



Winslow Township Fire District # 1



July 28, 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 6:41 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
Vice Chairman Passarella, present
Chairman Sirolli, absent

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.

Administrative Office

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FIRE COMMISSIONER DISCUSSIONS

CHAIRMAN SIROLI

- NO REPORT DUE TO CHAIRMAN SIROLL'S ABSENCE.

VICE CHAIRMAN PASSARELLA

- STATION'S REPORT- No report.
- ARCHITECT- Chief Osborne reported that Deputy Chief Scardino initiated contact with architect references relating to the three architects of interest, and is not awaiting return calls. The next meeting is expected to be held the first week of September.

TREASURER PANTALONE

- LOSAP- LOSAP statements are provided monthly to the stations. Treasurer Pantalone asked that the members monitor their LOSAP points.

SECRETARY MAMMUCARI

- BUDGET WORKSHOP MEETING- Secretary Mammucari asked that a Budget Workshop Meeting be scheduled in the near future.

COMMISSIONER GALLO

- LONG RANGE PLANNING SUB-COMMITTEE - Commissioner Gallo explained that the Long Range Planning Committee restructured to a Sub-committee, met last month to allow volunteer members to have an opportunity to serve on the Board.
- STATIC IP ADDRESSES- Discussions were held on Station Static IP addresses. This topic will be addressed further at the next President's Meeting.

CHIEF OSBORNE

FACILITIES

- STATION 3- Chief Osborne relayed that Station 3 asked if the Fire District would move back into Station 3's building once the roof is repaired. They were advised by the Chief that this decision would need to come from the Board.
- ELECTRICAL REPAIRS- Chief Osborne spoke on the electrical repairs done to Station 3 and 7's buildings.

FLEET

- PUMP AND LADDER TESTING- Testing is complete with minor repairs to be made.
- APPARATUS SALE- Chief Osborne announced that the Fire District is presently working on the sale of three pieces of apparatus. Further updates will be provided.
- 2581/DOOR- Battalion Chief Passarella is handling the repairs to 2581 with the insurance adjustor assigned to the case. Replacement of the light tower was mentioned to be difficult as the manufacturer no longer makes the model for this unit. Additional updates will be provided by Battalion Chief Passarella.
- RELOCATION OF APPARATUS- Department apparatus was mentioned to be relocated.

PERSONNEL

- LOSAP/MEMBERSHIP- Chief Osborne informed the Board that he had met with Deputy Chief Haines to talk about volunteer members that were issued gear and are no longer active. Reference was made to LOSAP reports that confirm a significant amount of members who are no longer active. Deputy Chief Haines and Chief Osborne are working on the re-assignment of P.P.E.
- PERSONNEL- Addressing during closed session.

ADMINISTRATIVE

- PUBLIC EDUCATION EVENTS/FIRE PREVENTION- Chief Osborne spoke on the Fire Prevention Festival that was streamlined to a much smaller event with a cost limit of \$10,000. The event will still be held on October 16, 2010.
- UNIFORMS- Uniform orders were placed with Chief Osborne confirming that the volunteer's uniforms were switched to a cotton style. T-shirts were also mentioned to be switched to one color printing to save additional costs. Discussion then shifted to field jackets and coats with Chief Osborne expressing that this was something that was not necessary for the volunteers therefore will no longer be issued. The career staff will continue to be issued a field jacket and coat as it is included in their contract.
- WASTE MANAGEMENT- This topic was addressed during the President's Meeting with the advisory that Waste Management will establish separate accounts for each station and will be billed direct. Administrative Clerk Pataky advised that the stations will be provided with a direct contact.
- CELL PHONES- Chief Osborne explained that during a previous meeting, the Board decided to do away with cell phones. He further explained that during a recent Chief's meeting, concern was made on the amount of time Battalion Chief Passarella handles Fire District business utilizing the cell phone. Also mentioned during this conversation was Deputy Chief Scardino's handling of Fire Marshal duties and the Platoons who utilize the phones for Fire District Business. Chief Osborne indicated that in light of these concerns, three cell phones will be kept on for the areas mentioned.
- BUDGET REVIEW- Chief Osborne advised that he had met with Principal Account Clerk Lang and Administrative Clerk Pataky to review line item spending and the balances of same, and to address line item areas to save in. Each Board member was provided with a copy of the current budget standings. A budget work session will be organized in the near future to continue budget preparations. Chief Osborne then advised that an estimated \$187,000 was found in savings but then spoke of the FEMA Grant matching funds that will require approximately \$50,000 to be set aside that would affect the numbers.

ADMINISTRATIVE CLERK PATAKY

- INFORMATION TECHNOLOGY- A meeting was held with a company on July 6th where a complimentary assessment was provided of server. An additional meeting will be scheduled to review the findings for the server.

ADDITIONAL BOARD COMMENTS

Secretary Mammucari has arranged for a follow up inspection with Camden County Fire Marshal's Office for a follow up violations inspection of Station 3's building.

RECESS/ADJOURNMENT:

A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to adjourn the Workshop Meeting at 7:06 p.m. to provide a short recess prior to the start of the Regular Monthly Business Meeting. Vice Chairman Passarella adjourned the meeting at 7:06 p.m.

Prepared by: pj

Reviewed by: LLP

Approved during the Regular Monthly Business Meeting of: August 25, 2010

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