

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

Minutes for January 13, 2016:

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 – 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 December 9, 2015, meeting were read by K. Spolarich. Motion to accept minutes as read made by M. Tobin. Second was made by C. Shotwell. All were in favor.

Correspondence

None.

Report of Fire Department

President P. Gormly reported that the fire department is looking into purchasing a mini pumper and had questions regarding the housing, fueling, equipping, insuring, and maintaining the apparatus. R. Dorio expressed concerns about manning the current apparatus and the additional cost to lease the new mini pumper.

President P. Gormly also requested an update regarding the possibility of staffing during daytime hours. R. Dorio reported that the proposed budget for 2016 reflects money dedicated to the proposed staffing.

Report of Fire Chief

Monthly activity report for December 2015 read and submitted by Chief M. Tobin.

Report of Fire Official

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

Old Business

M. Tobin reported that all pensions for the employees of the Bureau of Fire Prevention are paid to date and that the state will have the records of said pensions updated by February 1, 2016. M. Tobin will provide Fire Official W. Heerwagen, Jr., with written confirmation from the state.

New Business

R. Dorio reported that he has received the 2015 LOSAP numbers from Chief M. Tobin. Once the information is finalized and reviewed, the LOSAP numbers will be posted at both firehouses for member review.

Resolution #16-001 – 2016 Budget Adoption

Proposed 2016 budget of the Board was presented for public discussion and adoption. The total budget for 2016 is in the amount of \$535,321.00, with a total of \$509,616.00 to be raised by taxes at a \$0.073 tax rate per hundred. M. Tobin made a motion to adopt the 2016 proposed budget. Second was made by J. Vinson. All were in favor.

Meeting opened to the public by R. Dorio at 8:40 P.M.

W. Crampton, 173 Washburn Avenue, reported that the Assistance to Firefighters Grant for new self-contained breathing apparatus for the fire department was submitted on January 13, 2016.

M. Tobin, chief of the fire department, reported that there would be a demonstration of MSA self-contained breathing apparatus at Brass Castle Firehouse on January 14, 2016.

T. Wilson, assistant chief of the fire department, asked who has the responsibility of maintaining the Bureau of Fire Prevention's vehicle. Discussion followed. Henceforth, the fire department engineer will be responsible for the maintenance of the Bureau of Fire Prevention's vehicle.

Meeting closed to the public by R. Dorio at 8:58 P.M.

Treasurer's Report/Payment of Bills

Treasurer's report for January 13, 2016, read by M. Tobin and submitted. Motion to pay bills made by J. Vinson. Second was made by C. Shotwell. All were in favor. The total of the approved bills for January 13, 2016, is \$ 78,713.63.

Miscellaneous

None.

Adjournment

Motion made by J. Vinson to adjourn meeting at 9:02 P.M. Second was made by C. Shotwell. All were in favor.

Karl B. Spolarich
Secretary

Washington Township Fire Department

P.O. Box 307

Washington, NJ 07882

1/4/16

Commissioners,

During the month of December 2015 the Washington Township Fire Department held one business meeting, three drills, and responded to 22 emergency calls for a total of 188.8 man hours.

Respectfully,

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 December 2015

Non Life Hazard Inspections – 0

Life Hazard Inspections – 6

CSDCMAC – 3

Permits Issued – 1

Non-Life Hazard Fee's collected - \$42.00

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

Smoke Detector Fee's (CSDCMAC) collected - \$150.00

Permit Fees collected - \$166.00

Fire Official hours for the month were 45.

Respectfully,

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

**Washington Township Fire District #1
Unpaid Bills Detail
All Transactions
01/13/16**

	Type	Date	Memo	Open Balance	Num
Always on Time Doors					
	Bill	12/31/2015		<u>465.00</u>	
Total Always on Time Doors				465.00	3404
Chase Darwin - V					
	Bill	01/09/2016	district election	<u>100.00</u>	
Total Chase Darwin - V				100.00	3405
Comcast					
	Bill	01/04/2016	telephones and internet brass castle	146.61	
	Bill	01/04/2016	phones and internet washburn	<u>255.37</u>	
Total Comcast				401.98	3406
Continental Fire and Safety					
	Bill	12/31/2015		282.00	
	Bill	01/12/2016		<u>2,130.00</u>	
Total Continental Fire and Safety				2,412.00	3407
Fleet Services					
	Bill	01/04/2016		<u>181.91</u>	
Total Fleet Services				181.91	3408
Good Impressions					
	Bill	01/05/2016	line officer business cards	116.99	
	Bill	01/09/2016	business cards membership committee	<u>53.89</u>	
Total Good Impressions				170.88	3409
Liberty Mutual					
	Bill	01/04/2016		<u>38,078.00</u>	
Total Liberty Mutual				38,078.00	3410
M&W Communications					
	Bill	12/31/2015	pager repair	<u>98.00</u>	
Total M&W Communications				98.00	3411
Margaret Tobin - v					

	Bill	01/09/2016	petty cash replenishment	<u>300.00</u>	
Total Margaret Tobin - v				300.00	3412
Mike R. Riotto - V					
	Bill	01/09/2016	district election	<u>100.00</u>	
Total Mike R. Riotto - V				100.00	3413
New Jersey American Water					
	Bill	01/12/2016	hydrants	<u>5,637.50</u>	
Total New Jersey American Water				5,637.50	3414
New Jersey Fire Equipment					
	Bill	12/31/2015		<u>3,039.00</u>	
Total New Jersey Fire Equipment				3,039.00	3415
R&L Data Centers Inc.					
	Bill	01/09/2016	payroll	<u>127.78</u>	
Total R&L Data Centers Inc.				127.78	3416
Richard Braslow					
	Bill	01/13/2016		<u>214.50</u>	
Total Richard Braslow				214.50	3417
Stewart & Stevenson Power Products LLC					
	Bill	01/04/2016	76-64 fuel leak repair	<u>658.30</u>	
Total Stewart & Stevenson Power Products LLC				658.30	3418
The Express Times					
	Bill	01/09/2016	election	<u>1,203.85</u>	
Total The Express Times				1,203.85	3419
The Star Ledger					
	Bill	01/09/2016	meeting notice	<u>29.45</u>	
Total The Star Ledger				29.45	3420
Urban And Jinks					
	Bill	01/04/2016	2016 budget prep	<u>3,200.00</u>	
Total Urban And Jinks				3,200.00	3421
Verizon Wireless					
	Bill	01/04/2016	line officer and fire official cell phones	<u>440.05</u>	
Total Verizon Wireless				440.05	3422

Washington Township Fire Department	Bill	12/31/2015		16,300.00	
	Bill	01/05/2016	Helmet TW and BT	625.16	
	Bill	01/05/2016	shields for MT, TW, JK, BT	<u>166.36</u>	
Total Washington Township Fire Department				17,091.52	3423
Benzo Consulting					
	Bill	01/12/2016	Grant Writer	<u>4,500.00</u>	
Total Benzo Consulting				4,500.00	3424
Mitchell Tobin					
	Bill	01/12/2016	Reimbursement Office Supplies Brass Castle	<u>160.13</u>	
Total Mitchell Tobin				160.13	3425
William Heerwagen					
	Bill	01/12/2016	Reimbursement Office Supplies	<u>103.78</u>	
Total William Heerwagen				<u>103.78</u>	3426
TOTAL				<u><u>78,713.63</u></u>	