



Winslow Township Fire District # 1



April 6, 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 Municipal Building – Court Room

OPENING OF MEETING:

Administrative Clerk Pataky called the meeting to order at 6:32 p.m.

SALUTE TO FLAG:

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

ROLL CALL:

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

OTHER OFFICIALS PRESENT:

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.

FIRE COMMISSIONER REPORTS:

CHAIRMAN PASSARELLA

- STATION REPORT- Chairman Passarella reported that his attendance of station meetings has had good response by the members. Then mentioned was a meeting scheduled with Tina Brigalia, to discuss Station 1.

Administrative Office

- ARCHITECT- A meeting was scheduled with the Architects to review the Spatial Analysis conducted on the Fire Stations. The Board will review the draft report during a Work Session.
- COMMISSIONER JACKETS- Chairman Passarella requested that Commissioner Jackets be ordered for Commissioners Gallo and Mammucari. A small discussion took place on the vendor being contacted.

COMMISSIONER GALLO

- LONG RANGE PLANNING REPORT- Commissioner Gallo advised that the LRP Committee will meet after the Board of Fire Commissioner's review of the Spatial Analysis Report.
- DUTY CREW PAY- Commissioner Gallo advised that the members of Station 9 asked if the duty crew monies could be split among their members when they have more than the staffing criteria set. This matter will be reviewed for clarifications.

SECRETARY MAMMUCARI

- PRESIDENT'S MEETING- Secretary Mammucari spoke on the Appreciation Ceremony details. He then advised that in the next two months the Presidents will begin the project of working on the Standard Operating Procedures (SOP's). During this discussion Secretary Mammucari advised that he will not be able to attend April's President's Meeting.

COMMISSIONER SIROLI

- No Report Due to Commissioner Sirolli's Absence.

TREASURER PANTALONE

- No Report Due to Commissioner Pantalone's Absence.

CHIEF OSBORNE

FACILITIES

- OSHA- Inspections have been completed at each of the Stations. Chief Osborne indicated that the Fire District is responsible for Station 7's repairs, further advising that most were completed. PPE violations were already handled with the only item left for repairs pertained to the station's overhead doors. President Auwarter is in the process of obtaining quotes for the doors. During this conversation, Administrative Clerk Pataky advised that there is a New Jersey State Contract for overhead doors and that Merchantville Overhead Door is a vendor the Fire District utilizes. She further advised that the Fire District will need to stick with state contract unless the vendor can beat the price by 10%. Administrative Clerk Pataky will go over this matter with Chief Osborne.

FLEET

- SALE OF APPARATUS- Units 2596 and 2531 were sold. Chief Osborne then advised that an additional Fire Company from Canada was to look at the third Unit for sale but nothing further evolved. Fenton Fire indicated that there was another Fire Company interested in the other vehicle but nothing resulted to date.

PERSONNEL

- HEALTHCARE- Chief Osborne advised that a letter was sent out to Union President Keith Kemery for Unit clarification on the alternative Healthcare. A resolution will be entertained during the Regular Monthly Business Meeting to approve the Alternative Healthcare.
- COLLECTIVE BARGAINING AGREEMENT- Board members were provided with a copy of the present contract for comment. A Labor Management Committee will then meet to start negotiations for the Collective Bargaining Agreement. Chief Osborne then noted that a response letter was received from the Union for negotiations.

ADMINISTRATION

- DM BILLING- Chief Osborne, Deputy Chief Scardino and Administrative Clerk Pataky will meet with D & M Billing to discuss Rescue Billing for the Fire District.
- CAMDEN COUNTY FIRE MARSHAL'S OFFICE – A release was sent out advising that the Camden County Fire Marshal's Office will have a modified staff kept on as a back up to Fire Marshal Scardino.
- FOAM TASK FORCE & TRAILER- A meeting with neighboring towns is presently being conducted to address a Foam Task Force and the foam trailer. Chief Osborne detailed the members presently on the Foam Task Force, further advising that an additional six volunteers signed up for training. A discussion took place on the limited amount of members on the Foam Task Force, and the feasibility of the Foam Trailer to remain in Winslow Township.
- NEIGHBORING TOWNS- The Chief spoke on meetings with neighboring Fire Departments to address mutual aid. Berlin Fire Company was said to be requesting additional help in the area of Station 6, advising that Berlin was looking to put Station 6 on some of their alarms.
- RADIO INVENTORY- Battalion Chief Rigberg is working on the Fire Department's Radio Inventory.
- AWARD TO DEPUTY CHIEF SCARDINO- Chief Osborne announced that Deputy Chief Scardino is being awarded the Winslow Firefighter of the Year award by the American Legion.
- FURNITURE REPLACEMENT- Chief Osborne advised that Station 7's furniture is due to be replaced and that pricing is presently being obtained.
- CAREER FIREFIGHTER'S UNION REPRESENTATIVE- Bob Boettcher was announced as the newly appointed Shop Steward for the Career Staff.
- EFO CLASS AT NFA- The Board was advised that Chief Osborne applied for and was accepted to attend the EFO Class at the National Fire Academy.
- PAGERS- A discussion took place on pagers and replacement parts.

