



Winslow Township Fire District #1



February 25, 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 7:00 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
James Haines, Deputy Chief
Marc Rigberg, Battalion Chief
Frank Friend, Captain and Fire Marshal
Lorraine Pataky, Administrative Clerk

OTHER OFFICIALS PRESENT:

Battalion Chief's Iannaco and Passarella

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

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.

Chairman Sirolli suspended normal business to conduct Fire Department Appointments.

Appointments

Appointment of Battalion Chief- Chief Haines addressed the decision made based on the Battalion Chief Assessment performed. He then announced that Anthony Donio was chosen for this position. Anthony Donio was sworn in by Commissioner Passarella and presented the Battalion Chief badge by Chief Haines.

Resolution 09-29, Authorizing the Hiring of Provisional Career Lieutenant- Chairman Sirolli expressed the need to fill this open position. A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-29, authorizing the hiring of Provisional Career Lieutenant, Steve Silcott. The roll call vote was unanimous and in the affirmative. Battalion Chief Rigberg addressed the process established by Chief Scardino that was utilized to select the appointment of the Provisional Career Lieutenant. He then announced that Firefighter Silcott was chosen for this position. Steve Silcott was then called forward, sworn in, and provided a Lieutenant's badge.

RECESS:

Chairman Sirolli called a brief recess at 7:10 p.m. to congratulate the new appointments.

RETURN FROM RECESS/DEPARTMENT MEETING:

The Board returned from recess at 7:15 p.m. All Board members were present.

Chairman Sirolli opened the Department Meeting with the announcement that Chief Scardino no longer wanted to be Acting Chief and that the Board decided to take a divisional approach to running the fire department until a Director is selected. The divisions will consist of Career, Volunteer, Office, and Fire Marshal/Training. Each division leader assigned will be responsible for their area and each board member designated, will be liaison to the division leaders. A meeting was held with each division leader to address outstanding projects with the agreement that no additional projects will be taken on unless necessary; additionally, should the outstanding projects not affect the mission of the department, then they would not be addressed at this time. At the request of the Chairman, each division leader provided their goals and objectives for the year. A copy of the Department Divisions duties and responsibilities were handed out to each member present and are made a part of the minutes.

2009's Station Officers were announced by Battalion Chief Haines as follows:

Station	Captains	Lieutenant(s)
1	vacancy	Jimmy Haines Jr.
2	Lee Tomasello	Dominic Pallante, Neal Gill
3	Robert Maschke	Glenn Charney
4	Gary Ebner	Ben Fitzpatrick
6	Mark Mangaro Sr.	Mark Mangaro Jr.
7	Darren Smith	Greg Jones
8	Guy Midure	Rich Ostermueller and Frank Sedor

The next Officers meeting will be held on March 18th. Chief Haines then announced that all Officers will be sworn in during the Award's Ceremony.

The Department members were then given an opportunity to ask questions. An inquiry was made on LOSAP with Commissioner Pantalone advising that a consultant will be contacted and asked to provide a meeting for LOSAP questions.

Chairman Sirolli then announced that Emergency Services Consulting, inc (ESCi) will be visiting the Department on March 11th from 12:00 p.m. until 10:00 p.m. to meet and discuss the search for a Director. Each division and a station representative were asked to attend the meeting in order to provide their input. Surveys will be distributed in order for the needs of the Department to be met. Chairman Sirolli and Administrative Clerk Pataky will be the only two (2) liaisons for contacting ESCi.

A small discussion ensued on the Fire District election with Chairman Sirolli expressing that this election held the most voters ever. The newsletter was mentioned to help inform the public of the District.

Several questions pertaining to the consulting firm, ESCi, were addressed with the Chairman providing an explanation of the extensive research to be conducted by the firm.

Chairman Sirolli announced that the next internal Fire Department newsletter will be available in April.

CLOSE OF DEPARTMENT MEETING

The Department Meeting closed at 7:51 p.m. in order to resume the Regular Monthly Business Meeting.

MINUTES OF PREVIOUS MEETINGS:

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

January 28, 2009 Workshop Meeting
January 28, 2009 Regular Monthly Business Meeting

All were in favor.

TREASURER'S REPORT:

Payroll Transfer- Treasurer Pantalone made a motion to approve the payroll transfers for the month of January in the amount of \$95,500.00. 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 February - Check #'s 12915 through 13089 totaling \$219,935.46. 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 January in the amount of \$688.36. Commissioner Gallo seconded the motion and all were in favor.

