

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

Minutes for November 11, 2015:

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. R. Dorio also thanked the veterans of the United States for their service.

Roll Call

Chairman – Ralph Dorio – Present
Vice Chairman – Carl Shotwell – Absent
Secretary – Karl Spolarich – Present
Treasurer – Margaret Tobin – Present
Assistant Secretary/Treasurer – Jimmy Vinson – 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 in *The Express Times* and/or *The Star Ledger* and posted at the municipal building.

Reading of Minutes

Minutes from the October 14, 2015, meeting were read by K. Spolarich. Motion to accept minutes as read made by M. Tobin. Second was made by J. Vinson. All were in favor.

Correspondence

J. Vinson received a check from VFIS in the amount of \$10,109.10 for repairs to 76-64.

J. Vinson received a check from VFIS in the amount of \$2655.00 for replacing the overhead door at Washburn.

Report of Fire Department

W. Crampton, firefighter, requested that a representative from Lincoln Financial attends a monthly meeting of the fire department to discuss the Board's LOSAP program. R. Dorio will call and arrange said meeting.

Report of Fire Chief

Monthly activity report for October 2015 read and submitted by Chief M. Frenzel.

Report of Fire Official

Monthly activity report for October 2015 read and submitted by Fire Official W. Heerwagen, Jr.

Old Business

R. Dorio reported that the problems with the Bureau of Fire Prevention's pensions have been addressed with the state by M. Tobin. Because of this, R. Braslow, the Board's attorney, never had to contact the Washington Township Detective Bureau on the Board's behalf.

R. Dorio reported that the feasibility study of the Washburn property has been completed by Peaquest Engineering and Polaski Architecture. The study revealed that the property is a nonconforming lot, and R. Dorio will contact the Washington Township Land Use Board to set up a conceptual meeting. R. Dorio also contacted R. Cotton to explore the possibility of constructing a new building on the Hawk Pointe property.

New Business

J. Vinson made a motion to hire a grant writer selected by the fire department to prepare a grant for the acquisition of new SCBAs for the fire department. Second was made by M. Tobin. All were in favor.

Meeting opened to the public by R. Dorio at 9:17 P.M.

W. Crampton, 173 Washburn Avenue, inquired about liquidating obsolete equipment of the fire department. R. Dorio requested an inventory of said equipment from Chief M. Frenzel and will contact GovDeals.com regarding the posting and bidding process.

Meeting closed to the public by R. Dorio at 9:21 P.M.

Treasurer's Report/Payment of Bills

Treasurer's report for November 11, 2015, read by M. Tobin and submitted. Motion to pay bills made by J. Vinson. Second was made by K. Spolarich. All were in favor. The total of the approved bills for November 11, 2015, is \$43,780.91.

Miscellaneous

K. Spolarich reported that he has contacted R. Braslow, the Board's attorney, to conduct all of the Board's necessary advertising for 2016.

K. Spolarich reported that he has contacted W. Duffy of the Warren County Board of Election regarding the Board's upcoming election in February.

M. Tobin received the 2014 audit from Urban & Jinks. The completed audit by Urban & Jinks identified no problems or concerns of the Board at this time.

Adjournment

Motion made by J. Vinson to adjourn meeting at 9:26 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

11/11/15

Commissioners,

During the month of October 2015 the Washington Township Fire Department held one (1) business meeting, conducted two (2) drills, hosted an open house and responded to eighteen (18) emergency calls for a total of 236.43 man hours.

The Warren County Department of Public Safety has changed its procedures related to Landing Zone communications. As result of the failed communication occurrences and recent discussions with REMS and the NJSP the new protocol for Warren County Public safety agencies shall be to contact MEDEVAC helicopters on SPEN 4.

Each active member of the fire department will be issued a rechargeable LED Streamlight Survivor right angle flashlight. Bank chargers will be mounted at each firehouse to allow you to recharge your flashlight. The main reason for the issuance of these flashlights is to increase firefighter safety and visibility in dark and/or IDLH environments.

The portable radios are in the process of being removed from the apparatus and mounted on the walls in the apparatus bays. This is being done to correct concerns that the radios are not properly charging. Please contact me with any concerns.

