



Winslow Township Fire District #1



September 23, 2009
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 7:30 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

DISTRICT OFFICIAL'S PRESENT:

Michael Scardino, Deputy Chief
James Haines, Deputy Chief
Marc Rigberg, Battalion Chief
Anthony Donio, Battalion Chief
Michael Passarella, Battalion Chief
Richard Iannaco, Battalion Chief
Frank Friend, Captain and Fire Marshal

OTHER'S PRESENT:

David Patterson, Solicitor

Administrative Office

9 Cedar Brook Road • Sicklerville, New Jersey 08081
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Fire Department Members:

Station 3 - Captain Maschke, President Schlessinger; Firefighters Klinewski, DiThomas, Schlessinger and Constantino

Station 4 - Captain Ebner, Lt. Fitzpatrick and Firefighter Ebersold

Station 6 - Lt. Mangaro, Lt. Tomlin and President Mangaro

Station 7 - Captain Smith, President Ottinger; Firefighters Jennett, Cortazzo, Schiavo, Beck, Cross and Gill

Station 8 - Captain Midure and Lt. Sedor

Station 9 - Firefighters O'Brien and Parzanese

Squad 25- Lieutenants Sickler, Silcott, Scullan; Firefighters Boettcher, Lewellen, Leach, Haas, and Farinelli

OPEN PUBLIC MEETING ANNOUNCEMENT:

Administrative Clerk Pataky 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. Administrative Clerk Pataky then indicated where the emergency exits were.

CERTIFICATES/AWARDS:

None.

OPENING OF DEPARTMENT MEETING:

Chairman Sirolli opened the Department Meeting and welcomed everyone. The first order of business dealt with the announcement of the selection of the director, Terrence Osborne. Detail was provided on the hiring process and ESCi's participation in the search for the Fire Director.

Resolution 09-66, Approving Contract for Employee- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to adopt Resolution 09-66 Approving Contract for Employee for Terrence Osborne. All were in favor.

Resolution 09-67, Authorizing the Hiring of Permanent Full Time Director of Fire Service- A motion was made by Commissioner Gallo and seconded by Treasurer Pantalone to adopt Resolution 09-67 authorizing the hiring of permanent full time Director of Fire Service, Terrence Osborne. All were in favor.

Director Osborne expressed his appreciation in being selected as Fire Director, and thanked everyone for welcoming him to the Department. He then spoke on his past employment, personal experiences and accomplishments and looked forward to a new beginning with the Department. Mr. Osborne was said to start employment with the Fire Department on October 5th.

Chairman Sirolli entertained a brief recess for Department members to meet Terry Osborne, and pose any questions they may have. A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to hold a recess at 7:50 p.m. All were in favor.

RETURN FROM RECESS:

The Board returned from recess at 8:05 p.m. All members were present.

Chairman Sirolli then spoke on the topic of 18 hour Staffing, advising that no changes would be made concerning the volunteers.

Captain Smith questioned dispatching concerns pertaining to his volunteers responding with no truck due to the Career Firefighters staffing the truck. He also had questions on how the responses would be set up on incidental calls. He was advised by Chairman Sirolli that the response boxes would remain the same and that the volunteers would be alerted at the same time the career staff is alerted. Chairman Sirolli expressed that the implementation of 18 hour staffing was not in any way to diminish volunteer firefighters; that it was their interest in encouraging them to continue responding to calls. Discussions were held on coverage needs.

Firefighters Tomlin and Jennett voiced their concerns, feeling that the volunteers will not be needed once the Career Staff moved to 18 hour shifts. Chairman Sirolli and Battalion Chief Rigberg explained that there will remain a need for the volunteers, which they would work beside the career staff during the hours mentioned, and the duty crew will remain in effect. Eighteen (18) hour shifts were said to commence on October 25th, starting at midnight (0000 hours) and ending six o'clock (1800 hours). A question answer session was held with regard to response boxes and the volunteer's concerns of changes that would take place once the implementation 18 hour shifts for the career staff. Board members, Battalion Chief Rigberg assured the members of the continued need for volunteers.

Captain Ebner spoke on the duty crew program instituted to aid response times between the hours of 1800 hours and 0000 hours. Chief Scardino addressed the crowd asking them "Why did they join the fire department?" and the focus should be on the 9-11 callers. He also questioned Captain Ebner about funds that were allotted in the 09 budget that were for an incentive program for Duty Crew. Also addressed was the attempt to revitalize an overnight pilot duty crew shift, and the many incentives the Fire District has setup to support the volunteers. Captain Ebner informed the Chief that nothing was done by the Duty Crew Committee to initiate this program.