OTHER DISCUSSIONS

Secretary Mammucari questioned the monthly allotment checks for the Stations. He was advised that the Stations received their allotments checks on a monthly. This subject came up due to Station 1's allotment listed in the Claims List. Principle Account Clerk Lang will review Station 1's Lease payment listed on the Claim's List for April to verify that it is correct.

Secretary Mammucari then questioned the door repair to Station 8 with concern to the OSHA inspection. Also addressed were the Spatial Analysis and the contract for Station 7. A small discussion took place on the inspections and the contract.

ADJOURNMENT:

Commissioner Gallo motioned to adjourn the Workshop Meeting discussions at 7:16 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: May 4, 2011



Winslow Township Fire District #1



April 6, 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 Municipal Building-Court Room

OPENING OF DEPARTMENT 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, absent
Commissioner Passarella, present
Commissioner Sirolli, absent

DISTRICT OFFICIAL'S PRESENT:

Terry Osborne, Chief of Department

OTHER'S PRESENT:

David Patterson, Fire District 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.

REGULAR MONTHLY BUSINESS MEETING

Regular Monthly Business Meeting discussions began at 7:30 p.m. with all Board members present.

Administrative Office

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

MINUTES OF PREVIOUS MEETINGS:

WORKSHOP/SPECIAL MEETING/REGULAR MONTHLY MEETING

A motion was made by Commissioner Gallo and seconded by Chairman Passarella to approve the minutes of the following meetings:

- October 6, 2010 Special Meeting
- February 2, 2011 Workshop Meeting
- February 2, 2011 Regular Monthly Business Meeting
- February 15, 2011 Workshop Meeting, Station 6
- February 15, 2011 Workshop Meeting, Station 7
- March 1, 2011 Special Meeting, Administrative Duties
- March 2, 2011 Workshop Meeting
- March 2, 2011 Regular Monthly Business Meeting
- March 10, 2011 Special Meeting

The vote was as follows:

- Commissioner Gallo, yes
- Secretary Mammucari, abstained from the Workshop Meeting of 2/15 for Station 6
- Treasurer Pantalone, absent
- Chairman Passarella, yes
- Commissioner Sirolli, absent

CLOSED SESSIONS

A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to approve the minutes of the following meetings:

- October 6, 2010
- February 2, 2011
- March 2, 2011

All were in favor.

TREASURER'S REPORT:

PAYROLL TRANSFER- Commissioner Gallo made a motion to approve the payroll transfers for the month of March in the amount of \$66,000.00. Secretary Mammucari seconded the motion and all were in favor.

CLAIMS LIST – A discussion took place on Station 1's allotment payment with Administrative Clerk Pataky advising that Principle Account Clerk Lang inadvertently paid Station 1 the incorrect amount and will make the correction and amend the Claims List for the following month. A motion was then made by Commissioner Gallo to approve the Claim's List for the month of April – Check #'s 16450 through 16605 totaling \$376,235.23. Secretary Mammucari seconded the motion. All were in favor.

PAYCHEX ADMINISTRATION FEES- Secretary Mammucari made a motion to approve the administration fees for the month of March in the amount of \$594.90. Commissioner Gallo seconded the motion and all were in favor.

OUTSTANDING INVOICES- One outstanding invoice was reviewed.

BUDGET STATUS, REVENUE STATUS REPORTS- Provided.

