provided to Board members.

Justification for Station Cuts-End of Year- Documentation provided in binders.

End of Year Spending Plan- Approved earlier during the meeting.

December Budget Message- Provided in binders.

Applicant Backgrounds- Information sent via email.

We Deliver Report- Report provided by Firefighter Silcott for review. Battalion Chief Rigberg provided an explanation.

Neighbor Complaint- Chairman Sirolli stated that the Chief and Station Captain provided an outstanding investigation. A letter was sent to the Mayor and resident providing clarification.

Nextel Versus Verizon- Verizon trial phones were used in the areas of the town that have poor phone reception. In these areas, overall, the phones performed well. The Chief indicated earlier in the day that he was 90% sure of a switch to Verizon. Chairman Sirolli asked that the Chief provide a cost analysis and evaluation to the Board prior to switching phone plans.

Rich Ostermueller Jr. Stepping Down, Request to Purchase Helmet- A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to approve the request of Rich Ostermueller Jr. to purchase the leather helmet that he was issued at a reduced cost. All were in favor.

Life Membership- Dominic Pallante- Chairman Sirolli did not have an issue with the request as Dominic Pallante contributed 20 years with the Department. This request will be brought to the Award's

Ceremony so that he may receive his plaque for 20 years of dedicated service. Firefighter Pallante will also receive his corresponding LOSAP points.

Pandemic Committee- Correspondence provided in binders.

Kessler Hospital Meeting 12/1/08- Chariman Sirolli stated that the Chief attended the meeting at Kessler Hospital in hopes of trying to save the hospital. Winslow EMS Chief Midure was also in attendance at the meeting.

Platoon A Working Fire 303 Pennington Ave.- Chairman Sirolli commented on the email from the Chief concerning the outstanding job of Platoon A during the all hands fire at 303 Pennington Ave. On behalf of the Board, Chairman Sirolli thanked Lt. Sickler and the members of Platoon A: Firefighter Lewellen, Mixner, Monzo and Silcott.

Elm Lake Dam Replacement- Information provided to the Board.

*Station 3 Out of Service- Covering Ladder 2534 with Career Staff-*Battalion Chief Rigberg indicated that this area was handled, providing the names of the individuals who are now ladder qualified to the Board.

Camden County Hero Scholarship Fund- Information provided to the Board.

Deputy Chief Report

Deputy Chief Haines' report was provided to the Board.

BATTALION CHIEF:

Battalion Chief Rigberg provided reporting information on the career staff's activity during the time period of 11/16/08 through 12/15/08. An information Management Division Report was also provided for the month of November 2008.

ACTING FIRE MARSHAL'S REPORT:

Captain Friend stated that he is attempting to collect fees for registrations that have not been paid and violations issued. Captain Friend then addressed the securing of Knox Boxes around Winslow Township. Then mentioned was the upcoming training.

NEW BUSINESS:

Chairman Sirolli made mention of the Firefighter I graduates in December.

OLD BUSINESS:

None.

INSURANCE CLAIMS:

None.

MEMBERSHIP APPLICATIONS:

None.

COMMENTS BY FIRE COMMISSIONERS:

None.

POLICE LIAISON:

None.

PUBLIC PARTICIPATION:

None.

CLOSED SESSION:

A motion was made by Commissioner Gallo and seconded by Secretary Mammucari to approve Resolution 08-95, Authorizing Closed Session. The roll call vote was unanimous and in the affirmative. The recorded time was 9:40 p.m.

RETURN FROM CLOSED SESSION:

A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to return from closed session at 10:00 p.m. All were present. ****The minutes reflected in closed session will be disclosed once matters are resolved**.**

ADJOURNMENT OF MEETING - A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to adjourn the meeting at 10:01 p.m. Chairman Sirolli adjourned the meeting.

Prepared by: pj
Reviewed by: VJM
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