The Fire Department is requesting that the Fire District replace the Fire Department's self-contained breathing apparatus. The newest air pack the fire department currently uses is 15 years old. Respiratory protection is the most important piece of equipment the fire department uses. Purchase of new SCBA would increase our capabilities and safety. Please see attached from Scott Proposal. I am currently coordinating a demo of the MSA fire SCBA.

Respectfully Submitted,

Mark K Frenzel

Chief – WTFD

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

Monthly Report October 2015

Non Life Hazard Inspections – 5

Life Hazard Inspections – 2

CSDCMAC – 6

Permits Issued – 2

Non-Life Hazard Fee's collected - \$496.00

Life Hazard Fee's from State of New Jersey - 0

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

Permit Fees collected - 0

Fire Official hours for the month were 46 ½

Respectfully,

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

**Washington Township Fire District #1
Unpaid Bills Detail
All Transactions
11/11/15**

	Type	Date	Memo	Open Balance	Num
Always on Time Doors					
	Bill	11/09/2015	bay door replacement Washburn	<u>150.00</u>	
Total Always on Time Doors				150.00	3368
Carl Shotwell - V					
	Bill	11/09/2015		<u>800.00</u>	
Total Carl Shotwell - V				800.00	3369
Emergency Reporting					
	Bill	11/09/2015	emergency reporting 1 yr	<u>1,188.00</u>	
Total Emergency Reporting				1,188.00	3370
Fire and Safety Services , LTD.					
	Bill	11/09/2015	light bulbs	184.83	
	Bill	11/09/2015	light tube	<u>117.27</u>	
Total Fire and Safety Services , LTD.				302.10	3371
Fleet Services					
	Bill	11/09/2015	truck fuel	<u>307.27</u>	
Total Fleet Services				307.27	3372
Good Impressions					
	Bill	11/09/2015	fire prevention envelopes	113.84	
	Bill	11/09/2015	fire prevention business cards	<u>60.00</u>	
Total Good Impressions				173.84	3373
Jim Vinson - V					
	Bill	11/09/2015		<u>800.00</u>	
Total Jim Vinson - V				800.00	3374
Karl Spolarich - v					
	Bill	11/09/2015		<u>1,000.00</u>	
Total Karl Spolarich - v				1,000.00	3375
Margaret Tobin - v					
	Bill	11/09/2015	lunch fire prevention 10/30	45.65	
	Bill	11/09/2015		<u>1,000.00</u>	

Total Margaret Tobin - v 1,045.65 3376

Microsoft Corp

Bill 11/09/2015 district laptop 1,716.93

Total Microsoft Corp 1,716.93 3377

Mitchell Tobin - V

Bill 11/09/2015 reimbursement for extension cord from one stop 9.89

Total Mitchell Tobin - V 9.89 3378

New Jersey American Water

Bill 11/09/2015 hydrants 5,637.50

Total New Jersey American Water 5,637.50 3379

New Jersey Fire Equipment

Bill 11/09/2015 turnout gear duffell 2,808.46

Bill 11/09/2015 batteries 315.00

Total New Jersey Fire Equipment 3,123.46 3380

Postmaster Of Washington

Bill 11/09/2015 p.o. box annual fee 194.00

Total Postmaster Of Washington 194.00 3381

Ralph Dorio - V

Bill 11/09/2015 1,000.00

Total Ralph Dorio - V 1,000.00 3382

Urban And Jinks

Bill 11/09/2015 2014 audit 5,825.00

Total Urban And Jinks 5,825.00 3383

Verizon Wireless

Bill 11/09/2015 line officer and fire official cell phones 443.55

Total Verizon Wireless 443.55 3384

VFIS

Bill 11/09/2015 3,651.00

Total VFIS 3,651.00 3385

Warren County Fire Prevention

Bill 11/09/2015 yearly assoc. fees. 2yrs 2015 and 2016 60.00

Total Warren County Fire Prevention 60.00 3386

Washington Township Fire Department

Bill	11/11/2015		<u>16,300.00</u>	
Total Washington Township Fire Department			16,300.00	3387

William Heerwagen

Bill	11/09/2015	envelopes and message book	23.32	
Bill	11/09/2015	fire prevention stamps	<u>29.40</u>	
Total William Heerwagen			<u>52.72</u>	3388

TOTAL 43,780.91