

April 28, 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:

Vice Chairman Passarella opened the meeting at 7:32 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/left immediately after initial roll call
Treasurer Pantalone, present
Commissioner Passarella, present
Chairman Sirolli, absent

DISTRICT OFFICIAL'S PRESENT:

Terry Osborne, Chief of Department

OTHER'S PRESENT:

Mr. David Patterson, Board Solicitor

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.

MINUTES OF PREVIOUS MEETINGS:

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

- March 24, 2010 Workshop Meeting
- March 24, 2010 Regular Monthly Business Meeting

All were in favor.

April 7, 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 March in the amount of \$146,500.00. Commissioner Gallo 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 March – Check #'s 14970 through 15150 totaling \$143,412.55. Commissioner Passarella seconded the motion. All were in favor.

PAYCHEX ADMINISTRATION FEES- Treasurer Pantalone made a motion to approve the administration fees for the month of March in the amount of \$553.02. Commissioner Gallo seconded the motion and all were in favor.

ELECTRONIC PAYMENTS- Administrative Clerk Pataky explained that the bills listed were paid out electronically therefore do not appear on the claims list. A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to approve the following electronic payments:

- Healthcare Benefits
- \$25,329.14 – January
- \$25,710.54 – February
- \$27,057.17 – March
- \$49,345.00 - PFRS Employer Appropriation
- \$25,056.70 – PERS Employer Appropriation
- \$1,500.00 – Pitney Bowes (2/9/10)
- \$429.17 – Verizon (1/22/10)

Commissioners Gallo, Passarella and Pantalone were in favor.

REPORTS- Copies of the budget status and revenue account were provided for review. During review of the budget status report, it was noted that 32% of 2010's budget was used to date.

OUTSTANDING INVOICES- Four (4) invoices were listed.

RESOLUTION 10-34 2009 AUDIT AND SYNOPSIS OF 2009 REPORT OF AUDIT – An announcement was made that the 2009 Audit was complete and that an exit audit was held with no findings made. At the close of discussions, a motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve the Synopsis of 2009 Audit and approval of Resolution 10-34 to approve the Audit. The roll call vote was as follows:

Commissioner Gallo, yes
Treasurer Pantalone, yes
Chairman Sirolli, absent

Secretary Mammucari, absent
Vice Chairman Passarella, yes

RESOLUTIONS:

Secretary Mammucari returned to the meeting.

10-35, To CANCEL UNEXPENDED BALANCE- A motion was made by Treasurer Pantalone and seconded by Secretary Mammucari to approve Resolution 10-35, to cancel an Unexpended Balance of \$20.00 in Capital Projects. The roll call vote was as follows:

Commissioner Gallo, yes
Treasurer Pantalone, yes
Chairman Sirolli, absent

Secretary Mammucari, yes
Vice Chairman Passarella, yes

10-36, To DISPOSE OF INVENTORY - A motion was made by Secretary Mammucari and seconded by Treasurer Pantalone to approve Resolution 10-36, to Dispose of Inventory. The roll call vote was as follows:

Commissioner Gallo, yes
Treasurer Pantalone, yes
Chairman Sirolli, absent

Secretary Mammucari, yes
Vice Chairman Passarella, yes

NEW BUSINESS:

SOLID ROCK BAPTIST CHURCH- Chief Osborne relayed that Solid Rock Baptist Church offered a Public Safety Appreciation Day on Sunday, April 11th.

OLD BUSINESS:

None.

INSURANCE CLAIMS:

Once claim was reviewed.

MEMBERSHIP APPLICATIONS:

A motion was made by Treasurer Pantalone to approve the membership applications of the following:

- Kimeko Millner, Station 4 – pending satisfactory completion of physical
- Caitlin O'Neill, Station 6
- Robert Yambo Jr., Station 7
- Donald Griffin, Station 7

Commissioner Gallo questioned the approval of Caitlyn O'Neill's application when this individual was sworn in at the Appreciation Ceremony. A small discussion was held on the membership paperwork turned in after March's Meeting, which tabled Board approval until now.

Secretary Mammucari seconded the motion and all were in favor.

MEMBERSHIP TRANSFERS:

None.

MEMBERSHIP CHANGE IN STATUS:

Membership Retired:

The Fire District was said to have received a notice that Neal Gill is retiring from the fire service effective May 1st. A motion was made by Treasurer Pantalone and seconded by Commissioner Passarella to approve the request. All present were in favor.

MEMBERSHIP RE-ACTIVATION:

None.

ASSOCIATE MEMBER(S):

None.

COMMENTS BY FIRE COMMISSIONERS:

None.

POLICE LIAISON:

None.

PUBLIC PARTICIPATION:

Lt. Sickler questioned the status of a 15th firefighter that was to replace one that resigned. A brief statement was made that open requests for IGT's are being accepted and that this subject is to be addressed in closed session. Vice Chairman Passarella closed discussions by advising that the Board anticipated in moving forward.

CLOSED SESSION:

RESOLUTION 10-37 CLOSED SESSION- A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to approve Resolution 10-37, Authorizing Closed Session. Closed session discussions will contain personnel matters, contracts and agreements. The roll call vote was unanimous and in the affirmative. The recorded time was 7:45.p.m.

NATURE OF CLOSED MEETING:

Solicitor Patterson again announced that closed session discussions involve contract personnel matters, contracts and agreements.

RETURN FROM CLOSED MEETING:

A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to return from closed session at 8:55 p.m. All were present.

MOTIONS:

15TH FIREFIGHTER – A motion was made by Vice Chairman Passarella and seconded by Secretary Mammucari, to table discussions until May's Closed Session/Regular Monthly Business Meeting, to allow all five (5) commissioners to take part in discussions.

ADMINISTRATIVE OFFICE HOURS- A motion was made by Vice Chairman Passarella and seconded by Commissioner Gallo to flex the Administrative Office hours from 8:00 a.m. to 4:30 p.m., June 1st through September 7th.

ADJOURNMENT OF MEETING: A motion was made by Treasurer Pantalone and seconded by Commissioner Gallo to adjourn the meeting at 8:58 p.m. Vice Chairman Passarella adjourned the meeting.

Approved during the Regular Monthly Business Meeting of: April 28, 2010

Reviewed by: LLP
U\minutes\monthly\4.28.10