Discussions then moved to Civil Solution updates for G.I.S. scheduled to begin October 1st with data box assignments to begin November 1st.

Accident of 8/29/09- Chairman Sirolli briefed everyone on the accident that took place with 2572 and a vehicle on August 29th involving Platoon C. The accident was said to be severe in nature with the driver of the other vehicle sustaining injuries, and the four (4) members of Platoon C treated and released. Many fire department members and Commissioners were available to help at the scene. The crew was said to have done an outstanding job in the extrication and the prevention of more severe injuries if they had not identified the vehicle prior to impact. Chairman Sirolli expressed that credit was well deserved to the platoon in slowing the apparatus down and remaining in the lane. On behalf of the Board, Chairman Sirolli commended the Platoon in their efforts which ultimately saved the driver of the other car's life.

MINUTES OF PREVIOUS MEETINGS:

A motion was made by Commissioner Gallo and seconded by Treasurer Pantalone, to approve the minutes of the following meetings:

July 22, 2009 Workshop Meeting - Correction to minutes
August 26, 2009 Workshop Meeting
August 26, 2009 Regular Monthly Business Meeting
September 9, 2009 Workshop Meeting

All were in favor.

TREASURER'S REPORT:

Payroll Transfer- Treasurer Pantalone made a motion to approve the payroll transfers for the month of August in the amount of \$89,000.00. Secretary Mammucari 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 September - Check #'s 13947 through 14076 totaling \$77,045.26. Commissioner Gallo seconded the motion. All were in favor.

Paychex Administration Fees- Treasurer Pantalone made a motion to approve the administration fees for the month of August in the amount of \$514.62. Secretary Mammucari seconded the motion and all were in favor.

Outstanding Invoices- One invoice involving the Borough of Chesilhurst was mentioned. Chairman Sirolli announced that he had requested Administrative Clerk Pataky to schedule a meeting with Deputy Chief Scardino, two (2) board members, the Mayor of Chesilhurst, and the Chief Financial Officer to resolve payment issues.

RESOLUTIONS:

09-65, Removal of Items from Inventory- A motion was made by Secretary Mammucari and seconded by Commissioner Passarella to approve Resolution 09-65 to remove items from inventory. The roll call vote was unanimous and in the affirmative.

FIRE COMMISSIONER'S REPORT:

Fire District Administrative Office/Station 3 Evaluation- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to allow J.E. Rosenkrantz to perform a six month evaluation of the building. All Board members were in favor.

Fire Commissioner reporting information was conducted during the Workshop Meeting.

DEPUTY CHIEF SCARDINO'S REPORT:

Monthly Fire Marshal's Report – Deputy Chief Scardino provided a report on meetings attended during September, the coverage of BC Rigberg during military leave, equipment purchasing and maintenance. Inspections entailed registrations, smoke detector inspections, state updates, penalty notices for non payment of annual invoicing of Non-Life businesses, variance letters, permits issued, Knox Box lock-ups, periodic inspections, and an OG on Fire Protective System Impairments.

Detail was then provided on significant inspections of all Winslow Township Schools, Warren Distribution Co, KOP Technical, The Fountains, Brigalias, and Binder Machinery.

A report was then provided on the progress of Fire Prevention, October 10, 2009 and that this year a commercial will be televised announcing the festival. Deputy Chief Scardino notified Department members that he will need additional help during the event.

Deputy Chief Scardino then briefed the board on Chesilhurst's facility, letters and correspondence sent, and training activities.

DEPUTY CHIEF HAINES' REPORT:

Deputy Chief Haines addressed the events between the dates of August 25th through September 17th. Three significant calls were noted. DC Haines then announced that Brian Tomlin was appointed as Acting Lieutenant while Lt. Mangaro is on medical leave.

BATTALION CHIEF'S REPORT:

Battalion Chief Rigberg provided the Operation's Division Career Staff Activity listing response activity, eleven (11) significant calls for the month, and several meetings that he attended. Training activity for the career staff entailed 154 combined hours in August, with a combined year to date training hours of 1556. Also mentioned was a Specialized Training Activity at the Camden County Fire Academy for Hazardous Material IQ with attendees DC Scardino, Lt. Silcott and Firefighters Barry and Farinelli.

