



# *Winslow Township Fire District # 1*



**March 2, 2011**  
Winslow Township Fire District #1  
9 Cedar Brook Road  
Sicklerville, New Jersey 08081

## **WORKSHOP MEETING/REORGANIZATION OF THE BOARD OF FIRE COMMISSION**

### **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 6:35 p.m.

### **SALUTE TO FLAG:**

All present pledged their Allegiance to the Flag of the United States of America.

### **ROLL CALL:**

Commissioner Gallo, present  
Commissioner Mammucari, present  
Commissioner Pantalone, present  
Commissioner Passarella, present  
Commissioner Sirolli, present

### **OTHER OFFICIALS PRESENT:**

Mayor Metzner  
Terry Osborne, Chief of Department  
Solicitor Patterson

### **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, Atlantic City Press 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.

### **REORGANIZATION OF THE BOARD OF FIRE COMMISSIONERS:**

### **OATH OF OFFICE**

Mayor Metzner administered the Oath of Office to Vince Gallo and Vincent J. Mammucari. Everyone present congratulated the Commissioners in their re-appointment.

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#### **Administrative Office**

9 Cedar Brook Road • Sicklerville, New Jersey 08081  
609-561-4225 • FAX 609-561-5823 • E-mail [firedistrict@winslowtpfd.org](mailto:firedistrict@winslowtpfd.org)

**NOMINATION OF OFFICERS**

Anthony Sirolli thanked everyone for their support during his 14 years as Chairman to the Board of Fire Commission.

Chairman – A motion was made by Commissioner Mammucari and seconded by Commissioner Gallo to nominate Michael Passarella as Chairman for the Board of Fire Commissioners. The roll call vote was as follows:

Commissioner Gallo, yes	Commissioner Mammucari, yes
Commissioner Pantalone, yes	Commissioner Passarella, yes
Commissioner Sirolli, yes	

Vice Chairman – A motion was made by Commissioner Pantalone and seconded Commissioner Passarella to nominate Vince Gallo as Vice Chairman for the Board of Fire Commissioners. The roll call vote was as follows:

Commissioner Gallo, yes	Commissioner Mammucari, yes
Commissioner Pantalone, yes	Commissioner Passarella, yes
Commissioner Sirolli, yes	

Secretary – A motion was made by Commissioner Gallo and seconded by Commissioner Pantalone to nominate Vincent J. Mammucari as Secretary for the Board of Fire Commissioners. The roll call vote was as follows:

Commissioner Gallo, yes	Commissioner Mammucari, yes
Commissioner Pantalone, yes	Commissioner Passarella, yes
Commissioner Sirolli, yes	

Treasurer – A motion was made by Commissioner Mammucari and seconded by Commissioner Sirolli to nominate Louis Pantalone as Treasurer for the Board of Fire Commissioners. The roll call vote was as follows:

Commissioner Gallo, yes	Commissioner Mammucari, yes
Commissioner Pantalone, yes	Commissioner Passarella, yes
Commissioner Sirolli, yes	

Assistant Secretary/Assistant Treasurer – A motion was made by Commissioner Gallo and seconded by Commissioner Pantalone to nominate Anthony Sirolli as Assistant Secretary/Assistant Treasurer for the Board of Fire Commissioners. The roll call vote was as follows:

Commissioner Gallo, yes	Commissioner Mammucari, yes
Commissioner Pantalone, yes	Commissioner Passarella, yes
Commissioner Sirolli, yes	

**RESOLUTIONS FOR SOLICITATION FOR QUALIFICATIONS FOR PROFESSIONAL SERVICES:**

**RESOLUTION 11-15-**A motion was made by Treasurer Pantalone and seconded by Commissioner Sirolli to approve Resolution 11-15 to appoint Conner Strong, as Risk Management Consultant for 2011. The roll call vote was as follows:

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

**RESOLUTION 11-16-**A motion was made by Commissioner Sirolli and seconded by Secretary Mammucari to approve Resolution 11-16 to appoint David Patterson, as General Counsel for 2011. The roll call vote was as follows:

Commissioner Gallo, yes  
Treasurer Pantalone, yes  
Commissioner Sirolli, yes

Secretary Mammucari, yes  
Vice Chairman Passarella, yes

**RESOLUTION 11-17-** A motion was made by Treasurer Pantalone and seconded by Commissioner Sirolli to approve Resolution 11-17 to appoint Elizabeth Garcia of Parker McCay, as Labor Counsel for 2011. The roll call vote was as follows:

Commissioner Gallo, yes  
Treasurer Pantalone, yes  
Commissioner Sirolli, yes

Secretary Mammucari, yes  
Vice Chairman Passarella, yes

**RESOLUTION 11-18-** A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to approve Resolution 11-18 to appoint Bowman and Company, as Auditor for 2011. The roll call vote was as follows:

Commissioner Gallo, yes  
Treasurer Pantalone, yes  
Commissioner Sirolli, yes

Secretary Mammucari, yes  
Vice Chairman Passarella, yes

**RESOLUTION 11-19-** A motion was made by Treasurer Pantalone and seconded by Commissioner Sirolli to approve Resolution 11-19 to appoint Civil Solutions (Division of ARH) as GIS Consultant for 2011. The roll call vote was as follows:

Commissioner Gallo, yes  
Treasurer Pantalone, yes  
Commissioner Sirolli, yes

Secretary Mammucari, yes  
Vice Chairman Passarella, yes

**RESOLUTION 11-20-** A motion was made by Treasurer Pantalone and seconded by Commissioner Sirolli to approve Resolution 11-20 to appoint Steve Mushinski of Parker McCay, as Bond Counsel for 2011. The roll call vote was as follows:

Commissioner Gallo, yes  
Treasurer Pantalone, yes  
Commissioner Sirolli, yes

Secretary Mammucari, yes  
Vice Chairman Passarella, yes

**RESOLUTION 11-21-** A motion was made by Commissioner Sirolli and seconded by Commissioner Gallo to approve Resolution 11-21 to appoint Adams, Rehmann and Heggan as Special Project's Engineer for 2011. The roll call vote was as follows:

Commissioner Gallo, yes  
Treasurer Pantalone, yes  
Commissioner Sirolli, yes

Secretary Mammucari, yes  
Vice Chairman Passarella, yes

**RESOLUTION 11-22-** A motion was made by Secretary Mammucari and seconded by Commissioner Sirolli to approve Resolution 11-22 to DM Medical Billings, as Third Party Rescue Billing for 2011. The roll call vote was as follows:

Commissioner Gallo, yes  
Treasurer Pantalone, yes  
Commissioner Sirolli, yes

Secretary Mammucari, yes  
Vice Chairman Passarella, yes

**RESOLUTION 11-23-** A motion was made by Commissioner Sirolli and seconded by Treasurer Pantalone to approve Resolution 11-23 to Re-Advertise for Request for Proposals for Professional Services relative to Healthcare Provider. The

roll call vote was as follows:

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

## **FIRE COMMISSIONER REPORTS:**

### **CHAIRMAN PASSARELLA**

- STATION REPORT- Chairman Passarella advised that the Fire District is still awaiting the report from the Engineer. Further updates will be provided.

### **SECRETARY MAMMUCARI**

- STATION 4 LEASE- Secretary Mammucari was asked about the lease for Station 25-4. He was advised that there was a revision being made to the lease.

### **COMMISSIONER SIROLLI**

- NO REPORT.

### **TREASURER PANTALONE**

- LOSAP APPEAL PROCESS- The appeal process was said to be over with one appeal submitted. Treasurer Pantalone spoke on the appeal, advising that the member initially forgot to sign the form, signing it after the timeframe allowed. Review of the rules for appeals indicated that the appeal did not fit the criteria.

### **COMMISSIONER GALLO**

- LONG RANGE PLANNING REPORT- Awaiting the Spatial Analysis report.

### **CHIEF OSBORNE**

#### **FACILITIES**

- STATION 25-3- Chief Osborne advised that Robert Maschke of Station 3 submitted revisions to the Station 25-3 contract, subsequent to last month. These revisions were forwarded to the Board for their review.
- OSHA- Inspections are being completed at each of the Stations. There were a few minor findings in the area of P.P.E. Equipment that are being taken care of right away. Another finding was mentioned to be station overhead door sensors. The stations are responsible for the repair of their doors with the exception of Station 25-7.
- STATION 25-7- Gear lockers were moved from Station 25-1 to 25-7 and secured to the wall. Chief Osborne then advised that an electrical contractor was called to remedy minor repairs to Station 25-7.

#### **FLEET**

- SALE OF APPARATUS- Board members were sent emails from Chief Osborne with regard to the sale of apparatus. Unit 2596 is being sold to West Grey Fire Department at full price, \$90,000. West Grey Fire Department was mentioned to be paying Fenton Fire Equipment the \$4,500 directly. Administrative Clerk Pataky will be handling the transition. He then mentioned that a Fire Department in Illinois is very interested in purchasing the Engine and that another Fire Company in Canada has expressed interest in the Rehab. Further updates will follow.

#### **PERSONNEL**

- HEALTHCARE– Alternatives are being sought in the area of healthcare due to State Health Benefit costs rising. This area is being addressed by Attorney Garcia and Conner Strong.
- COLLECTIVE BARGAINING AGREEMENT- The Board was given a copy of the Collective Bargaining Agreement for comments/review. A meeting will be scheduled in the near future to address. A small discussion was then held on the request of WFD members to attend a rally on Collective Bargaining changes on the State level. Chief Osborne felt that the members should be permitted to attend.

#### **ADMINISTRATION**

- 2011- PLAN – Chief Osborne advised that he had met with the Officers for addressing 2011's plan.

- GEAR/INVENTORY- A brief report was given on gear/inventory.
- RESCUE BILLING- the Department is moving forward in the pursuit of rescue billing. The company approved to handle 3<sup>rd</sup> Party Billing (DM Medical Billing) presently handles the billing for Winslow EMS.
- CHESILHURST – A conversation took place on the closing of the Camden County Fire Marshal's Office with regard to the inspections in Chesilhurst. The Board was advised that the Borough of Chesilhurst adopted a resolution at their last meeting, making the Winslow Township Fire Department (WTFD), the Fire Marshal for Chesilhurst. Further discussion was held on billing and a shared service agreement resolution. Solicitor Patterson advised that the Borough of Chesilhurst will need to adopt an ordinance to be consistent with Winslow Township Fire Department's system and will need to approve the WTFD fee schedule. In turn, the WTFD will be approving the shared services agreement in the form of ordinance and billing schedule. He then advised that he will then send to Chesilhurst the resolution on rescue billing. At the conclusion of the WTFD's resolution this evening, fire inspections can then be performed for the Borough of Chesilhurst.
- MUTUAL AID- Chief Osborne advised that he is meeting with neighboring fire departments to address coverage.

#### **OTHER DISCUSSIONS**

Chairman Passarella thanked Anthony Sirolli for his hard work during his tenure as Chairman and Board Member.

#### **ADJOURNMENT:**

Treasurer Pantalone motioned to adjourn the Workshop Meeting discussions at 7:18 p.m. Secretary Mammucari seconded the motion. All were in favor. Chairman Passarella closed the meeting.

Prepared by: pj

Reviewed by: LP/VJM

Approved during the Regular Monthly Business Meeting of: April 6, 2011