



Winslow Township Fire District # 1



NOVEMBER 17, 2010

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:

Administrative Clerk Pataky called the meeting to order 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:

Terry Osborne, Chief of Department

OTHER'S PRESENT:

Mr. David Patterson, Board Solicitor (left the meeting at 7:57 p.m.)
Liz Garcia, Special Legal Counsel (left immediately following Closed Session)

OPEN PUBLIC MEETING ANNOUNCEMENT:

Administrative Clerk Pataky announced that the meeting was conducted in full compliance with the "Open Public Meeting Law", and that Notice was sent to the Courier Post, Philadelphia Inquirer, 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.

CLOSED SESSION:

Administrative Office

RESOLUTION 10-77, CLOSED SESSION- A motion was made by Secretary Mammucari and seconded by Commissioner Passarella to approve Resolution 10-77, Authorizing Closed Session. Solicitor Patterson announced that closed session discussions involve personnel matters and contract issues with Special Legal Counsel Garcia present. The roll call vote was unanimous and in the affirmative. The recorded time was 7:30 p.m.

RETURN FROM CLOSED MEETING:

A motion was made by Commissioner Gallo and seconded by Treasurer Pantalone to return from closed session at 7:45 p.m. The following roll call was held:

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

MINUTES OF PREVIOUS MEETINGS:

WORKSHOP/SPECIAL MEETING/REGULAR MONTHLY MEETING

None.

CLOSED SESSIONS

None.

November 3, 2010's President's Meeting was provided to the Board for review.

TREASURER'S REPORT:

PAYROLL TRANSFER- Treasurer Pantalone made a motion to approve the payroll transfers for the month of October in the amount of \$71,000.00. 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 November – Check #'s 15932 through 16034 totaling \$107,485.51. 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 October in the amount of \$585.10. Commissioner Gallo seconded the motion and all were in favor.

REPORTS- Copies of the budget and revenue account status were provided for review.

OUTSTANDING INVOICES- Three invoices involving the South Jersey Transportation Authority were reviewed.

RESOLUTIONS:

10-72, TO DISPOSE OF EQUIPMENT- A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve Resolution 10-72, to dispose of equipment. The roll call vote was as follows:

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

10-73, TRANSFERRING APPROPRIATIONS IN THE 2010 BUDGET- A motion was made by Commissioner Mammucari and seconded by Treasurer Pantalone to approve Resolution 10-73, Transferring Appropriations in the 2010 Budget. The roll call vote was as follows:

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

10-74, APPROVAL OF SCBA GRANT- A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve Resolution 10-74, Approving of SCBA Grant. The roll call vote was as follows:

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

10-75, INTRODUCTION AND APPROVAL OF 2011 BUDGET- A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to move Resolution 10-75, Introduction and Approval of 2011 Budget to the end of the meeting. All were in favor.

10-76, TEMPORARY APPOINTMENT OF HEALTHCARE PROVIDER- A motion was made by Treasurer Pantalone and seconded by Secretary Mammucari to move Resolution 10-76, to temporarily appoint US Healthworks as the Healthcare Provider for the remainder of 2010. All were in favor.

CHAIRMAN SIROLI

- NO REPORT.

VICE CHAIRMAN PASSARELLA

- STATION LEASES- Commissioner Passarella advised that Station 4 has not submitted their signed lease to date.

TREASURER PANTALONE

- LOSAP- NO REPORT.

SECRETARY MAMMUCARI

- NO REPORT.

COMMISSIONER GALLO

- LONG RANGE PLANNING REPORT- Commissioner Gallo advised that Committee is waiting to hear from the architect for input on the spatial analysis information prior to making further decisions.

CHIEF OSBORNE

FACILITIES

- STATIONS 3 UPDATE- Chief Osborne announced that Bob Maschke of Station 3 submitted a letter that contained a brief report on the building and that the correspondence sent back from Station 3's architects provided positive news on the building.
- STATION 1- Chief Osborne advised that Station 1 was addressed during the Workshop Meeting and acknowledged John Smith's attendance of the meeting.
- ARCHITECT- The contract was signed and is in the process of moving ahead for the **Spatial needs study**.

FLEET

- STATION 8- Chief Osborne explained that while responding to a call during a power outage, Station 8 members engaged the manual release for the overhead door. The overhead release ultimately was entangled on the apparatus, causing damage to the overhead door. Chief Osborne will address this matter further with the Battalion Chiefs and Chief Haines.
- SALE OF APPARATUS- Notice was re-advertised for the sale of the three pieces of apparatus. There were a few Fire Departments who have been in contact and expressed interest in the trucks.
- QUINT REPAIRS- Repairs are being done on 2574.
- 2581- Repairs will be made to the Light Tower.

