

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

Minutes for August 14, 2013:

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 – 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.

Reading of Minutes

Minutes from the July 10, 2013, meeting were read by K. Spolarich. Motion to accept minutes as read made by M. Tobin. Second was made by M. Noctor. All were in favor.

Correspondence

None.

Report of Fire Chief

Monthly activity report for July 2013 read and submitted by Chief M. Frenzel.

Chief M. Frenzel requested a letter from the Board indicating the membership status of Firefighter G. Kapps.

Report of Fire Department

President D. Settele asked if membership resignation letters needed to be presented to the Board. R. Dorio explained that resignation letters should go directly to the fire department for the purpose of membership records. The membership of the fire department would then be updated annually with the Board as part of its Workmen's Compensation audit.

President D. Settele reported that the fire department was looking into hiring the Scicchitano & Pinsky Law Firm to write the necessary policies and procedures for the department and requested the Board's opinion on this matter. R. Dorio reported that Richard Braslow, the Board's attorney, would provide policies and procedures to the fire department free of charge, but that the fire department can pursue this matter as it pleases.

President D. Settele formally requested that the Board provide the necessary policies and procedures to the department from Richard Braslow, the Board's attorney.

Report of Fire Official

Monthly activity report for July 2013 read and submitted by Fire Official W. Heerwagen, Jr.

Old Business

None.

New Business

None.

Meeting opened to the public by R. Dorio at 9:03 P.M.

M. Tobin, assistant chief of the fire department, reported to the Board that there is a member who will be writing and pursuing grants on behalf of the fire department.

Meeting closed to the public by R. Dorio at 9:05 P.M.

Treasurer's Report/Payment of Bills

Treasurer's report for August 14, 2013, read by M. Tobin and submitted. Motion to pay bills made by M. Noctor. Second was made by K. Spolarich. All were in favor. The total of the approved bills for August 14, 2013, is \$41,815.71.

Miscellaneous

None.

Adjournment

Motion made by M. Noctor to adjourn meeting at 9:09 P.M. Second was made by M. Tobin. All were in favor.

Karl B. Spolarich
Secretary

Washington Township Fire Department

P.O. Box 307

Washington, NJ 07882

August 14, 2013

Commissioners,

The July Activity report for the Washington Township Volunteer Fire Department was the following. The department held one business meeting, conducted 4 drills and responded to 20 emergency calls for a total of 242.89 man hours.

Respectfully,

Mark K. Frenzel

Chief - Washington Township Fire Department

**Washington Township Bureau of Fire Prevention
Fire Official Report
211 Route 31 North
Washington, New Jersey 07882
(908) 689-1208**

Monthly Report July 2013

Non Life Hazard Inspections – 7

Life Hazard Inspections – 8

CSDCMAC – 3

Permits Issued – 3

Non-Life Hazard Fee's collected - \$1112.00

Life Hazard Fee's from State of New Jersey - \$6905.60

Smoke Detector Fee's (CSDCMAC) collected - \$135.00

Permit Fees collected - \$374.00

Fire Official hours for the month were 48.

Respectfully,

William Heerwagen Jr.
Fire Official – Washington Fire District #1

Washington Township Fire District #1
Unpaid Bills Detail
All Transactions
08/14/13

	<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Advance Auto Parts				
	Bill	08/14/2013	oil dry	69.90
	Bill	08/14/2013		<u>335.01</u>
Total Advance Auto Parts				404.91
Approved Fire Protection				
	Bill	08/14/2013	gas meter calibration	<u>104.00</u>
Total Approved Fire Protection				104.00
Big Joe's Welding				
	Bill	08/14/2013	custom funnel bucket for 76-75	<u>410.00</u>
Total Big Joe's Welding				410.00
Comcast				
	Bill	08/14/2013	internet and phones bc--2 months	276.80
	Bill	08/14/2013	internet and phones washburn--2 months	<u>494.10</u>
Total Comcast				770.90
Continental Fire and Safety				
	Bill	08/14/2013	helmet jk	<u>251.84</u>
Total Continental Fire and Safety				251.84
ESI Equipment, INC				
	Bill	08/14/2013	equip. install and misc merchandise purchase	<u>9,714.00</u>
Total ESI Equipment, INC				9,714.00
Fire and Safety Services , LTD.				
	Bill	08/14/2013	radio repair 76-64	<u>401.95</u>
Total Fire and Safety Services , LTD.				401.95
FireFighter One				
	Bill	08/14/2013	helmet mt.....shield gm helmet gm	631.00
	Bill	08/14/2013		<u>102.36</u>
Total FireFighter One				733.36

Fleet Services

	Bill	08/14/2013	truck fuel	<u>729.73</u>
Total Fleet Services				729.73

M&W Communications

	Bill	08/14/2013		188.85
	Bill	08/14/2013		272.00
	Bill	08/14/2013	76-64	<u>111.25</u>
Total M&W Communications				572.10

New Jersey American Water

	Bill	08/14/2013	hydrants	<u>5,450.00</u>
Total New Jersey American Water				5,450.00

Nextel

	Bill	08/14/2013		<u>164.86</u>
Total Nextel				164.86

Ok Auto & 4WD

	Bill	08/14/2013		<u>1,799.00</u>
Total Ok Auto & 4WD				1,799.00

R&L Data Centers Inc.

	Bill	08/14/2013	paycheck wh	<u>73.60</u>
Total R&L Data Centers Inc.				73.60

Richard M. Braslow, ESQ

	Bill	08/14/2013		<u>32.00</u>
Total Richard M. Braslow, ESQ				32.00

State Of New Jersey Department of Labor

	Bill	08/14/2013		<u>3.00</u>
Total State Of New Jersey Department of Labor				3.00

Verizon Wireless

	Bill	08/14/2013	line officers phone	<u>369.21</u>
Total Verizon Wireless				369.21

VFIS

	Bill	08/14/2013		<u>3,832.00</u>
Total VFIS				3,832.00

Warren Healthcare Alliance

Bill	08/14/2013	physical and drug screen AJ	100.00
Bill	08/14/2013	physical and drug screen zk	<u>100.00</u>

Total Warren Healthcare Alliance 200.00

Washington Township Fire Department

Bill	08/14/2013	washburn, brass castle and equipment lease	<u>15,674.25</u>
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Total Washington Township Fire Department 15,674.25

Tom Wilson

Bill	08/14/2013	reimbursement	<u>125.00</u>
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Total Tom Wilson 125.00

TOTAL

41,815.71