



Winslow Township Fire District #1



June 24, 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, present
Secretary Mammucari, present
Treasurer Pantalone, present
Commissioner Passarella, present
Chairman Sirolli, present

DISTRICT OFFICIAL'S PRESENT:

Michael Scardino, Deputy Chief
Marc Rigberg, Battalion Chief
Frank Friend, Captain and Fire Marshal

OTHER OFFICIALS PRESENT:

Battalion Chief Donio
Battalion Chief Iannaco
Battalion Chief 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,

Administrative Office

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. Chairman Sirolli indicated where the emergency exits were.

CERTIFICATES/AWARDS:

None.

MINUTES OF PREVIOUS MEETINGS:

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

- May 27, 2009 Workshop Meeting
- May 27, 2009 Regular Monthly Business Meeting

TREASURER'S REPORT:

Payroll Transfer- Treasurer Pantalone made a motion to approve the payroll transfers for the month of May in the amount of \$92,000.00. Secretary Mammucari 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 June - Check #'s 13500 through 13646 totaling \$60,540.58. 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 May in the amount of \$491.28. Commissioner Gallo seconded the motion and all were in favor.

Outstanding Invoices- The report presented listed one (1) invoice for the Boro of Chesilhurst in the amount of \$6,600. Administrative Clerk Pataky advised that she had contacted Chesilhurst to address the outstanding invoice. The Board requested a meeting be scheduled with the Fire District's attorney, Mayor Blunt of Chesilhurst, and their attorney.

Synopsis of 2008 Audit- The 2008 Synopsis was presented to the Board. Upon examination, a motion was made by Secretary Mammucari and seconded by Commissioner Passarella to approve the audit. All were in favor. Chairman Sirolli expressed his appreciation to the support staff that provided information to the auditors. Performance notices will be placed in the staff's file.

RESOLUTIONS:

09-44, 2008 Audit- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 09-44 for the 2008 audit. The roll call vote was unanimous and in the affirmative.

09-45, Removal of Items from Inventory- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-45 removing items from inventory. The roll call vote was unanimous and in the affirmative.

09-46, Adopt Duty Crew Policy, 09-03- A motion was made by Commissioner Passarella and seconded by Commissioner Gallo to approve Resolution 09-46 to adopt Duty Crew Policy 09-03. The roll call vote was unanimous and in the affirmative.

09-47, Revised Budget Timeframe Policy, 08-04- A motion was made by Commissioner Gallo and seconded by Commissioner Passarella to approve Resolution 09-47 revising Budget Timeframe Policy 08-04. The roll call vote was unanimous and in the affirmative.

09-50, Authorizing Advertisement of Fire Safety Festival Bid- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-50 Authorizing Advertisement of the Fire Safety Festival Bid. 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:

Addressed during the work session.

DEPUTY CHIEF'S REPORT:

Addressed during the work session.

BATTALION CHIEF'S REPORT:

Addressed during the work session.

TRAINING REPORT:

Addressed during the work session.

NEW BUSINESS:

Thank You Note, Littlest Angel's School- The Board reviewed a thank you note submitted by Littlest Angel's School for a public education event.

Hurst Preventive Maintenance- A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to approve Battalion Chief Rigberg's request to send a firefighter to Hurst preventive maintenance training. All were in favor.

OLD BUSINESS:

18 Hour Shift for Career Staff- Discussions were held on proceeding with 18 hour shifts for the career staff. A motion was then made by Treasurer Pantalone and seconded by Commissioner Gallo to proceed with 18 hour shifts for the career staff with an implementation date of October 1, 2009. A

formal Department Meeting will be held in the fall to notify the volunteers of the change. All were in favor.

Baseball Cards- A long discussion was held concerning Fire Department baseball cards with Commissioner Passarella inquiring if everyone who had received Public Education Training knew they were getting cards. He was advised by Captain Friend that not everyone knew prior to the training that they were to get trading cards; therefore, Commissioner Passarella suggested holding another Public Education Training class to provide others the opportunity to attend and be given a chance to get baseball cards. Additional cards will be purchased from the training budget. Chairman Sirolli questioned if an Operational Guide was issued on utilization of the cards. An Operational Guide will be developed and issued by Captain Friend.

INSURANCE CLAIMS:

Three were noted.

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 Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 09-51, Authorizing Closed Session. The roll call vote was unanimous and in the affirmative. The recorded time was 7:45 p.m.

RETURN FROM CLOSED SESSION:

A motion was made by Treasurer Pantalone and seconded by Secretary Gallo to return from closed session at 8:57 p.m. All were present. **The minutes reflected in closed session will be disclosed once matters are resolved**.

RESOLUTIONS:

09-48, Approving the Agreement Between the Board of Fire Commissioners and C.C. Uniformed Fire Fighters Association of Fire Fighters, Local 349, A.F.L.-C.I.O., C.L.C. and Authorizing Execution of Agreement- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-48 approving the Administrative Staff's contract as presented. The roll call vote was unanimous and in the affirmative.

09-49, Adopting Provisions of NJSA 52:14-17.38 Under Which a Public Employer May Agree to Pay for the State Health Benefits Program (SHBP) Coverage for Certain Retirees- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 09-49, adopting provisions of NJSA 52:14-17.39 under which a Public Employer agrees to pay for the state health benefits program (SHBP) coverage for retirees.

ADJOURNMENT OF MEETING - A motion was made by Commissioner Gallo and seconded by Secretary Mammucari to adjourn the meeting at 8:59 p.m. Chairman Sirolli adjourned the meeting.

Prepared by: pj
Reviewed by: VJM
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