

**December 16, 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 Fire District Administrative Office

**OPENING OF MEETING:**

Chairman Sirolli opened the meeting at 7:31 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:**

Terry Osborne, Director  
Michael Scardino, Deputy Chief  
Jimmy Haines, Deputy Chief  
Marc Rigberg, Battalion Chief  
Anthony Donio, Battalion Chief  
Richard Iannaco, Battalion Chief  
Michael Passarella, Battalion Chief  
Frank Friend, Captain

**OTHER'S PRESENT:**

Solicitor Joe Audino, Solicitor Filling in for Solicitor Patterson

**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.

**RESOLUTION**

09-85, To Authorize the Hiring of Full-Time Firefighter- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-85 to authorize the hiring of full-time firefighter Joseph Hahn. The roll call vote was unanimous and in the affirmative.

**SWEARING IN OF FIREFIGHTER**

Commissioner Passarella invited Joseph Hahn to the front of the meeting room. Joseph Hahn was then sworn in by Commissioner Passarella, as a full-time firefighter for the Winslow Township Fire Department. Everyone applauded and welcomed him to the Department.

**MINUTES OF PREVIOUS MEETINGS:**

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

- November 12, 2009 Budget Transfers
- November 12, 2009 Budget Workshop Meeting
- November 12, 2009 Workshop Meeting
- November 18, 2009 Workshop Meeting
- November 18, 2009 Regular Monthly Business Meeting
- December 2, 2009 Special Meeting - Introduction & Approval of 2010 Budget

All were in favor.

The December 2<sup>nd</sup> President’s Meeting were also provided for review.

**TREASURER’S REPORT:**

Payroll Transfer- Treasurer Pantalone made a motion to approve the payroll transfers for the month of November in the amount of \$120,500.00. Commissioner Gallo 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 December - Check #'s 14363 through 14539 totaling \$181,234.50. Secretary Mammucari seconded the motion. All were in favor.

Paychex Administration Fees- Treasurer Pantalone made a motion to approve the administration fees for the month of November in the amount of \$596.28. Commissioner Passarella seconded the motion and all were in favor.

Outstanding Invoices- One (1) invoice involving SJ Transportation was reviewed.

## RESOLUTIONS:

09-79, Removal of Items from Inventory- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 09-79 to remove items from inventory. The roll call vote was unanimous and in the affirmative.

09-80, Adoption of Temporary Budget- A motion was made by Commissioner Gallo and seconded by Treasurer Pantalone to approve Resolution 09-80 to adopt the 2010's temporary budget. The roll call vote was unanimous and in the affirmative.

09-81, Cancel Unexpended Balances for 2009- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 09-81 canceling unexpended balances for 2009. The roll call vote was unanimous and in the affirmative.

09-82, Transferring Appropriations in 2009 Budget- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-82 transferring appropriations in the 2009 budget. The roll call vote was unanimous and in the affirmative.

09-83, Notice of Solicitation of Qualifications for Professional Services- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 09-83, Notice of Solicitation of Qualifications for Professional services. The roll call vote was unanimous and in the affirmative.

09-84, To Set Meeting Dates for 2010- A motion was made by Treasurer Pantalone and seconded by Secretary Mammucari to approve Resolution 09-84 to set 2010's meeting dates. The roll call vote was unanimous and in the affirmative.

09-86, Award Contract Proposal Submitted (Sprinkler)- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 09-86 awarding the contract proposal submitted by Fire Protection Maintenance and Service Co., Inc.. The roll call vote was unanimous and in the affirmative.

09-87, Award Contract proposal Submitted (Alarm)- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-87 awarding the contract proposal submitted by Franklin Alarm Inc. The roll call vote was unanimous and in the affirmative.

## **DEPARTMENT MEETING**

Director Osborne thanked everyone for attending the meeting. The Department Meeting was said to be Director Osborne's first meeting addressing the Department in his role as Director. He then mentioned that he recently attended Camden County's Firefighter graduation held in Bellmawr, which included several Winslow Township Fire Departments volunteers. At that moment, Director Osborne recognized each graduate, announcing them by name. Everyone in the audience applauded. Director Osborne stated that he was pleased to hear the names of some of the relatives that exist at the fire houses.

