

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

Minutes for March 14, 2012:

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 – Absent
Secretary – Karl Spolarich – Absent
Treasurer – Margaret Tobin – Present
Assistant Secretary/Treasurer – Matthew Noctor - Present

Certification of Public Meeting Law

M. Noctor, assistant 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

R. Dorio, elected on February 18, 2012, recited and signed his Oath of Allegiance for the position of Fire District Commissioner.

Resolution #12-004

Motion was made by M. Tobin 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 #12-005

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

Resolution #12-006

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

Resolution #12-007

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

Resolution #12-008

Motion made by M. Tobin to appoint Wells Fargo as the public depository of the Board's cash management plan. Second was made by M. Noctor. All were in favor.

Resolution #12-009

Motion made by M. Tobin 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 M. Noctor. All were in favor.

Resolution #12-010

Motion made by M. Tobin 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. Noctor. All were in favor.

Resolution #12-011

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

Resolution #12-012

Motion made by M. Tobin 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 #12-013

Motion made by M. Tobin to appoint Walter Cooper as the Fire Official for the Washington Township Bureau of Fire Prevention. Second was made by M. Noctor. All were in favor.

Resolution #12-014

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

Reading of Minutes

Minutes from the February 8, 2012, meeting were read by M. Noctor. Motion to accept minutes as read made by M. Tobin. Second was made by R. Dorio. All were in favor.

Correspondence

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

None.

Report of Fire Chief

Monthly activity report for February 2012 read and submitted by Chief G. Mitchell.

Report of Fire Official

None.

Old Business

Motion made by M. Tobin to approve the "Line Officer's Cell Phone Agreement." Second was made by M. Noctor. All were in favor.

New Business

Resolution #12-015 – Authorizing Award of Contract Relative to Air Light Rescue Vehicle

M. Tobin made a motion to award the contract relative to the air light rescue vehicle to Pierce Manufacturing, Inc. in accordance with the bid proposal and contingent upon a

performance bond, Local Finance Board approval, and financing from Oshkosh Capital. Second was made by M. Noctor. All were in favor.

Resolution #12-016 – Authorizing Master Lease-Purchase Agreement

M. Tobin made a motion to authorize the Master Lease-Purchase Agreement with Pierce Manufacturing, Inc. Second was made by M. Noctor. All were in favor.

Resolution #12-017 – Authorizing Local Finance Board Application

M. Tobin made a motion to authorize a Local Finance Board application for the purchase of the air light rescue vehicle from Pierce Manufacturing, Inc. Second was made by M. Noctor. All were in favor.

Meeting opened to the public by R. Dorio at 8:36 P.M.

No public participation.

Meeting closed to the public by R. Dorio at 8:37 P.M.

Treasurer’s Report/Payment of Bills

Treasurer’s report for March 2012 read by M. Tobin and submitted. Motion to pay bills made by M. Noctor. Second was made by R. Dorio. All were in favor. The total of the approved bills for March 2012 is \$112,769.99.

Miscellaneous

R. Dorio reported that the Board’s office needs to be organized, paperwork needs to be filed, and the office needs to be kept clean. The Board will look into storage options for older files and paperwork.

R. Dorio reported that the Board will be working on a website in order to comply with transparent organization guidelines. The website will need to be completed by February 2013.

Adjournment

Motion made by M. Noctor to adjourn meeting at 8:50 P.M. Second was made by M. Tobin. All were in favor.

Karl B. Spolarich
Secretary