



Winslow Township Fire Department



June 25, 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

OPENING OF MEETING:

Vice Chairman Passarella called the meeting to order at 6:30 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, absent

OTHER OFFICIALS PRESENT:

Acting Chief Michael Scardino, Winslow Township Fire Department
Battalion Chief Marc Rigberg, Winslow Township Fire Department
Captain Friend, Winslow Township Fire Department
Lorraine Pataky, Administrative Assistant to the Fire Chief

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. Vice Chairman Passarella announced where the emergency exits were.

Administrative Office

9 Cedar Brook Road • Sicklerville, New Jersey 08081
609-561-4225 • FAX 609-561-5823 • E-mail firedistrict@winslowtwpfd.org

One agenda was provided for the Workshop/Regular Monthly Business meeting. Vice Chairman Passarella asked that the Chief brief the board on his list of discussions.

Regional Fire Department- Chief Scardino advised that he had met with several surrounding town Chiefs, for an exploratory meeting to identify interests of combining services that would significantly benefit each fire department in sharing costs. Example items included but were not limited to bids for servicing fire apparatus, air packs, and other bid items. Chief Scardino explained that the thought was that if a larger number of items were listed to bid on, each department would have a savings. A follow up meeting is being scheduled with the presence of Solicitor Braslow. Chief Scardino then stated that he was not looking to create an actual Lower Camden County Fire Department, but felt that if each department is spending money on equipment and preventative maintenance, then everyone would benefit in saving money. Many legal questions would need to be answered. Chief Scardino stated that he was very pleased at the overall interest.

Additional Fill In Firefighters- Chief Scardino explained that his office had sent correspondence to the Stations requesting anyone interested in filling in as firefighters, submit their request in writing. The Chief felt that it was important to re-establish the list as vacations, sick time, and injuries can occur with the career staff.

Gold Leaf for George Taylor- Chief Scardino advised the board that the gold leaf for former commissioner, George Taylor, was ordered. The special order was explained to not process unless confirmation is signed off on. Chief Scardino further explained that due to a problem in the email process, our office never received the email, collected as spam, so the order needed to be re-processed. The plaque will be ordered once the gold leaf is received.

Career Fire Inspector Course- Chief Scardino announced that fire inspector courses will not be scheduled until the new curriculum is debuted. A train the trainer course will need to be scheduled prior to listing course announcements. A fall semester was projected. The Career Staff were informed of such. Board members will be kept informed.

Softball Game July 5, 2008 Refreshments- Firefighter Darren Smith, with the help of Donna Iullucci, is organizing a softball game to be held on 5 July 2008. Two (2) fire stations volunteered to donate \$100 toward refreshments for the day. Other stations may also donate money toward refreshments. A request was made to the Board to help fund refreshments for the day should the other stations not participate. Chief Scardino then commended Darren Smith of Station 7 for heading and organizing the Department softball team. The Chief further commented that Darren was helping to improve morale and build relationships between the stations.

Fireworks- Fireworks were announced to be scheduled on Saturday, 5 July 2008 at Winslow's Middle School. Chief Haines was said to be handling coverage for the event. Two light towers will be in attendance. The township was said to be saving money due to the event being held the day after the 4th of July. Chief Scardino will be working in the field to ensure Fire Safety. Chief Scardino then requested the Board waive the \$331 fire works permit fee for the Township. The Board advised that this topic was entertained for motion during New Business of the Regular Monthly Business Meeting portion of the meeting.

Station 7 Door- Chief Scardino stated that an investigation was performed on the damage of the door with the outcome revealed as a faulty operator. Parts were mentioned to be ordered (full door and

operator replacement). The insurance carrier was contacted and will be providing their final disposition of coverage.

Station 3 Security- One of Station 3's doors were reported to be left open. The Chief reported that the office has yet to receive half of the information. Each Career Staff member was interviewed with the investigation process still open. A full report will follow as soon as more information is received. Chief Scardino then spoke on a problem with the office double glass doors. The Chief then reported on the re-key project handled by the help of Lorraine Pataky. In connection with re-keying and alarming the building, the Chief requested that the kitchen be taken out of the initial arming process as the Career Staff are still in the building until 6:00 p.m. and may need to get back in after the Office Staff leave. A small discussion was held that President Rosenberg was to work with the Chief in a FOB system.

Use of Station 4 and 9- Letters were sent to the two Stations requesting the use of their building for the Career Staff for showers and cooking. To date, no response was received.

Fuel Costs- Due to gas prices, the fuel line is down \$19,000 of the \$28,000 budgeted for the year. A Chief's Order was issued, and Battalion Chiefs were asked not to respond unless dispatched. Everyone was said to be conserving as necessary without jeopardizing calls. The treasurer will need to review line items at the end of year. A Chief's meeting was scheduled and will be discussing Response Boxes.

Rich Petkevis Raise (Fire Inspector)- The Board was notified that Lt. Petkevis completed and passed the Fire Inspector course and will be receiving a raise at the Fire Inspector level.

Career Staff Administrative Duties- Administrative duties will be addressed during closed session.

Electronic Documentation Storage- Commissioner Gallo discussed setting up the server with a folder of documents that are in latest, pending, draft format, for Board members to read only. The Commissioner also asked if a final copy of a document area could be set up on the server. Vice Chairman Passarella advised that he was not familiar with the computer system and could not answer that question. Staff member, Lorraine Pataky, understood Commissioner Gallo's concerns, but that setting up a folder such as this, and saving documents to multiple areas, will add confusion. This topic is tabled for discussions at the next Workshop Meeting.

Safer Grant- Chief Scardino advised that when he initially looked into the Safer Grant, he thought that it was for funding LOSAP. This grant was not for funding LOSAP but for establishing LOSAP. A small discussion was held on the 2005 FEMA Grant, with Chief Scardino advising that he had received a call from Congressman Andrew's office who would like to see the grant closed soon.

Firefighter EMT Course- Captain Friend advised that he was approached by a firefighter, who was interested in taking the initial EMT course. The cost of the course was mentioned to be \$550 per person. Two (2) members were sent to another course (to keep their EMT certifications). The Board will need to consider changing the policy that is currently in place. This topic was tabled for the next workshop meeting for further discussions.

Cedar Brook Storage- Commissioner Mammucari questioned the usage of Cedar Brook Storage. He was advised that the Fire District initially stored the 4" LDH hose from the bid last July. The hose was

placed in stations but additional equipment is currently being stored there for storage space and security purposes. This topic was tabled for the next workshop meeting.

ADJOURNMENT:

Vice Chairman Passarella entertained a motion to adjourn the meeting to commence the monthly meeting. A motion was made by Pantalone to adjourn the meeting at 7:22 p.m. Commissioner Mammucari seconded the motion. All were in favor.

Prepared by: pj
Reviewed by: VJM

P:\minutes\workshop\june25.08