Director Osborne continued his discussion with the members by stating that there is much taking place in the Department and felt that the divisional approach is working well with all divisions reporting directly to him. After speaking on the divisions, he opened up to the members and asked them to

come to him with their concerns and requested to hear from everyone. Also mentioned was that it was his primary job in getting to know the district and took it very seriously. He also touched on the Long Range Planning Committee's meeting discussions where committee members are planning and processing many items which include the department's chart and ESCi report. An RFP spatial study was mentioned to be in the works. Director Osborne concluded his communications to the members by addressing the need to answer the 9-1-1 caller, the public education events and fire prevention education activities presently being conducted.

Chairman Sirolli addressed the members of the Department, briefing everyone on Terry Osborne's title, Director of Fire, and the concerns related to pension issues when he initially started. He also relayed that in the last couple of months, further talks were held with the Department of Personnel and Pension Board with the Board ultimately deciding to change Terry Osborne's title to Fire Chief which will give him fire suppression duties on the fire scene. Chairman Sirolli advised that this matter will be further addressed in closed session and will be entertained for Board approval upon the return from closed session. Notification will be sent out to the Department Members and County advising same.

Chairman Sirolli then made known that the Board was pleased with Terry Osborne's performance since his start and conveyed that he had many more challenges ahead of him.

The next topic addressed the 2010 budget which he was happy to report, was cap compliant. The budget was said to be tight with an additional \$305,000 referendum question on the ballot. Presentations will be conducted at the fire stations and to Town Counsel for support of the budget.

At the close of Chairman Sirolli's discussion, he wished everyone a happy holiday then announced that stipend checks will be available at the close of the meeting.

## **FIRE COMMISSIONER'S REPORTS**

### **Vice Chairman Passarella**

*Station 3 Contract-* Commissioner Passarella announced that he and Chairman Sirolli will be meeting with Solicitor Patterson on Thursday, to review the revisions from Station 3. The Board hoped to finalize the contract by January's monthly meeting.

*Station 7 Building-* Commissioner Passarella provided updates to the building.

### **Treasurer Pantalone**

*LOSAP-* Treasurer Pantalone reminded everyone that there were only two (2) weeks left in the year to earn LOSAP points.

## **NEW BUSINESS:**

None.

## **OLD BUSINESS:**

*Membership Policy 08-03-* A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to approve the membership policy presented. The roll call vote was unanimous and in the affirmative.

**INSURANCE CLAIMS:**

None.

**MEMBERSHIP APPLICATIONS:**

A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve the membership application for *Jonathan P. Chinnici, Station 25-8*. All were in favor.

**Membership Transfers**

None.

**MEMBERSHIP CHANGE IN STATUS:**

**Membership Re-Activation:**

None.

**Associate Member(s):**

None.

**COMMENTS BY FIRE COMMISSIONERS:**

None.

**POLICE LIAISON:**

None.

**PUBLIC PARTICIPATION:**

None.

**CLOSED SESSION:**

A motion was made by Commissioner Gallo and seconded by Secretary Mammucari to approve Resolution 09-88, Authorizing Closed Session. The roll call vote was unanimous and in the affirmative. The recorded time was 8:12.m.

**NATURE OF CLOSED MEETING:**

Administrative Clerk Pataky announced that closed session discussions involve personnel matters, policies, station lease agreements, contract negotiations and pending litigation.

**RETURN FROM CLOSED MEETING:**

A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to return from closed session at 9:30 p.m. All were present.

RESOLUTION 09-89 Authorizing the Appointment of Fire Chief- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-89, authorizing Terry Osborne be appointed Fire Chief. The roll call vote was unanimous and in the affirmative.

**ADJOURNMENT OF MEETING:** A motion was made by Commissioner Gallo and seconded by Secretary Mammucari to adjourn the meeting at 9:32 p.m. Chairman Sirolli adjourned the meeting.

Prepared by: pj  
Reviewed by: LLP  
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