Battalion Chief Rigberg reported on fire prevention, public education, career day events and a puppet show, smoke detector/carbon monoxide inspections and fire code inspections (periodic and re-inspections). Also mentioned were the many community events covered by the Career Staff.

Activities involved the Knox Program, apartment packs, hose divider (2531 and 2581 – complete), preplan/CAD, eBay, Asset Trax, cost recovery (Chesilhurst), G.I.S., PPE inventory/Conex organization, apparatus qualifications, public relations events, large area search and suppression system programs, stand pipe operations, sprinkler building operations, FD foam assessment, and movement of apparatus to service centers for maintenance.

He then advised that there were 142 incident responses from the Winslow Township Fire Department of which 128 were within the boundaries of Winslow Township; 14 were mutual aid.

Battalion Chief Rigberg also provided shift reports from 01 January 09 through 31 August 09 for the shifts of 0000-0559 hours and Non Response Data from January 09 through June 09.

TRAINING REPORT:

Board members were provided with Captain Friend's monthly training report. Department drills for September consisted of Rolling Responses for Battalions 1 and 2. Duty Crew training was mentioned to be online and I-100 and I-700 training and CPR training when instructors are available. Department training for October will be at the Burn Building.

Captain Friend then addressed the training files with a report of members that are missing certifications. He then advised that members who are missing Incident Management Systems I-100, I-700 and level I-200 will be contacted for a copy of their certification or schedule them in the next available class.

Captain Friend mentioned that he was covering Fire Marshal and Battalion 25 duties while Deputy Chief Scardino and Battalion Chief Rigberg were off. He also mentioned the CPR training he supplied to the Police Department, and the inventory of SCBA packs and bottles during the annual flow testing that was performed.

NEW BUSINESS:

Station 7 Renovations- Two quotes were received by the Fire Department to perform renovations to Station 7's building. After a brief discussion, a motion was made by Treasurer Pantalone and seconded by Commissioner Passarella, to award the contract to the lowest vendor, Ronald Sirolli Construction, to perform the renovations to Station 7's building. Treasurer Pantalone made mention that the quote was \$800 lower than the second quote. Chairman Sirolli abstained from the vote due to a conflict of interest. All other Board members were in favor of Ronald Sirolli Construction performing the work.

Volunteer Line Officer Appointment - Board members were provided with an appointment schedule for the volunteer line officers. Chairman Sirolli recommended tabling discussions and approval until Director Osborne begins employment and has the opportunity to review the information. A motion was made by Commissioner Gallo and seconded by Treasurer Pantalone to table discussions for a Workshop Meeting. All were in favor.

Duty Crew Policy (2009-03) Amendment- A motion was made by Commissioner Passarella and seconded by Commissioner Gallo to approve the amendment to the Duty Crew Policy as presented. All were in favor.

Format of Contract for Station 3- Commissioner Passarella presented the contract format for Station 3 that Solicitor Patterson revised. Solicitor Patterson suggested tabling the motion until Station 3 had a chance to review the contract with their Solicitor. A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to table discussions. All were in favor.

Minutes of Accident Review Panel- Board members were provided a copy of the minutes of the accident review investigation pertaining to the accident of August 29th. A motion was made by Secretary Mammucari and seconded by Commissioner Passarella to approve the minutes as a part of the meeting. All were in favor.

OLD BUSINESS:

None.

INSURANCE CLAIMS:

Four insurance claims were reviewed.

MEMBERSHIP APPLICATIONS:

None.

MEMBERSHIP CHANGE IN STATUS:

Membership Re-Activation:

None.

Associate Member(s):

None.

COMMENTS BY FIRE COMMISSIONERS:

None.

POLICE LIAISON:

None.

PUBLIC PARTICIPATION:

Battalion Chief Iannaco congratulated Waterford Fire Company in taking first place at the NJ Firemen's Convention for Best Appearing Antique. All present applauded.

CLOSED SESSION:

A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-68, Authorizing Closed Session. The roll call vote was unanimous and in the affirmative. The recorded time was 8:05.m.

NATURE OF CLOSED MEETING:

Solicitor Patterson announced that closed session discussions involve personnel and contract matters.

RETURN FROM CLOSED MEETING:

A motion was made by Commissioner Passarella and seconded by Commissioner Gallo to return from closed session at 8:59 p.m. All were present.

ADJOURNMENT OF MEETING: A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to adjourn the meeting at 10:00 p.m. Chairman Sirolli adjourned the meeting.