ADMINISTRATION

- LINE ITEMS FOR 2010- 2010's transfers and budget line items balances were felt to be very firm numbers to carry the Department through the end of the year.
- SCBA- Chief Osborne reported that the SCBA process went well with good feedback from the stations that participated in the trial of model SCBA Paks. Chief Scardino was mentioned to have headed this process. The SCBA order is now placed.
- HYDRANT FEES- Notification from Administrator Gallagher confirmed that the rental fees in the amount of \$41.00 per hydrant will not be waived. Further updates will be sent to the Board.
- RESCUE BILLING RFP– Nothing submitted. Request for Proposals will be re-advertised.

PERSONNEL

- HEALTHCARE PROPOSAL- The insurance carrier, Connor Strong reviewed the figures and determined that medical healthcare is an exact match to the amount the Fire District is presently paying. Dental coverage reflected some differences. Representation from an outside dental carrier met with the employees to go over dental plans that are comparable to the present plan. The employees were asked to submit their plan of choice to determine the costs involved and whether it would be beneficial to change dental carriers.
- TRAINING- Emails were sent to Line Officers regarding firefighters who have not gone online to complete developmental disability training. This training was mentioned to be a requirement of the State of New Jersey with a deadline of December 1st. Notification of member's non-compliance will be sent through the Chain of Command. During the topic of training Chief Osborne referred a question of the release of training pictures. Solicitor Patterson advised that there shouldn't be an issue since the personnel is participating in training.
- SCHOOL DRILLS- Chief Osborne spoke on the school's requirement to do lock out drills. This was said to be more of a Police Department event but that the Fire Department was asked to have a role in participating in the drill.
- BENEFIT FOR MIKE HOWARD- Chief Osborne announced that the benefit for former Chief of Station 3, Mike Howard was cancelled and that a church event is being planned in January. The tickets purchased for the initial benefit will be honored. Commissioner Passarella expressed his displeasure with regard to the paid personnel not taking part in the Fire Department funeral procession for Mike Howard. He then asked Chief Osborne to research why the paid personnel were not present. Chief Osborne touched on his knowledge of what took place. The Board was advised that Deputy Chief Scardino met with the family where they clearly expressed their wishes to have the participation of Station 3 and Blackwood Fire Department members. Chief Osborne then stated that the Career Staff were available for anything needing to be done, it was the family's desire to have Station 3 and Blackwood involved in the funeral procession. Commissioner Passarella and Chairman Sirilli were displeased over the lack of communication, resulting in non representation of the Career Staff and felt that both career and volunteer presence should have been in attendance.

OFFICER REPORTS

- Review of Deputy Chief Scardino's report
- Battalion Chief Rigberg's report provided for review
- Captain Friend's report provided for review

NEW BUSINESS

MOTIONS

- **APPOINTMENT OF CLERK FOR 2011 FIRE DISTRICT ELECTION** – A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to appoint Commissioner Sirolli, Clerk of the 2011 Fire District Election.

OLD BUSINESS:

NONE.

INSURANCE CLAIMS:

NONE.

MEMBERSHIP APPLICATIONS:

NONE.

MEMBERSHIP TRANSFERS:

- A motion was made by Treasurer Pantalone and seconded by Secretary Mammucari to approve the transfer of **Ian Gill, from Station 7 to Station 4**. All were in favor.

MEMBERSHIP CHANGE IN STATUS:

- **RETIREMENT-** A motion was made by Commissioner Gallo and seconded by Secretary Mammucari to approve the resignation of **Thomas M. Johnson, Station 8**. All were in favor.

MEMBERSHIP RE-ACTIVATION:

NONE.

ASSOCIATE MEMBER(S):

NONE.

COMMENTS BY FIRE COMMISSIONERS:

NONE.

POLICE LIAISON:

NONE.

PUBLIC PARTICIPATION:

NONE.

CLOSING OF REGULAR MONTHLY BUSINESS MEETING/RETURN TO BUDGET WORKSHOP DISCUSSIONS:

Chairman Sirolli closed the Regular Monthly Business Meeting at 7:57 p.m. to allow the Board to return to Budget Workshop discussions. Due to a scheduling conflict, Solicitor Patterson excused himself from the remainder of the Board's meeting.

