



Winslow Township Fire District # 1



March 3, 2009
Winslow Township Fire District #1
9 Cedar Brook Road
Sicklerville, New Jersey 08081

REORGANIZATION OF THE COMMISSION

WINSLOW TOWNSHIP, FIRE DISTRICT #1

OPENING OF MEETING: 6:07 P.M.

SALUTE TO FLAG:

All present pledged their Allegiance to the Flag of the United States of America.

ROLL CALL:

Commissioner Gallo, present
Commissioner Mammucari, present
Commissioner Pantalone, present
Commissioner Passarella, present
Commissioner Sirolli, present

OTHER OFFICIALS PRESENT:

Commissioner Sirolli announced that the following Officials were present:

Mayor SueAnn Metzner
Committeeman Tomasello
Chief Michael Scardino

OPEN PUBLIC MEETING LAW ANNOUNCEMENT:

Chairman Sirolli announced that the meeting was being conducted in full compliance with the "Open Public Meeting Law" and that Notices were sent to the Courier Post. In addition, due Notice was posted on the Official Bulletin Board of Winslow Township and that no smoking was permitted in the room during the meeting. He indicated where the emergency exits were.

Swearing in of Commissioners- Mayor Metzner swore in Lou Pantalone and Anthony Sirolli, for a 3-year Fire Commissioner term. All present congratulated them.

Administrative Office

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

NOMINATION OF OFFICERS:

Chairman- Commissioner Sirolli was nominated for Chairman by Commissioner Passarella and seconded by Commissioner Gallo. The roll call vote was as follows:

Commissioner Gallo, yes
Commissioner Mammucari, yes
Commissioner Pantalone, yes
Commissioner Passarella, yes
Commissioner Sirolli, yes

Vice Chairman- Commissioner Passarella was nominated for Vice Chairman by Commissioner Pantalone and seconded by Commissioner Mammucari. The roll call vote was as follows:

Commissioner Gallo, yes
Commissioner Mammucari, yes
Commissioner Pantalone, yes
Commissioner Passarella, yes
Chairman Sirolli, yes

Secretary- Commissioner Mammucari was nominated for Secretary by Commissioner Gallo and seconded by Vice Chairman Passarella. The roll call vote was as follows:

Commissioner Gallo, yes
Commissioner Mammucari, yes
Commissioner Pantalone, yes
Vice Chairman Passarella, yes
Chairman Sirolli, yes

Treasurer- Commissioner Pantalone was nominated for Treasurer by Commissioner Gallo and seconded by Commissioner Mammucari. The roll call vote was as follows:

Commissioner Gallo, yes
Secretary Mammucari, yes
Commissioner Pantalone, yes
Vice Chairman Passarella, yes
Chairman Sirolli, yes

Assistant Secretary/Assistant Treasurer- Commissioner Gallo was nominated for Assistant Secretary/Assistant Treasurer by Commissioner Vice Chairman Passarella and seconded by Secretary Mammucari.

Commissioner Gallo, yes
Secretary Mammucari, yes
Treasurer Pantalone, yes
Vice Chairman Passarella, yes
Chairman Sirolli, yes

JOB DUTIES AND RESPONSIBILITIES OF EACH COMMISSIONER:

Chairman Sirolli advised that the commissioner duties will remain the same.

Commissioner: Chairman Sirolli

Duties – Organize Agenda with Administrative Clerk, schedule and chair board meetings, board representative to other political bodies, board representative to board solicitor, responsible for financial goals, liaison to Career Staff, and serve as primary contact for Director of Fire Service

Commissioner: Treasurer Pantalone

Duties- Responsible for Fiscal/Internal Control policies, budget preparation and oversight, monthly bill list, bank account supervision & controls, fund management/investment activities, and liaison to administrative office.

Commissioner: Secretary Mammucari

Duties- Recording of minutes, records management, resolutions/documentation, contracts, and liaison to the training division.

Commissioner: Commissioner Gallo

Duties- Assist both Sec. and Treasurer, assume responsibilities in absence, chair Long Range Planning Committee, serve as Commissioner-at-large, and liaison to the Fire Marshal's Office.

Commissioner: Vice Chairman Passarella

Duties-Conducts Chairperson's activities in absence, and liaison to volunteer staff.

OTHER DISCUSSIONS:

Chairman Sirolli announced the Kent Greene of ESCi Consulting Services will be visiting the Department on March 11, 2009 at 12:00 p.m. at the Fire District Administrative Office to address the research and process of conducting the search for a Director of Fire Service. Notice will be sent out to the WTFD members to inform them that a presentation/meeting will be held during three (3) separate time slots during the date of March 11th. Surveys will be distributed during said meeting for personal input.

ADJOURNMENT:

Treasurer Pantalone made a motion to adjourn the meeting at 6:20 p.m. Commissioner Gallo seconded the motion and all were in favor.

Prepared by: pj
Reviewed by: VJM