



Winslow Township Fire District # 1



September 7, 2011

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 FIRE DISTRICT ADMINISTRATIVE OFFICE

OPENING OF MEETING:

Administrative Clerk Pataky called the meeting to order at 6:36 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

OTHER OFFICIALS PRESENT:

Terry Osborne, Chief of Department
David Patterson, Board of Fire Commission Solicitor
Lorraine Pataky, Administrative Clerk

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.

FIRE COMMISSIONER REPORTS:

Administrative Office

9 Cedar Brook Road • Sicklerville, New Jersey 08081
609-561-4225 • FAX 609-561-5823 • E-mail firedistrict@winslowtwpfd.org

CHAIRMAN PASSARELLA

- STATION 1- Chairman Passarella brought up previous discussions and a Special Meeting for the closing of Station 1. The date anticipated for the closure was in the timeframe of October. Solicitor Patterson indicated that the Board of Fire Commission has the right to close the station but will have to put them on a 60 day notice advising them of this. At that point, the Board will have to hold a hearing on closing the station. Mr. Patterson then made the statement that the building would remain, but that it will not be used for firefighting purposes. He then went on to say officially, there was nothing more to do other than give written notice to the station that on a particular date, the intent was to close the station. A meeting between now and the date will then be held for discussion and will be placed on the agenda to adopt a resolution that the Fire District is closing the station for firefighting purposes, removing all equipment. Chairman Passarella asked the Board if they had anything further to address on the closing of the fire station.

Commissioner Gallo had questions about calls toned out for Station 25-1's local versus responses. A conversation was held on the calls toned out and the attempts taken by Captain Waltrip to go over to Station 25-1 to get the brush truck on calls for that area. Talks were also held on SCBA and Training. Chief Osborne indicated that he would contact Station 25-1's President to schedule a meeting with the membership. Discussion was also held on movement of the trucks presently stations in 25-1 and plans to move the tender to Station 25-4. Chairman Passarella brought up the insurance on the building and expressed that he would like to speak to Winslow's membership on housing SCBA at their station until they are able to be relocated. Notice to the public was also addressed with Solicitor Patterson recommending notices be placed on the Township website, the Fire Department website, the legal advertising section of the newspaper circulated in the area, and notification to the active member of Winslow Fire Station. No formal announcements were needed.

Commissioner Gallo questioned the response vehicles and relocation of same prior to the station's closing. A discussion ensued on the apparatus housed at the station with the advisement that the equipment would not be moved prior to the 60 days.

The Board agreed that October will be the date Winslow Fire Station (Station 25-1) is closed. Secretary Mammucari asked if there needed to be a Special Meeting for closure. He was advised by Solicitor Patterson that a Special Meeting is not necessary; that the closing of Winslow Fire Station (Station 25-1) could be held during the Regular Monthly Business Meeting of October. He then advised that the Board will need to adopt a Resolution during the Regular Monthly Business Meeting portion of tonight's meeting authorizing closure of Station 1 for any further firefighting purposes, effective October 60 days from as required.

A small conversation was held on designating a spokesperson for press inquiries. Solicitor Patterson indicated that the Chairman or Chief should be handling these duties. At the close of the conversation, Chief Osborne and Chairman Passarella will meet with the members of Station 25-1 to address the closure.

- NEW BUILDING COMMITTEE- At the Chairman's request, a committee will be formed to begin discussions on the needs for building a facility and going out for bond. This committee will contain a member from the volunteer and career ranks, the office staff, Chief Osborne and Chairman Passarella. Commissioner Gallo felt that a member of the Long Range Planning Committee should also be a part of the meeting.
- INVENTORY- Chairman Passarella asked about the progress of station inventory. Chief Osborne reported that a physical inventory of Station 25-8 was scheduled on Monday, August 1st but had to be cancelled due the storms. Captain Sherwood was asked to notify Chief Osborne of a makeup date. The Chief then advised that once Station 25-8's inventory is complete, the other station's inventory will be modeled the same. A complete list of inventory of all the stations was expected to be complete by January 1, 2012.

VICE CHAIRMAN GALLO

- LONG RANGE PLANNING COMMITTEE (LRP)- The next LRP Meeting is scheduled to be held Thursday, September 8th. This was said to be the first meeting since the Spatial Analysis. Commissioner Gallo then requested to attend September's President's Meeting to bring everyone up to speed on these discussions.
- CERTIFICATES FOR STATION 3 BUILDING- Commissioner Gallo questioned if certifications were received for the work, referencing a substance found in the basement of Station 25-3's building. Secretary Mammucari stated that the station contacted a company whom remediates asbestos. The company did not test the substance found but said that if it were asbestos, the way they handle it is to encapsulate it where it could remain safely for hundreds of years, unless someone were to cut or damage the encapsulation. Station 25-3 opted to encapsulate the substance and documentation is to be provided to the Fire District certifying same. Secretary Mammucari then spoke of his conversation with Firefighter Maschke where he believed the document was previously submitted to the District but then advised that the entire file will be released at a sit down meeting to be scheduled.

