



# *Winslow Township Fire Department*



August 13, 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:

Chairman Sirolli called the meeting to order at 6:35 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

#### OTHER OFFICIALS PRESENT:

Acting Chief Michael Scardino, Winslow Township Fire Department  
Battalion Chief Marc Rigberg, Winslow Township Fire Department  
Captain Friend, Acting Fire Marshal  
Lorraine Pataky, Administrative Clerk

#### 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.

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#### **Administrative Office**

9 Cedar Brook Road • Sicklerville, New Jersey 08081  
609-561-4225 • FAX 609-561-5823 • E-mail [firedistrict@winslowtwpfd.org](mailto:firedistrict@winslowtwpfd.org)

**Chairman Sirolli**

*Volunteer Benefits* – Budgeting information was provided for the years 2005-2008. To date, the grand total of benefits provided to the volunteers showed an increase of \$150,146, since 2005. Chairman Sirolli was disappointed to hear that some of the stations will not be attending the department picnic. LOSAP and insurance were two benefits pointed out to be paid to the volunteers.

*Chesilhurst* – Chief Scardino had reporting information to provide to Board members during executive session discussions.

**Vice Chairman Passarella**

*Fire Stations*- An assessment of the building is currently under way. Acting Chief Scardino asked Commissioner Mammucari to see if 253 has an existing survey of Station 3's property.

*Department Picnic*- A department picnic is reserved to be held Saturday, September 6, 2008 between the hours of 12-6 p.m. The accommodations will include a DJ, food, pig roast, swimming, fishing, and beer. Chairman Sirolli reiterated that the District could not pay for beer. An email will be sent to the presidents advising same. The condition of having beer at the picnic was noted to be that Great Times Day Camp would have to serve it.

*Military Leave (BC Rigberg)*- To be addressed during executive session.

**Treasurer Pantalone**

*Bills from Liz Garcia*- Commissioner Pantalone addressed invoices from Parker McCay. A discussion ensued on issues that could be directed to Solicitor Braslow for review. Commissioners Pantalone and Sirolli will meet to review invoices being billed to the Fire District from Parker McCay.

**Secretary Mammucari**

*Nothing.*

**Assistant Sec./Treasurer Gallo**

*Long Range Planning Committee*- Commissioner Gallo reported that he is formulating a core committee and would have help from Captain Ebner. Commissioner Gallo advised that President Rosenberg presented an issue as he anticipated being on the committee as well.

*Shared Services*- A small discussion ensued on shared services and the lack of interest from the township. Mayor Metzner will be approached on the matter.

**Administrative Clerk Pataky**

*Electronic Documentation Storage*- Administrative Clerk Pataky reported on the information found on storing documents to a shared drive. A shared drive will be configured so that policys, orders, bulletins, will be stored there for everyone to see.

*Atlantic City Expressway Fees*- Mrs. Pataky made contact with Egg Harbor Township to discuss the fee structure. As a result of that conversation, Egg Harbor Twp's administrator advised that they have not received funds from the SJTA based upon their new fee schedule yet. She will follow up in a month again with Egg Harbor Twp.

*Newsletter-* The Board was provided a breakdown of pricing for a township newsletter. The costs were estimated to be \$4,717.20. The board agreed to proceed with a newsletter pending costs involved.

*2009 Insurance-* Mrs. Pataky reported on 2009's insurance. She explained that there is an upcoming meeting scheduled between herself and representatives from Conner Strong regarding the potential of insurance costs going up 30% for next year.

### **Acting Chief Scardino**

*Duty Crew-* The Board was provided with an update on the duty crew program. Each Board member was also given a copy of a duty crew checklist developed. A conversation was then held on how all but one station contributing to duty crew.

*Gold Leaf Shield (Taylor)-* The shield was delivered to the District Office and sent to Paul's Trophy for the plaque.

*Storage Unit-* Chief Scardino advised everyone that a small unit was rented from Cedar Brook Storage in lieu of the large one they currently were renting.

*Engineer for Station 3/Structural Repair-* Acting Chief Scardino provided information forwarded to BC Rigberg and Lt. Petkevis advising that the engineer will return on Friday, August 15<sup>th</sup>, 10:00 a.m. to perform a detailed analysis/examination of Station 3 building. Instructions were given on the removal of ceiling tiles for the meeting room, and a member to assist the engineer and provide help in what is necessary.

*Radio Equipment Request-* Chief Scardino provided written documentation from Deputy OEM Joe Bigwood and Lt. Perrone of Winslow Police Dept., requesting radios. The decision was to donate eight (8) radios to the police department, two (2) to public works, and two (2) to OEM.

*Awards-* Board members were each given a copy of the memorandum supplied to the commissioners working with station presidents advising that a policy exists within the department. Nomination forms were duly adopted.

*Wildwood Weekend-* The topic was briefly addressed with arrangements to be made for coverage.

*Career Firefighter & Officer Fill In List-* A fill in list has been developed and submitted by the Unit.

*WTFD Op Guide – Career Batt. Chief Position Duties and Responsibilities-* A copy of an operational bulletin developed by Acting Chief Scardino was provided to each Board member. The guide became effective August 4, 2008.

### **Battalion Chief Report**

*Nothing reported.*

**Acting Fire Marshal's Report**

*Firefighter EMT Course*-Board members reviewed the request submitted by Acting Fire Marshal Friend. The Board agreed to approve the request with the condition of the course being held at the Fire District Office.

ADJOURNMENT:

Chairman Sirolli entertained a motion to adjourn the meeting at 7:57 p.m. A motion was made by Commissioner Pantalone and seconded by Commissioner Gallo. All were in favor.

Prepared by: pj

Reviewed by: LLP

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