



Winslow Township Fire District #1



September 24, 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 Courtroom

OPENING OF MEETING:

Chairman Sirolli 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, present

OTHER OFFICIALS PRESENT:

Acting Chief Michael Scardino, 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.

Administrative Office

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

Chairman Sirolli

Office Trailer-The Board addressed the progress of the office trailer. Quotes were being sought for the water/sewer hookups.

Feasibility Study of Station 3– Board members reviewed a quote provided by Adams, Rehmann, and Heggan (ARH) to perform an analysis to determine the opportunities and constraints for the use of Cedar Brook Fire Station as a Headquarters for the Winslow Township Fire Department. Should an analysis be performed, this will determine the available space to rebuild the present fire station, preserving the existing garage and whether a second story can be added to the current building. The quote included a site evaluation in the amount of \$3,750.00, building evaluation at an estimate of \$3,000.00, the existing foundation evaluation estimated at a cost between \$7,000.00 to \$8,000.00, and soil borings and foundation examinations estimated at \$2,500.00. The board decided to entertain a motion during the monthly meeting to be held later during the evening, to proceed with a site evaluation.

Support Staff Contract- This topic will be presented during the monthly meeting for a motion to proceed in negotiations.

Bill from ARH for Shoring- Board members reviewed the bill from ARH for the shoring of Cedar Brook Fire Company's building. The amount of the invoice was \$30,938.93. The Board asked that Administrative Clerk Pataky submit the bill to the insurance company.

Vice Chairman Passarella

Shared Services- No report.

Fire Stations- Station 7's contract/ARH Assessment of Building- Commissioner Passarella announced that members of Station 7 will be attending the monthly meeting to present their concerns for the acquisition of the building.

Treasurer Pantalone

LOSAP- Treasurer Pantalone reminded members that there were only a few months left to acquire LOSAP points.

Secretary Mammucari

Office Trailer- Secretary Mammucari spoke on the progress being made on the trailer. He is currently obtaining quotes for water/sewer hookups for the office trailer.

Assistant Sec./Treasurer Gallo

Long Range Planning Committee- Commissioner Gallo advised that he is waiting to hear back reschedule a meeting. He then spoke on his meeting with Alan Binder who was very cooperative and provided business insight.

Administrative Clerk Pataky

Information Technology- Administrative Clerk Pataky announced that she is attempting to get quotes for relocating the server and CAT lines necessary to provide the transfer. This information is forthcoming.

Request for Proposals Relating to Banking Services- The Board reviewed the information provided by Administrative Clerk Pataky relative to banking services and the interest rates. Administrative Clerk Pataky explained that the Chairman had suggested going out for such proposal as this was done by the Township. After receiving a copy of the proposal from Mr. Dringus, Administrative Clerk Pataky made modifications of the RFP's specific to the District. The board decided to entertain a motion during the monthly meeting, to approve going out for request for proposals.

Acting Chief Scardino

2009 Budget- Acting Chief Scardino supplied the Board with budget funding justifications, a fire equipment request itemization and fire equipment breakdown. The board reviewed with this information, the Fire District Budget Financial Overview Revenue Analysis, the Abbreviated Detail Budget Account Status, and the Budget Preparation Worksheet. Board members will need to review this information in detail.

Battalion Chief Report

Due to Battalion Chief Rigberg's absence, no report was provided. It was noted that Battalion Chief Rigberg was excused from attending the meetings while he is enrolled in a training class for the semester.

Fire Marshal's Report

Captain Friend's report will be provided during the monthly meeting portion.

ADJOURNMENT:

Chairman Sirolli entertained a motion to adjourn the meeting to commence the monthly meeting. A motion was made by Commissioner Gallo to adjourn the meeting at 7:30 p.m. Commissioner Gallo seconded the motion. All were in favor.

Prepared by: pj

Reviewed by: VJM

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