



# *Winslow Township Fire District #1*



January 28, 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 7:50 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, Acting Chief of Department  
Marc Rigberg, Battalion Chief  
Frank Friend, Captain and Fire Marshal  
Lorraine Pataky, Administrative Clerk

### OTHER OFFICIALS PRESENT:

### OPEN PUBLIC MEETING ANNOUNCEMENT:

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

**Administrative Office**

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9 Cedar Brook Road • Sicklerville, New Jersey 08081  
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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.

MINUTES OF PREVIOUS MEETINGS:

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

- December 17, 2008 Workshop Meeting with Presidents
- December 17, 2008 Regular Monthly Business Meeting
- January 14, 2009 Workshop Meeting
- January 14, 2009 Public Hearing
- January 14, 2009 Special Meeting, Station 7 Capital Project

All were in favor.

TREASURER'S REPORT:

Payroll Transfer- Treasurer Pantalone made a motion to approve the payroll transfers for the month of December in the amount of \$75,397.39. 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 January - Check #'s 12815 through 12914 totaling \$42,330.13. Chairman Sirolli announced that he was abstaining from reimbursement check #1587. 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 December in the amount of \$698.02. Commissioner Passarella seconded the motion and all were in favor.

Outstanding Invoices- The Board reviewed the list of five (5) outstanding invoices.

RESOLUTIONS:

Resolution 09-4, Auth. Award of Contract Relative to Veh. Repair Agreement to Township of Winslow - Commissioner Passarella made a motion to approve Resolution 09-4 to award the contract relative to vehicle repairs to the Township of Winslow. Treasurer Pantalone seconded the motion and the roll call vote was unanimous and in the affirmative.

Resolution 09-5, Designating Eye Care Physician- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 09-5, designating Dr. Scott Ellis as the eye care specialist for 2009. The roll call vote was unanimous and in the affirmative.

Resolution 09-7, Authorizing Appointment of Special Legal Counsel for 2009/2010- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-7, authorizing the appointment of Parker McCay as Special Legal Counsel for 2009. The roll call vote was unanimous and in the affirmative.

Resolution 09-8, Designating Fire Official- A motion was made by Commissioner Gallo and seconded by Commissioner Passarella to approve Resolution 09-8, designating Winslow Township Fire District and Camden County Fire Marshal's Office as the designated Fire Official for 2009. The roll call vote was unanimous and in the affirmative.

Resolution 09-9, Authorizing Award of Contract for GIS Consulting Coverage- A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to approve Resolution 09-9, authorizing award of contract for GIS consulting to Civil Solutions. The roll call vote was unanimous and in the affirmative.

Resolution 09-10, Authorizing Appointment of Auditor for 2008/2009-A motion was made by Treasurer Pantalone and seconded by Secretary Mammucari to approve Resolution 09-10, appointing Bowman and Company as auditor for the 2008/2009 year. The roll call vote was unanimous and in the affirmative.

Resolution 09-11, Authorizing Professional Services for Engineer- Treasurer Pantalone motioned to approve Resolution 09-11, appointing Adams, Rehmann, and Heggan as engineer for 2009. The motion was seconded by Commissioner Passarella with the roll call vote unanimous and in the affirmative.

Resolution 09-12, Authorizing Professional Services for Special Projects Engineer- Treasurer Pantalone motioned to approve Resolution 09-12 appointing Adams, Rehmann, and Heggan as special projects engineer. The motion was seconded by Commissioner Gallo and the roll call vote was unanimous and in the affirmative.

Resolution 09-13, Acknowledging Eligible LOSAP Participants for 2008- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 09-13, acknowledging eligible LOSAP participants for 2008. The roll call vote was unanimous and in the affirmative.

Resolution 09-14, Authorizing Award of Contract for Insurance Coverage- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 09-14, appointing Conner Strong as Insurance Risk Management Consultants for 2009. The roll call vote was unanimous and in the affirmative.

