

May 26, 2010
Winslow Township Fire District #1
9 Cedar Brook Road
Sicklerville, New Jersey 08081

WORKSHOP MEETING

WINSLOW TOWNSHIP, FIRE DISTRICT #1

LOCATION OF MEETING: Winslow Township Municipal Building – Court Room

OPENING OF MEETING:

Administrative Clerk Pataky called the meeting to order at 6:37 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

OTHER OFFICIALS PRESENT:

Terry Osborne, Chief of Department
Mr. Patterson, Fire District Solicitor

OPEN PUBLIC MEETING ANNOUNCEMENT:

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 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 announced where the emergency exits were.

FIRE COMMISSIONER DISCUSSIONS

CHAIRMAN SIROLI

- 2010/2011 BUDGET - Chairman Sirolli asked for an update on the budget.
- SHIRTS- Chief Osborne spoke on T-shirt pricing that was obtained for one color printing. The shirts are presently printed in seven (7) colors therefore there is a significant savings by using one color.
- CELL PHONES– Chief Osborne advised that the office staff is working on reducing cell phone costs by comparing the cost of Verizon and Nextel. Additionally, there are talks to do away with cell phones. The three (3) options will be reviewed. Conversations were held with the present number of cell phones being 11. Each Lieutenant, the office, Battalion Chief's, Chief Scardino, Chief Osborne, and two Board members have a cell phone. Chief Osborne spoke on Nextel's initial grasp on public safety with direct connect. Chairman Sirolli suggested paying a flat rate phone stipend which would save the Fire District 75% of what the present costs were. Further research will follow.

TREASURER PANTALONE

- TOWNSHIP INSPECTIONS– Treasurer Pantalone referenced a report he had asked Deputy Chief Scardino to provide on all township buildings that the Fire Department inspects annually at no charge. His concern was that the township will no longer provide trash pickups at no charge for the stations but the fire department provides inspection services without charge. Battalion Chief Rigberg reminded the Board that the Township provides hydrant studies and data at no cost. Clarification was made that the Fire Department pays for the GIS engineer and data updates for the Hawk program. Lengthy talks were held on the possibility of hydrant fees being assessed to the fire department. Solicitor Patterson agreed that the Township could charge hydrant fees. Chief Osborne felt that it was not a good idea to charge the township for inspections and urged a mutual exchange of information.

VICE CHAIRMAN PASSARELLA

- NO REPORT.

SECRETARY MAMMUCARI

- NO REPORT.

COMMISSIONER GALLO

- NO REPORT.

CHIEF OSBORNE

FACILITIES

- STATION 6- Station 6's floors will be finished sometime today but will need an additional 24 to 48 hours before apparatus can be moved back to the station. Captain Ebner and Mangaro have made arrangements to move the apparatus back.
- ARCHITECT RFP- Chief Osborne advised that a meeting/interview was held with the three architect finalist and that Deputy Chief Scardino is contacting a few local

chiefs to make inquiry on architectural work performed and working relationship status of the finalists. Chief Osborne then advised that the Board will ultimately need to decide if they are prepared to move forward in hiring an architect at this time.

FLEET

Chief Osborne reported that Units 2531, 2581, 2572 and 2508 had repairs of a more serious nature over the past month and had expected more issues as the units get older. Fleet issues mentioned:

- 2531 – Intermittent power loss. The unit was mentioned to have lost power twice.
- 2581 - Onboard charging problems.
- 2572 -Antifreeze leak
- 2508 – Front end work.

In the area of vehicles, Chief Osborne spoke on a few of the older vehicles that continually need repairs and felt that these repairs are becoming costly and should be reconsidered. The township was mentioned to possibly have surplus vehicles available and Chief Osborne advised that he had sent an email to Administrator Gallagher to notify him of any surplus vehicles that become available.

- RELOCATION- Chief Osborne mentioned that he had spoke with Chief Haines concerning the relocation of apparatus and that an email was sent to the line officers for ideas. A meeting will be held in the near future for recommendations.
- HARRISBURG FIRE EXPO- During Chief Osborne's visit to the Harrisburg Fire Expo, he had spoke with a few vendors in reference to leasing apparatus. Preliminary information is being sought to lease vehicles. The auditor, Bowman and Company recommended contacting Chief Pacifico who has experience in leasing apparatus. Further information will be provided to the board.

PERSONNEL

- LOSAP/MEMBERSHIP- Stations were provided a current LOSAP list for review. Chief Haines will be reviewing this list to consider reassigning PPE that is not being used.

ADMINISTRATION

- FEMA- The board was advised that the Fire District has not heard back from FEMA with regard to reimbursement from the snow storm. Once the Fire District is refunded these monies, the duty crew line item will be reimbursed.
- DUTY CREW MANPOWER- Chief Osborne announced that the duty crew manpower has been reduced to four (4) personnel for the summer months. He further advised that the manpower reduction has been mentioned during Line Officer, Station and President's meetings.
- SUMMER OFFICE HOURS- The summer office hours will take effect June 1st.
- AFG GRANT- Application is being made for replacement of Personal Protective Equipment (PPE) for all firefighters and vehicle stabilization air bags. The present PPE was mentioned to be outside certification.
- ASSET TRAX- Administrative Clerk Pataky advised that the staff has started to implement the new equipment in Asset Trax. Talks were held on the Asset Trax system and assetting equipment. During discussions, Chief Osborne spoke on the

stations submitting a list of equipment they are not using. A conversation was also held on the issuance of equipment in the Connex Box and entering present equipment.

MEETINGS

Chief Osborne provided a list of meetings he attended between the dates of 5/5 through 5/21.

- CONNOR STRONG- A meeting was held with Connor Strong to address healthcare costs.
- BRADDOCK PRESERVE- Chief Osborne spoke of his meeting with the Braddock Preserve organization who had many questions with regard to the Fire District. He then asked the Board to make him aware of any other civic organizations they would like him to meet with.
- DUTY CREWS- Chief Osborne mentioned that he had met with Captain Ebner in reference to a deployment reward program for duty crews. He felt that this is something the Board may want to consider. Once further detail is gathered, Solicitor Patterson will be sought for comment.
- STATION 7 MEETING- A meeting was held with the members of Station 7 concerning the gear rack issue. Chief Osborne advised that short term work could be done to shore the racks.

ADMINISTRATIVE CLERK PATAKY

- INFORMATION TECHNOLOGY- Administrative Clerk Pataky advised that she had received a quote from a company that the township utilizes through the state and that the quote amounted to \$9,500; which is a third of the entire amount budgeted for information technology. The Board was then advised that Commissioner Gallo provided his input and felt that the Fire District should either further enhance its present IT or seek another quote. Further updates will be provided.

NEW BUSINESS

- NONE.

OLD BUSINESS

- NONE.

ADJOURNMENT:

Administrative Clerk Pataky entertained a motion to adjourn the workshop meeting at 7:29 p.m. for a short recess prior to the start of the Regular Monthly Business Meeting. A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo. All were in favor.

Prepared by: pj
Reviewed by: LLP

Approved during the Regular Monthly Business Meeting of: June 23, 2010