

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

**Minutes for April 10, 2013:**

**Meeting Called to Order by C. Shotwell at 8:00 P.M.**

**Pledge of Allegiance**

C. Shotwell requested a moment of silence for all fallen firefighters.

**Roll Call**

Chairman – Ralph Dorio – Absent  
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.

**Reading of Minutes**

Minutes from the March 13, 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 March 2013 read and submitted by Chief G. Mitchell.

**Report of Fire Department**

None.

## **Report of Fire Official**

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

## **Old Business**

M. Tobin reported that she has been working with the state regarding the Bureau of Fire Prevention's pensions and that she needs to attend a class to receive the necessary training in order to resolve the issues with said pensions.

K. Spolarich requested that the Board's "Mission Statement" be approved for 2013 or revised. M. Noctor requested that this issue is tabled until next month's meeting.

## **New Business**

### **Resolution #13-012 – Bureau of Fire Prevention Salary Increase**

K. Spolarich made a motion to increase the salaries of the Bureau of Fire Prevention by 3 percent, equal to Washington Township increases. The Fire Official's salary will increase from \$25.07 to \$25.82 per hour, and the Fire Inspector's salary will increase from \$19.09 to \$19.66 per hour. Second was made by M. Noctor. All were in favor.

### **Meeting opened to the public by C. Shotwell at 8:25 P.M.**

No public participation.

### **Meeting closed to the public by C. Shotwell at 8:26 P.M.**

## **Treasurer's Report/Payment of Bills**

Treasurer's report for April 10, 2013, read by M. Tobin and submitted. Motion to pay bills made by K. Spolarich. Second was made by M. Noctor. All were in favor. The total of the approved bills for April 10, 2013, is \$75,789.41.

## **Miscellaneous**

M. Noctor reported that the self-audit has been completed for Liberty Mutual.

C. Shotwell, elected on March 13, 2013, recited and signed his Oath of Allegiance for the position of Fire District Commissioner.

## **Adjournment**

Motion made by K. Spolarich to adjourn meeting at 8:34 P.M. Second was made by M. Noctor. All were in favor.

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**Karl B. Spolarich**  
**Secretary**

**THE COMMISSIONERS OF FIRE DISTRICT NO. 1  
IN THE TOWNSHIP OF WASHINGTON, COUNTY OF WARREN**

**Resolution #13-012**

**Authorizing Increase in Salary of Fire Official/Fire Inspector**

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WHEREAS, the Fire District employs a Fire Official and Fire Inspector relative to enforcement of the Fire Safety Act; and

WHEREAS, the Fire District deems it appropriate to increase the salaries.

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 1 in the Township of Washington, County of Warren, as follows:

(1) The salaries of the Fire Official and Fire Inspector are hereby increased to \$25.82 and \$19.66 respectively.

**Washington Township Fire Department  
P.O. Box 307  
Washington, NJ 07882**

April 10, 2013

To: Washington Township Fire District #1

Subject: Monthly Activity Report for March 2013

The below summary of fire department activity for the month of March 2013 is submitted for your records:

Call Volume – 13 Call hours – 197.53 hrs

Training classes – 4 Training hours – 134

Points of Interest:

- 76-75 is scheduled for delivery to the fire department on Monday, April 18, 2013.
- The line officers and a few department members are working diligently putting together equipment for the new apparatus. We hope to have it in service by mid May.
- Two of our members are currently attending a Fire Inspector Course. Both are doing well.

Respectfully submitted:

Greg Mitchell, Chief

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

**Monthly Report March 2013**

Non Life Hazard Inspections – 20

Life Hazard Inspections – 8

CSDCMAC – 6

Permits Issued – 5

Non-Life Hazard Fee's collected - \$1348.00

Smoke Detector Fee's (CSDCMAC) collected - \$285.00

Permit Fees collected - \$210.00

Fire Official hours for the month were 77.

