

**Board of Fire Commissioners
Washington Township Fire District No. 1
P. O. Box 152
Washington, New Jersey 07882**

Minutes for March 9, 2011:

Meeting Called to Order by R. Dorio at 8:00 P.M.

Pledge of Allegiance

R. Dorio requested a moment of silence for all fallen firefighters.

Roll Call

Chairman – Ralph Dorio – Present
Vice Chairman – Carl Shotwell – Present
Secretary – Karl Spolarich – Present
Treasurer – Margaret Tobin – Present
Assistant Secretary/Treasurer – Matthew Noctor - Present

Certification of Public Meeting Law

K. Spolarich, secretary, noted that this meeting was being held in compliance with the Open Public Meetings Law of 1975 in as much as a notice had been published *The Express Times* and/or *The Star Ledger* and posted at the municipal building.

Reorganization

Oath of Allegiance

K. Spolarich and M. Tobin, elected on February 19, 2011, each recited and signed his or her Oath of Allegiance for the position of Fire District Commissioner.

Resolution #11-003

Motion was made by K. Spolarich to appoint Commissioners to the following positions:

Chairman – Ralph Dorio
Vice Chairman – Carl Shotwell
Secretary – Karl Spolarich
Treasurer – Margaret Tobin
Assistant Secretary/Treasurer – Matthew Noctor

Second was made by M. Noctor. All were in favor.

Resolution #11-004

Motion made by K. Spolarich to appoint Richard Braslow as the Board's attorney. Second was made by M. Noctor. All were in favor.

Resolution #11-005

Motion made by K. Spolarich to appoint Urban and Jinks as the Board's accountant. Second was made by M. Noctor. All were in favor.

Resolution #11-006

Motion made by K. Spolarich to appoint Urban and Jinks as the Board's auditor. Second was made by M. Tobin. All were in favor.

Resolution #11-007

Motion made by K. Spolarich to appoint Wells Fargo as the public depository of the Board's cash management plan. Second was made by C. Shotwell. All were in favor.

Resolution #11-008

Motion made by K. Spolarich that all regular meetings of the Board shall take place on the second Wednesday of each month at 8:00 P.M., with caucus meetings to be held at 7:30 P.M., at the Washington Township Firehouse, 16 Pleasant Valley Road, Washington, New Jersey. Second was made by C. Shotwell. All were in favor.

Resolution #11-009

Motion made by K. Spolarich that the official newspapers in which the Board will publish all required notices shall be *The Express Times* and/or *The Star Ledger*. Second was made by M. Tobin. All were in favor.

Resolution #11-010

Motion made by K. Spolarich to authorize approval and payment of claims. Second was made by M. Tobin. All were in favor.

Resolution #11-011

Motion made by K. Spolarich to designate surety bonding with VFIS in the amount of \$550,000.00 for each Commissioner. Second was made by M. Noctor. All were in favor.

Resolution #11-012

Motion made by K. Spolarich to appoint Walter Cooper as the Fire Official for the Washington Township Bureau of Fire Prevention. Second was made by C. Shotwell. All were in favor.

Resolution #11-013

Motion made by K. Spolarich to appoint William Heerwagen and Jim Vergos as the Fire Inspectors for the Washington Township Bureau of Fire Prevention. Second was made by M. Tobin. All were in favor.

Reading of Minutes

Minutes from the February 9, 2011, meeting were read by K. Spolarich. Motion to accept minutes as read made by M. Noctor. Second was made by C. Shotwell. All were in favor.

Correspondence

M. Tobin received a copy of the December 4, 2010, minutes from the New Jersey Association of Fire Districts.

M. Noctor received the Workmen's Compensation policy from Liberty Mutual. He will post the necessary Workmen's Compensation forms at each firehouse.

Report of Fire Department

Chief M. Riotto requested that a representative of the Board's LOSAP provider attend a monthly meeting of the fire department in order to address any of the members' questions or concerns.

Report of Fire Chief

Monthly activity report for February 2011 read and submitted by Chief M. Riotto.

Report of Fire Official

Monthly activity report for February 2011 read and submitted by Fire Official W. Cooper.

Old Business

None.

New Business

None.

Meeting opened to the public by R. Dorio at 8:17 P.M.

No public participation.

Meeting closed to the public by R. Dorio at 8:18 P.M.**Treasurer's Report/Payment of Bills**

Treasurer's report for March 2011 read by M. Tobin and submitted. Motion to pay bills made by K. Spolarich. Second was made by C. Shotwell. All were in favor. The total of the approved bills for March 2011 is \$33,670.75.

Miscellaneous

None.

Adjournment

Motion made by M. Tobin to adjourn meeting at 8:23 P.M. Second was made by M. Noctor. All were in favor.

Karl B. Spolarich
Secretary