BUDGET DISCUSSIONS

- UNIFORMS/T-SHIRTS- Budget discussions continued on page 8 of the Budget, addressing uniform reductions for the office staff, and the multi-colored patch of t-shirts that are now one color. Increases were made to the line item for Class B uniforms.
- BATTALION CHIEF SALARIES- Commissioner Passarella referred back to page 7 of the budget, where the Battalion Chief's salaries were cut; expressing his concern of one Battalion Chief who handles the majority of the work, yet is paid the same as the other two Battalion Chiefs. Chief Osborne advised that this area will be looked at closely as vehicle maintenance duties that are presently being handled are more than that should be assigned to a Battalion Chief. Chief Osborne will have six (6) months to develop an officer plan.
- CELL PHONES/FAX LINES- The next area reviewed in relation to the budget included cell phones. The budget line was reduced to four cell phones to be used by the Battalion Chief in charge of vehicles, Chief Osborne, Deputy Chief Scardino and the Career Apparatus. Fire station fax lines were addressed with mention made that Station 7's fax line is used for inspection information therefore this line will remain on.
- OFFICE EQUIPMENT – Reductions were made to this line item.
- GRANT- Discussions were held on the SCBA Grant and PPE.
- VEHICLE MAINTENANCE MONEY- Chief Osborne stated that this area was monitored closely and felt confident in the monies budgeted.
- BOND – The bond debt was mentioned to be coming off.
- FIREFIGHTER REPLACEMENT (PETKEVIS)- No replacement planned to date. The Board will wait until next year prior to making a decision.
- TAX RATE – A small discussion ensued on the tax rate. The present figures reflect the current tax rate until notification of the new rate is sent.
- CAPTAIN SALARY- Secretary Mammucari held a conversation on Captain's salaries. Discussions then shifted to two members of Station 4, Captain Ebner and Lt. Fitzpatrick who has worked duty crew on several occasions when staffing was reduced to four, and have not taken a pay. Secretary Mammucari asked that they be recognized for this.

Station 3's Architect- Secretary Mammucari provided a brief report on Station 3's Architect update.

RESOLUTION 10-75, INTRODUCTION AND APPROVAL OF 2011- Clarification was made that Station 1's lease allotment was adjusted to \$12,000. A motion was then made by Treasurer Pantalone and seconded by Secretary Mammucari to approve Resolution 10-75, to Introduce and Approve the 2011 Budget. The roll call vote was as follows:

Commissioner Gallo, yes
Treasurer Pantalone, yes
Chairman Sirolli, no

Secretary Mammucari, yes
Commissioner Passarella, no

Secretary Mammucari stated that he had misunderstood the vote and that he was under the impression that the vote was strictly for the change to Station 1's lease from \$4,000 to \$12,000. Solicitor Patterson will need to be contacted to address the vote taken. Secretary Mammucari advised that he would have voted differently if he knew the vote was for the introduction and approval of the budget. Treasurer Pantalone expressed his displeasure of this, and stated that the staff worked for months to get the budget cap compliant and did not understand why board members will not approve a cap compliant budget. A discussion was held with regard to the budget with Chairman Sirolli advising that he did not agree with the content of the budget. He then mentioned that his concerns were brought up at previous meetings but were never

addressed. Commissioner Passarella interjected his concerns where he stated that everyone from the Department was asked to give back to help with the budget except for the paid staff. He then advised that if the staff agreed to 1% off increase he would not have a problem.

Chairman Sirolli conveyed that that the fire suppression end was cut tremendously out of budget, that revenue funding was down, and felt that this was something the Board would need to answer to/explain if the budget is defeated and it goes before Township Committee. He then addressed his concern of some individuals who took budget cuts while others did not, the apparatus that is being re-advertised for sale, and no additional negotiations being made with the Union. He then spoke on the present handling of the career staff.

Solicitor Patterson will be contacted on the handling of the vote for Resolution 10-75. Verification was made that Secretary Mammucari would have voted no, Commissioner Gallo's vote remained yes.

Commissioner Passarella clarified that he did not have a problem with any of the paid staff but felt that everyone was giving back to the budget. Chairman Sirolli stated that Chief Osborne and staff put together the budget very well.

ADJOURNMENT OF MEETING: A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to adjourn the meeting at 9:30 p.m. Chairman Sirolli adjourned the meeting.

Approved during the Regular Monthly Business Meeting of: January 26, 2011-Rescheduled February 2, 2011

Prepared by: pj

Reviewed by: LLP

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Corrections Approved 3.2.11