Respectfully,

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

**Monthly Totals:**

**CSDCMAC Inspections: 6**

**Non Life Hazard Inspections: 20**

**Life Hazards Inspections: 8**

**Washington Township Board of Fire Commissioners**

**Treasurer's Report**

**April 10, 2013**

	Type	Date	Memo	Open Balance	Num
Approved Fire Protection					
	Bill	04/10/2013	gas meter calibration 12/2012	340.46	
	Bill	04/10/2013		925.60	
Total Approved Fire Protection				1,266.06	2848
B&R Uniforms					
	Bill	04/10/2013	badge and collar brass	109.40	
Total B&R Uniforms				109.40	2849
C&M Auto Parts					
	Bill	04/10/2013	maintenance	43.99	
Total C&M Auto Parts				43.99	2850
Comcast					
	Bill	04/10/2013	phones and internet bc	135.50	
	Bill	04/10/2013	phones and internet and web hosting washburn	244.19	
Total Comcast				379.69	2851
Continental Fire and Safety					
	Bill	04/10/2013		4,537.00	
Total Continental Fire and Safety				4,537.00	2852
County Of Warren					
	Bill	04/10/2013	fit test	180.00	
Total County Of Warren				180.00	2853
Emergency Software Products					
	Bill	04/10/2013	software fire official	500.00	
Total Emergency Software Products				500.00	2854

Fire and Safety Services , LTD.					
	Bill	04/10/2013		135.50	
	Bill	04/10/2013	lamp	85.78	
	Bill	04/10/2013		3,787.04	
Total Fire and Safety Services , LTD.				4,008.32	2855
FireFighter One					
	Bill	04/10/2013	Jacket DG	59.00	
	Bill	04/10/2013	12 pr. gloves	780.00	
Total FireFighter One				839.00	2856
Fleet Services					
	Bill	04/10/2013	truck fuel	531.93	
Total Fleet Services				531.93	2857
Good Impressions					
	Bill	04/10/2013		78.32	
	Bill	04/10/2013		81.00	
Total Good Impressions				159.32	2858
Kistler OBrien Fire Protection					
	Bill	04/10/2013	fire extinguisher recharge/test	82.00	
Total Kistler OBrien Fire Protection				82.00	2859
Middlesex County Fire Academy					
	Bill	04/10/2013	Fire inspector courses	524.00	
Total Middlesex County Fire Academy				524.00	2860
New Jersey American Water					
	Bill	04/10/2013	hydrants	5,450.00	
Total New Jersey American Water				5,450.00	2861
New Jersey Fire Equipment					
	Bill	04/10/2013	boots BT	427.50	
Total New Jersey Fire Equipment				427.50	2862

Oshkosh Capital					
	Bill	04/10/2013	76-65 lease	40,368.13	
Total Oshkosh Capital				40,368.13	2863
Pierce Manufacturing					
	Bill	04/10/2013	Ad ons for rescue vehicle	3,110.00	
	Bill	04/10/2013	Add ons for new rescue truck	2,983.00	
	Bill	04/10/2013	add ons for new rescue truck	9,302.00	
Total Pierce Manufacturing				15,395.00	2864
R&L Data Centers Inc.					
	Bill	04/10/2013	payroll WH	124.60	
Total R&L Data Centers Inc.				124.60	2865
Richard Braslow					
	Bill	04/10/2013		96.00	
Total Richard Braslow				96.00	2866
Verizon Wireless					
	Bill	04/10/2013	cell phones line officers	352.47	
Total Verizon Wireless				352.47	2867
Warren Healthcare Alliance					
	Bill	04/10/2013	follow up PE MFR	50.00	
Total Warren Healthcare Alliance				50.00	2868
Weeping Willow Garage					
	Bill	04/10/2013	Repair Fire official vehicle 12/12/2012	95.00	
	Bill	04/10/2013	Repair 76-82	270.00	
Total Weeping Willow Garage				365.00	2869
TOTAL				75,789.41	