TREASURER PANTALONE

- BUDGET- Treasurer Pantalone referenced the budget, advising that he had not had an opportunity upon his return from vacation to go over the budget as much as he had liked to. A projected savings worksheet prepared by Administrative Clerk Pataky and Principle Account Clerk Lang was presented to the Board for review. Treasurer Pantalone explained that there wasn't a lot of money in savings but was hopeful to add more to the unreserve fund at the end of year. During budget discussions, Treasurer Pantalone mentioned that contract negotiations were coming up and spoke on OPRA requests. The topic then shifted to the closure of Station 25-1, expressing his feelings of its closing. He then spoke of his displeasure over criticisms of the \$1,000 spent per month on the lease to Station 25-1; stating that these monies would not cover one firefighter's healthcare benefits. Clarification was then made on projected savings to date.
- LOSAP- Treasurer Pantalone advised that the Board will have a revision for September's Meeting. A conversation then took place on the original purpose of the LOSAP Program that was designed to give active firefighters an incentive in remaining active. Presently, there are members who belong to fire companies that are no longer active firefighters but are acquiring LOSAP points. He then went on to say that the original LOSAP point system was not intended to be handled in this manner and felt that the wording may need revisions. Treasurer Pantalone exemplified life members getting 25 points the start of each year and performing cleanup tasks to get their remaining LOSAP points. A lengthy discussion took place on LOSAP with Chief Osborne expressing that additional points should be given for fire prevention activities, referring to a scheduled event where no one from the volunteer ranks were in attendance. In the course of this conversation, credit was given to Lieutenant Silcott for his handling of Fire Prevention events.

Solicitor Patterson advised that any revisions to LOSAP will need to be presented by Resolution. The Board will be given a copy of LOSAP's explanation of benefits and point system and prepare changes for September's meeting.

SECRETARY MAMMUCARI

- PRESIDENT'S MEETINGS- Secretary Mammucari announced that the August's President's Meeting was cancelled and will meet in September. He then briefed everyone on Commissioner Gallo and Gary Ebner's request to attend the meeting and address the Spatial Analysis since the Long Range Planning Committee's handling of it. Secretary Mammucari also advised that the President's were working on the rules and regulations with regard to membership.

COMMISSIONER SIROLI

- No Report Due to Commissioner Sirolli's Absence.

CHIEF OSBORNE'S REPORT

FACILITIES

- STATION 3- Chief Osborne reported that he had met with Chairman Passarella, Treasurer Pantalone and the Office Staff, where concerns were expressed by the employees of asbestos, open sewer vents and air test in Station 3's building. The staff was advised that the station will be providing the District with certifications.
- COMCAST PHONES- Pricing was obtained through Comcast for phone lines. Chief Osborne advised that the District should see a dramatic savings with regard to the phones. A discussion was then held on the telephone and computer system lines that will need to be ran for Station 25-3.
- TJ ECKERT – After several service calls to TJ Eckert, Chief Osborne felt that Station 7's air conditioning issues were finally resolved. He then advised that the Company will be out on Friday for Station 3's air.
- STATION 1 – Everyone was asked to provide respect to the members of Station 1's. Chief Osborne and Chairman Passarella will be meeting with the members of this station to address its closure.
- STATION 8- Following discussions of the Rehab Unit being stationed at Waterford Fire Station, Chief Osborne advised that the station expressed concerns over not having an ice machine. Pricing is being obtained for placing an ice machine at Station 8.

FLEET

- REDUCTION - Discussions were held on vehicles being assessed for the reduction of fleet. Chief Osborne advised that he is working with Battalion Chief Passarella and will report further information to the Board.
- PREVENTIVE MAINTENANCE- Discussions on preventive maintenance were conducted with Chief Osborne advising that the District is considering preventive maintenance solely on the Squad Unit to provide a cost savings. Further discussions are being held.

PERSONNEL

- HEALTHCARE – The new healthcare benefits will take effect September 1st. The insurance carrier, Conner Strong, has advised that there was a small issue with regard to the resolution submitted on Fire District Letter head and will need to be redone using the form provided by the State. This resolution will be presented during the Regular Monthly Business Meeting. The Chief then advised that the District was assigned a representative to provide an understanding of where healthcare costs should be.
- COLLECTIVE BARGAINING AGREEMENT- The collective bargaining agreement is being finalized with Attorney Garcia. The impacts of the new state laws are being worked into the proposal. Shop Steward Boettcher is being copied the letter. The changes are to be presented in closed session for Board review/discussion and a meeting will be scheduled with Local 3249 Union President Keith Kemery to address same.
- LIEUTENANT'S TEST- As of Monday the announcement was sent to the Stations to advise that the Fire Department is permitted to participate in the 1st Line Supervisor (Liuetenant Test).
- BOILER PLATE AGREEMENT FOR EMS – Medical Command- In accordance with State Legislation, a resolution is being presented for approval on the boiler plate agreement for EMS. Approval will be held during the Regular Monthly Business Meeting.

ADMINISTRATION

- 2011/2012 BUDGET- Chief Osborne advised that 2011's budget is being reviewed regularly and that preparations are being made for 2012's budget. A discussion was held on revisions to budget line items matching those of the States. Costs for the handling of Edmunds changes were also talked about in addition to the reports that will need to be cross referenced for year comparisons.

ADJOURNMENT:

Treasurer Pantalone motioned to adjourn the Workshop Meeting discussions at 7:30 p.m. Secretary Mammucari seconded the motion. All were in favor.

Prepared by: pj

Reviewed by: LP/VJM

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