Resolution 09-15, Designating Surety Bonding for Commissioners- Commissioner Passarella motioned to approve Resolution 09-15, designating surety bonding. The motion was seconded by Treasurer Pantalone and the roll call vote was unanimous and in the affirmative.

Resolution 09-16, Authorizing Approval and Payment of Claims- Commissioner Gallo motioned to approve Resolution 09-16, authoring approval and payment of claims. The motion was seconded by Commissioner Passarella and the roll call vote was unanimous and in the affirmative.

Resolution 09-17, Designating Chaplain- A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to approve Resolution 09-17, appointing Reverend Hugh Bradley as Chaplain for 2009. The roll call vote was unanimous and in the affirmative.

Resolution 09-18, Designating Medical Provider- A motion was made by Secretary Mammucari and seconded by Treasurer Pantalone to approve Resolution 09-18, appointing US Healthworks as the medical provider for 2009. The roll call vote was unanimous and in the affirmative.

Resolution 09-19, Designation of Official Newspaper for Publications for 2009/2010- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve the Courier Post for the posting of legal advertising, and the Courier Post and Record Breeze for the posting of editorial notices for 2009. The roll call vote indicated the following:

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

#### **FIRE COMMISSIONER'S REPORT:**

##### Chairman Sirolli

*DOP Course Announcement-* A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to open a second appointed Battalion Chief position and waive the examination. All were in favor.

*Director of Fire Service-* A motion was made by Commissioner Gallo and seconded by Commissioner Passarella to hire ESCi, Consultants, Option A, in the amount of \$15,887.00, to provide research and recommendations for a Director of Fire Service pending solicitor approval. All were in favor.

#### **ACTING CHIEF'S REPORT:**

Each Board member were given a copy of the Chief of Department, Acting, Michael Scardino's report for review.

#### **DEPUTY CHIEF REPORT:**

Deputy Chief Haines' report was provided to the Board.

#### **ACTING FIRE MARSHAL'S REPORT:**

Captain Friend provided a copy of his report to the Board.

#### **NEW BUSINESS:**

Treasurer Pantalone announced that duty crew checks will now be available the fourth Thursday of each month.

Treasurer Pantalone also announced that the LOSAP appeal process begins today with the 30 day appeal process to terminate on March 3<sup>rd</sup>. Thus far, one volunteer submitted an appeal.

*Staffing* - Commissioner Gallo motioned to proceed with obtaining facts for 24 hour staffing. Treasurer Pantalone seconded the motion and all were in favor. Chairman Sirolli asked that a committee be formulated to begin the process of discussions of Station 7 and the career staff.

OLD BUSINESS:

None.

INSURANCE CLAIMS:

None.

MEMBERSHIP APPLICATIONS:

A motion was made by Treasurer Pantalone and seconded by Commissioner Mammucari to approve the membership applications of the following individuals:

Jacob Hovatter, Station 9  
Jason Brown, Station 7  
George W. Hewitt, Station 6  
George W. Hewitt III, Station 6

Paul Lower, Station 7  
Andrew Czarkowski, Station 8  
Cheron Gamble, Station 7

All were in favor.

COMMENTS BY FIRE COMMISSIONERS:

Chairman Sirolli asked the Chief to reach out to the Department Officers in order to obtain a list of short term objectives and goals while the Long Range Planning Committee is launching the Department's long term goals. He asked for this information to be assembled for discussion at the Department Meeting to be held in February.

POLICE LIAISON:

None.

PUBLIC PARTICIPATION:

Firefighter Farinelli, representative of the Collective Bargaining Unit, requested the Board consider compensating the firefighters for obtaining the fire inspector course. Chairman Sirolli stated that this matter is being addressed in executive session.

CLOSED SESSION:

A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 08-20, Authorizing Closed Session. The roll call vote was unanimous and in the affirmative. The recorded time was 8:30 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 Gallo and seconded by Treasurer Pantalone to adjourn the meeting at 9:30 p.m. Chairman Sirolli adjourned the meeting.

Prepared by: pj  
Reviewed by: VJM  
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