



# *Winslow Township Fire District # 1*



May 27, 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, absent  
Secretary Mammucari, present  
Treasurer Pantalone, present  
Commissioner Passarella, present  
Chairman Sirolli, present

### DISTRICT OFFICIAL'S PRESENT:

James Haines, Deputy Chief  
Marc Rigberg, Battalion Chief  
Frank Friend, Captain and Fire Marshal

### OTHER OFFICIALS PRESENT:

None.

### 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 addition, due Notice was posted on the Official Bulletin Board of Winslow Township and no

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#### **Administrative Office**

smoking was permitted in the room during the meeting. Chairman Sirolli indicated where the emergency exits were.

#### CERTIFICATES/AWARDS:

A certificate was presented to Jose Refugio.

#### MINUTES OF PREVIOUS MEETINGS:

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

April 22, 2009 Workshop Meeting  
April 22, 2009 Regular Monthly Business Meeting  
May 13, 2009 Workshop Meeting

#### TREASURER'S REPORT:

Payroll Transfer- Treasurer Pantalone made a motion to approve the payroll transfers for the month of April in the amount of \$89,500.00. 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 May - Check #'s 13352 through 13499 totaling \$133,228.14. 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 April in the amount of \$454.02. Commissioner Passarella seconded the motion and all were in favor.

Outstanding Invoices- One invoice involving the Boro of Chesilhurst in the amount of \$6,600 was noted.

#### RESOLUTIONS:

09-40, Removing Items from Inventory- A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to approve Resolution 09-40 for the disposal of inventory. The roll call vote was unanimous and in the affirmative.

09-41, Authorizing Award of Contract Relative to Vehicle Maintenance Bid-- A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to approve Resolution 09-41 Authorizing the Award of Contract Relative to Vehicle Maintenance, Fire Apparatus Repair. Administrative Clerk Pataky noted that the certificate of insurance was provided to the Fire District and that a Certification of Funds was attached to the resolution. The roll call vote was unanimous and in the affirmative.

09-42, Authorizing Request to Tour with Career Staff: Operations & Training-- A motion was made by Commissioner Passarella and seconded by Secretary Mammucari to approve Resolution

09-42 Authorizing Request to Tour with Career Staff: Operations & Training. The roll call vote was unanimous and in the affirmative.

#### POLICIES

09-2 Family and/or Medical Leave Policy- A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to approve the policy presented. 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.

#### FIRE MARSHAL'S REPORT:

No report.

#### DEPUTY CHIEF'S REPORT:

Chief Haines provided the Board with his monthly activity log.

#### BATTALION CHIEF'S REPORT:

Battalion Chief Rigberg reported on the Operations Division Career Staff Activity and the monthly NFIRS report for the month. Chief Rigberg also spoke on Operation Prom held May 11<sup>th</sup>, sponsored by Winslow EMS, Virtua Health, Winslow Police, and the Fire Department. Chairman Sirolli commended Lt. Silcott for handling the public education events. He then asked that a representative from the Fire Department attend the graduation.

#### TRAINING REPORT:

Captain Friend's training report was reviewed by the Board.

#### NEW BUSINESS:

*18 Hour Shift for Career Staff-* A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to move forward with 18 hour shifts, from 2400 hours to 1800 hours, 7 days per week. Secretary Mammucari reiterated his concern of holding a Department Meeting to inform the volunteers of the change. Chairman Sirolli stated that this motion would move the board forward in negotiating contract changes with the career staff and agree upon building renovations. He further advised that the Board of Fire Commissioners would need to formally approve moving to 18 hour shift work prior to implementation. Additionally, a Department meeting would then be held to inform members of the change with 30 days notice prior to implementation date. All were in favor.

*LOSAP-* Treasurer Pantalone announced that the Fire District received a refund in the amount of approximately \$10,000 for 2008's participants who did not qualify.

*Approval to Donate Equipment to Camden County Fire Police-* Chairman Sirolli indicated that the C.C. Fire Police were looking for a donation of pagers and old radios. A motion was made by

Secretary Mammucari and seconded by Treasurer Pantalone, to approve this request. All were in favor.

A small discussion ensued on fire boxes being completed in the near future.

*Correspondence, Mt. Zion Health & Career Fair Thank You-* Chairman Sirolli noted correspondence submitted by Mt. Zion.

OLD BUSINESS:

None.

INSURANCE CLAIMS:

None.

MEMBERSHIP APPLICATIONS:

None.

MEMBERSHIP CHANGE IN STATUS:

Membership Resignations:

None.

Associate Member(s):

None.

COMMENTS BY FIRE COMMISSIONERS:

None.

POLICE LIAISON:

None.

PUBLIC PARTICIPATION:

None.

CLOSED SESSION:

A motion was made by Commissioner Passarella and seconded by Treasurer Pantalone to approve Resolution 09-43, Authorizing Closed Session. The roll call vote was unanimous and in the affirmative. The recorded time was 8:06 p.m.

RETURN FROM CLOSED SESSION:

A motion was made by Treasurer Pantalone and seconded by Secretary Mammucari to return from closed session **at 8:40 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 Treasurer Pantalone and seconded by Secretary Mammucari to adjourn the meeting at 8:41 p.m. Chairman Sirolli adjourned the meeting.

Prepared by: pj  
Reviewed by: VJM  
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