Outstanding Invoices- The Board reviewed two (2) outstanding invoices.

RESOLUTIONS:

Resolution 09-24, Extending Contract Bid A-57 C.C. Cooperative Purchasing for Office Supplies through Office Basics - Commissioner Passarella made a motion to approve Resolution 09-24 to extend Contract A-57, C.C. Cooperative Purchasing for Office Supplies through Office Basics. Treasurer Pantalone seconded the motion and the roll call vote was unanimous and in the affirmative.

Resolution 09-27, Designating Risk Management Consultant- A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to approve Resolution 09-27, designating Conner Strong as Risk Management Consultant for First Responder Insurance Fund. The roll call vote was unanimous and in the affirmative.

Resolution 09-28, Authorizing Agreement Between Winslow Township Fire District and First Responder Joint Insurance Fund Indemnity and Trust- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-28, authorizing the agreement with First Responder Joint Insurance Fund Indemnity and Trust. The roll call vote was unanimous and in the affirmative.

Resolution 09-30, Notice to Re-Advertise for Solicitation of Qualifications for Solicitor-A motion was made by Secretary Mammucari and seconded by Treasurer Pantalone to approve Resolution 09-30, to re-advertise for Request for Proposals for Board Solicitor. The roll call vote was unanimous and in the affirmative.

FIRE COMMISSIONER'S REPORT:

The Board's reporting information was conducted during the Workshop Meeting.

ACTING CHIEF'S REPORT:

Reporting information was provided during the Workshop Meeting.

BATTALION CHIEF RIGBERG'S REPORT:

No report.

ACTING FIRE MARSHAL'S REPORT:

Captain Friend reported March's training as SCBA annual Qualifications.

NEW BUSINESS:

Chairman Sirolli requested a performance notice be issued to Lieutenant Scullan's Platoon, C, for conducting the birthday party held at Station 1. The personnel's performance was said to be outstanding and the parents were extremely pleased with the professionalism of the members.

Motion to Rescind Resolution 08-96, Accepting Michael Saraceni's Contract Relative to the Position of Director of Fire Service- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to rescind Resolution 08-96, accepting Michael Saraceni's contract relative to the Director of Fire Service position. All were in favor.

Motion to Rescind Resolution 08-97, Authorizing the Hiring of Michael Saraceni for the Permanent Full Time Director of Fire Service Position- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to rescind Resolution 08-97, accepting Michael Saraceni's contract for the Director of Fire Service position. All were in favor.

OLD BUSINESS:

Borough of Chesilhurst- Commissioner Passarella made inquiry on public relations to the Borough of Chesilhurst. Administrative Clerk Pataky advised that Chief Scardino was handling the billing to the community and had not heard back from anyone at the present time. This matter will be addressed once the Chief is in contact with an Official from Chesilhurst. Chairman Sirolli requested the Chief contact the Borough of Chesilhurst on this matter.

INSURANCE CLAIMS:

One claim was noted.

MEMBERSHIP APPLICATIONS:

A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to approve the membership applications of *Michael Ruggiero, Station 3*, and *Joshua Hovatter, Station 9* pending satisfactory completion of their physical.

All were in favor.

COMMENTS BY FIRE COMMISSIONERS:

Acting Chief Scardino expressed to the Board that membership status should be monitored when members resign from the Fire Department. It was explained that membership applications are acknowledged formally by the Board during meetings but nothing is acknowledged when a member resigns. Chairman Sirolli asked to discuss this matter further with Chief Haines in hopes to monitor resignations.

Secretary Mammucari announced that Winslow Township will not be holding fire works this year for the 4th of July.

Treasurer Pantalone and Chairman Sirolli thanked everyone for their support during the election.

Chairman Sirolli announced that Kent Greene of ESCi Consultants, is scheduled to meet with the Board on March 11, 2009, at Station 9, to collect information in order to provide the Fire District with research and recommendations for the Director of Fire Service position.

POLICE LIAISON:

None.

PUBLIC PARTICIPATION:

None.

CLOSED SESSION:

A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to approve Resolution 08-31, Authorizing Closed Session. The roll call vote was unanimous and in the affirmative. The recorded time was 8:15 p.m.

RETURN FROM CLOSED SESSION:

A motion was made by Secretary Mammucari and seconded by Commissioner Passarella to return from closed session at 9:00 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 Secretary Mammucari to adjourn the meeting at 9:01 p.m. Chairman Sirolli adjourned the meeting.

Prepared by: pj
Reviewed by: VJM
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