



# *Winslow Township Fire District # 1*



September 7, 2011  
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 FIRE DISTRICT ADMINISTRATIVE OFFICE**

### **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  
Commissioner Mammucari, present  
Commissioner Pantalone, present  
Commissioner Passarella, present  
Commissioner Sirolli, absent

### **DISTRICT OFFICIAL'S PRESENT:**

Terry Osborne, Chief of Department  
Lorraine Pataky, Administrative Clerk

### **OTHER'S PRESENT:**

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, Atlantic City Press, 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.

### **FIRE COMMISSIONER REPORTS:**

#### **CHAIRMAN PASSARELLA**

➤ **REPORT PROVIDED DURING THE WORKSHOP MEETING SESSION**  
**Administrative Office**

**VICE CHAIRMAN GALLO**

- REPORT PROVIDED DURING THE WORKSHOP SESSION.

**TREASURER PANTALONE**

- REPORT PROVIDED DURING THE WORKSHOP SESSION.

**SECRETARY MAMMUCARI**

- REPORT PROVIDED DURING THE WORKSHOP SESSION.

**COMMISSIONER SIROLI**

- NO REPORT DUE TO COMMISSIONER SIROLI'S ABSENCE.

**CHIEF OSBORNE**

- FIRE PREVENTION –October 8<sup>th</sup> is the date set for Fire Prevention. Chief Osborne advised that he was reaching out to various businesses for support. A donation was received from Atlantic City Electric. Two Stations, Station 25-7 and 25-6 will be sharing the costs of an inflatable slide.
- SOP/SOG/PPE COMMITTEES – The Committee formed to go over P.P.E. Equipment will be meeting with a vendor on August 18<sup>th</sup>, to discuss various P.P.E. equipment. A meeting schedule was being put together to address the Department's SOP/SOG's. Chief Osborne also advised that the County of Camden County had plans to start up shared services talks.

**ADMINISTRATIVE CLERK PATAKY**

- NONE.

**MINUTES OF PREVIOUS MEETINGS:**

**WORKSHOP/SPECIAL MEETING/REGULAR MONTHLY MEETING**

After review of the minutes, Commissioner Gallo noted to have Administrative Clerk Pataky listed as present at the July 6<sup>th</sup> Meetings. A motion was then made by Commissioner Gallo and seconded by Secretary Mammucari to approve the minutes with the correction, during the following meetings:

- July 6, 2011 Workshop Meeting
- July 6, 2011 Regular Monthly Business Meeting

All were in favor.

**CLOSED SESSIONS**

A motion was made by Treasurer Pantalone and Secretary Mammucari to approve the closed minutes of April 6, 2011 and June 1, 2011. All were in favor. .

**PRESIDENT'S MEETING**

The minutes of the July 11, 2011's President's Meeting were presented for review.

**TREASURER'S REPORT:**

**PAYROLL TRANSFER-** Treasurer Pantalone made a motion to approve the payroll transfers for the month of July in the amount of \$109,000.00. Secretary Mammucari seconded the motion and all were in favor.

**CLAIMS LIST** – A motion was then made by Treasurer Pantalone to approve the Claim's List for the month of August – Check #'s 17035 through 17148 totaling \$98,330.94. Commissioner Gallo seconded the motion. All were in favor.

**PAYCHEX ADMINISTRATION FEES**- Treasurer Pantalone made a motion to approve the administration fees for the month of July in the amount of \$611.26. Secretary Mammucari seconded the motion and all were in favor.

**OUTSTANDING INVOICES**- Two outstanding invoices were reviewed.

**BUDGET STATUS, NEGATIVE STATUS, REVENUE STATUS REPORTS**- Provided.

**RESOLUTIONS:**

**RESOLUTION 11-50**- A motion was made by Treasurer Pantalone and seconded by Secretary Mammucari to approve Resolution 11-50, Removal of Inventory. The roll call vote was as follows:

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

**RESOLUTION 11-51**- An explanation was given that the Health Benefits that were to begin on August 1, 2011, has been pushed back to September 1, 2011. As a result of the date being pushed back the Board needed to approve a Resolution to rescind the previous motion. A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to approve Resolution 11-51, to Rescind Resolution 11-40, State Health Benefits Program. The roll call vote was as follows:

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

**RESOLUTION 11-52**- The new date to withdraw from the State Health Benefits Program was announced to be September 1, 2011. A motion was made by Secretary Mammucari and seconded by Treasurer Pantalone to approve Resolution 11-52, State Health Benefits. The roll call vote was as follows:

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

**RESOLUTION 11-53**- The Board of Fire Commissioner wished to relocate Fire District Meetings to the Fire District Administrative Office located in Cedar Brook Fire Company. A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to approve Resoluton 11-53, relocating the Board of Fire Commission Meetings for 2011, to the Fire District Administrative Office, 9 Cedar Brook Road, Cedar Brook. The roll call vote was as follows:

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

**RESOLUTION 11-55**- A motion was made by Secretary Mammucari and seconded by Treasurer Pantalone to approve Resoluton 11-55, an Affiliation and Medical Direction Agreement for Basic Life Support Ambulance Services with Cooper Health System. The roll call vote was as follows:

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

Secretary Mammucari, yes  
Chairman Passarella, yes

**RESOLUTION 11-56-** Solicitor Patterson announced that an additional Resolution 11-56, was being added to the agenda, to approve the closing of Station 1 for firefighting purposes and to provide a 60 day notice of said closing. A motion was made by Chairman Passarella, seconded by Secretary Mammucari to approve the the resolution. A small conversation was held on the 60 day time frame with Solicitor Patterson advising that he will review the lease and make the determination. The roll call vote was as follows:

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

Secretary Mammucari, yes  
Chairman Passarella, yes

#### **OFFICER REPORTS**

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

#### **NEW BUSINESS**

NONE.

#### **OLD BUSINESS:**

NONE.

#### **INSURANCE CLAIMS:**

Two claims were reviewed.

#### **MEMBERSHIP APPLICATIONS:**

A motion was made by Secretary Mammucari and seconded by Chairman Passarella to approve the membership applications of the following individuals:

- Christopher Etienne, Station 25-7

All were in favor.

#### **MEMBERSHIP TRANSFERS:**

NONE.

#### **MEMBERSHIP CHANGE IN STATUS:**

MEMBERSHIP RETIREMENT

A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to remove the following from membership due to retirement:

- James Mazza, Station 25-7

Secretary Mammucari made inquiry of the years of service for James Mazza, suggesting an award be given to him for his time. Administrative Clerk Pataky will look into when he is moving. Solicitor Patterson recommended the board set criteria for recognition to circumvent problems at a later date.

All were in favor.

**MEMBERSHIP RE-ACTIVATION:**

NONE.

**ASSOCIATE MEMBER(S):**

NONE.

**COMMENTS BY FIRE COMMISSIONERS:**

Chairman Passarella thanked everyone involved in helping put Station 25-3 together.

Chief Osborne advised that Lt. Mark Mangaro will be Acting Battalion Chief while Battalion Chief Passarella is away on vacation.

Chief Osborne then brought up budgeting for pagers, advising that lost and broken pagers were historically replaced by the District. At a cost of \$489 to replace pagers, these amounts were mentioned to greatly impact the budget. It was then suggested that a policy on replacment pagers be planned in the near future.

**POLICE LIAISON:**

NONE.

**PUBLIC PARTICIPATION:**

NONE.

**CLOSED SESSION:**

RESOLUTION 11-54, CLOSED SESSION – A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to approve Resolution 11-54, Authorizing Closed Session. Closed session discussions were announced to be Contracts, Litigation, and Personnel Matters. The roll call vote was as follows:

- |                              |                          |
|------------------------------|--------------------------|
| Commissioner Gallo, yes      | Secretary Mammucari, yes |
| Treasurer Pantalone, yes     | Chairman Passarella, yes |
| Commissioner Sirolli, absent |                          |

The recorded time was 7:51 p.m.

**RETURN FROM CLOSED MEETING**

Administrative Clerk Pataky called the meeting back to order at 8:45 p.m. The roll call was as follows:

Commissioner Gallo, present	Secretary Mammucari, present
Treasurer Pantalone, present	Chairman Passarella, present
Commissioner Sirolli, absent	

Solcitor Patterson announced that following Closed Session discussions the Board wished to approve a six month leave of absence for Sean Barry. A motion was made by Secretary Mammucari, seconded by Commissioner Gallo, to approve Resolution 11-57, approving a Six Month Leave of Absence for Sean Barry, effective October 1<sup>st</sup>. The roll call vote was as follows:

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

**ADJOURNMENT OF MEETING:** A motion was made by Commissioner Gallo and seconded by Secretary Mammucari to adjourn the meeting at 8:45 p.m. Vice Chairman Gallo adjourned the meeting.

Approved during the Regular Monthly Business Meeting of: September 7, 2011

Prepared by: pj  
Reviewed by: LLP  
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