RESOLUTIONS:

RESOLUTION 11-28- A motion was made by Commissioner Gallo and seconded by Secretary Mammucari to approve Resolution 11-28, Adoption of the Cash Management Plan. The roll call vote was as follows:

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

RESOLUTION 11-29- A motion was made by Commissioner Gallo and seconded by Chairman Passarella to approve Resolution 11-29, Approval of Commissioner Salaries. Secretary Mammucari asked if the deductions the Board The roll call vote was as follows:

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

RESOLUTION 11-30- A motion was made by Secretary Mammucari and seconded by Chairman Passarella to approve Resolution 11-30 to authorize the disposal of equipment. The roll call vote was as follows:

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

RESOLUTION 11-31- Secretary Mammucari asked if the employees received the information with regard to the Southern New Jersey Regional Employee Benefits Fund. Administrative Clerk Pataky confirmed that the Employees were provided a presentation and information on the Fund. IAFF Union Shop Steward Boettcher advised that the Career Staff had some questions with regard to the Plan and requested further information. A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to approve Resolution 11-31, allowing the Fire District join Southern New Jersey Regional Employee Benefits Fund conditioned on the response from the Union. The roll call vote was as follows:

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

RESOLUTION 11-32- A motion was made by Commissioner Gallo and seconded by Secretary Mammucari to approve Resolution 11-32, authorizing a Deferred Compensation Plan in the State of new Jersey. Administrative Clerk Pataky explained that this was a supplemental (optional) pension plan that would be at no cost to the Fire District. The roll call vote was as follows:

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

RESOLUTION 11-33- A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to approve Resolution 11-33, extending the C.C. Cooperative Pricing System Contract (A-23), Copy Paper, Computer Paper, Envelopes and Supplies. The roll call vote was as follows:

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

RESOLUTION 11-35- A motion was made by Commissioner Passarella and seconded by Commissioner Gallo to approve Resolution 11-35, rescinding Resolutions 08-31 and 09-29, Appointing Provisional Career Lieutenants. The roll call vote was as follows:

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

RESOLUTION 11-36- A motion was made by Commissioner Gallo and seconded by Commissioner Passarella to approve Resolution 11-36, Appointing Three Provisional Career Lieutenants. The roll call vote was as follows:

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

FIRE COMMISSIONER REPORTS

- Discussions held during the work session.

CHIEF OSBORNE'S REPORT

- Discussions held during the work session.

OFFICER REPORTS

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

NEW BUSINESS

EBERSBERGER RODIER REPORT – Secretary Mammucari expressed that the report should be reviewed in detail and recommended Chief Osborne and Commissioner Passarella review the draft report.

OLD BUSINESS:

NONE.

INSURANCE CLAIMS:

One claim was reviewed.

MEMBERSHIP APPLICATIONS:

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

- Todd Austin, Jr. Member, Station 25-7
- Wilfred Rivera, Jr. Members, Station 25-8
- Christopher Whitesell, Station 25-8
- Patrick Reynolds, Station 25-7

All were in favor.

MEMBERSHIP TRANSFERS:

NONE.

MEMBERSHIP CHANGE IN STATUS:

REMOVED FROM MEMBERSHIP

A motion was made by Secretary Mammucari and seconded by Commissioner Passarella to remove the following individuals from membership:

- Riley Cross, Station 25-7
- Donald Griffin, Station 25-7
- Roberto Yambo, Station 25-7
- Cheron Gamble, Station 25-7
- Mike Castrataro, Station 25-7

All were in favor.

MEMBERSHIP RE-ACTIVATION:

NONE.

ASSOCIATE MEMBER(S):

NONE.

COMMENTS BY FIRE COMMISSIONERS:

NONE.

POLICE LIAISON:

NONE.

PUBLIC PARTICIPATION:

Shop Steward Bob Boettcher had questions with regard to the Unit Clarification. Chief Osborne advised that Unit Clarification was sent back to President Keith Kemery of the IAFF Local 3249 Union. Chief Osborne will meet with Shop Steward Boettcher to discuss this matter further.

CLOSED SESSION:

RESOLUTION 11-34, CLOSED SESSION- A motion was made by Secretary Mammucari and seconded by Commissioner Gallo to approve Resolution 11-34, Authorizing Closed Session. Administrative Clerk Pataky announced that closed session discussions pertaining to personnel matters, contract negotiations and litigation. The roll call vote was unanimous and in the affirmative. The recorded time was 7:16 p.m.

RETURN FROM CLOSED MEETING:

A motion was made by Commissioner Gallo and seconded by Secretary Mammucari to return from closed session at 8:45 p.m. The following roll call was held:

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

No final decisions were made during closed session.

ADJOURNMENT OF MEETING: A motion was made by Chairman Passarella and seconded by Secretary Mammucari to adjourn the meeting at 8:46 p.m. The meeting was adjourned.

Approved during the Regular Monthly Business Meeting of: May 4, 2011

Prepared by: pj
Reviewed by: LLP
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