

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

**Minutes for November 9, 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 – Vacant

**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 12, 2016, 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**

M. Tobin received a copy of Edward Kiley's certificate from the Middlesex County Fire Academy stating that he has satisfactorily completed the Fire Official Training Course on July 8, 2016.

R. Dorio reported that the fire department received an ISO Fire Suppression Rating of 4/4Y.

**Report of Fire Chief**

Monthly activity report for October 2016 read and submitted by Chief M. Tobin.

## **Report of Fire Department**

None.

## **Report of Fire Official**

Monthly activity report for October 2016 read and submitted by Fire Official W. Heerwagen, Jr.

## **Old Business**

M. Tobin suggested switching the Board's current cell phone plan with Verizon Wireless to a government account, which would require paying off the current contract. Discussion followed. The Board will wait until the current contract is satisfied in six months before considering said switch.

R. Dorio is looking into storage units to house fire district records. This matter will be tabled until further review.

## **New Business**

### **Resolution #16-014 – Transfers of Funds**

K. Spolarich made a motion to make the following transfers of funds to the 2016 budget:

\$15,000.00 from account #50-0002 to account #50-0004

\$6,700.00 from account #50-0008 to account #50-0004

Second was made by C. Shotwell. All were in favor.

R. Dorio reported that the Norfolk Southern Corporation has proposed to close the railroad crossing on Railroad Avenue. R. Dorio and K. Spolarich will draft and send a letter of concern to Norfolk Southern and other affected agencies.

### **Resolution #16-015 – Appointment of Individual to Commissioner Vacancy**

R. Dorio made a motion to appoint John Kappus to the vacant commissioner's position on the Board. Second was made by M. Tobin. All were in favor.

R. Dorio reported that the rescue squad was not interested in a joint effort with the fire district and the fire department for a new building.

**Meeting opened to the public by R. Dorio at 8:28 P.M.**

No public participation.

**Meeting closed to the public by R. Dorio at 8:29 P.M.**

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

Treasurer's report for November 9, 2016, read and submitted by M. Tobin. Motion to pay bills made by C. Shotwell. Second was made by K. Spolarich. All were in favor. The total of the approved bills for November 9, 2016, is \$36,589.51.

**Miscellaneous**

None.

**Adjournment**

Motion made by M. Tobin to adjourn meeting at 8:32 P.M. Second was made by C. Shotwell. 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 #16-014**

**Authorizing Budget Transfers and/or  
Encumbrances Relative to 2016 Budget**

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WHEREAS, the Commissioners are authorized to undertake various budget transfers and/or encumbrances by statute; and

WHEREAS, it is necessary to undertake certain transfers and/or encumbrances.

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 budget transfers and/or encumbrances as reflected below are hereby adopted:

\$15,000.00 from account #50-0002 to account #50-0004

\$6,700.00 from account #50-0008 to account #50-0004

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

**Resolution #16-015**

**Authorizing Appointment of Individual to Commissioner Vacancy**

WHEREAS, Commissioner Jimmy Vinson has submitted his resignation as Commissioner effective September 14, 2016; and

WHEREAS, the Commissioners have accepted this resignation; and

WHEREAS, the Commissioners are desirous of appointing an individual to fill the vacancy until the next annual election.

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

(1) John Kappus is hereby appointed to fill the Commissioner vacancy as above referenced.

## Washington Township Fire Department

### Chiefs Report October 2016

November 7, 2016

For the month of October, 2016 the Washington Township Fire Department held 1 Business Meeting 3 Drills/Events and responded to 21 Emergency calls for a total of 250.34 Man Hours.

Hose for Cleveland loads – Has been received.

We held a drill with the new smoke machine with 28 Fire we smoked the entire house and the training was very successful.

We had a Scott Pack Demo on 10/31/2016 After which the fire store has now contacted me and wants to demo the MSA packs again. I was hoping to have both quotes for the District meeting this week but I will be planning on presenting both Scott and MSA at the December District meeting along with the flow test results from today.

Do we want to have the Chief's Steak Dinner? If so I would like to request 500.00 to get the ball rolling.

Fire prevention turnout is an issue and if it does not improve we will be turning the fire prevention programs back over to the board of fire prevention.

The new strainers have arrived.

We need to test the tank at Johnson Dodge

I will be out of town from 11/10/2016 – 11/20/2016

#### Upcoming Calendar of Events

11/07/2016 – Business Meeting

11/09/2016 - District Meeting

11/14/2016 – Drill TBD

11/21/2016 – Drill TBD

11/24/2016 – Thanksgiving

11/25/2016 – Coin Toss

11//28/2016 – Drill TBD

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

**Monthly Report October 2016**

Non Life Hazard Inspections – 8

Life Hazard Inspections – 8

CSDCMAC – 6

Permits Issued – 4

Non-Life Hazard Fee's collected - \$303.00

Smoke Detector Fee's (CSDCMAC) collected - \$300.00

State Quarterly Rebate - 0

Permit Fee's collected - \$84.00

Fire Official hours for October - 38

Fire Inspector hours for October - 26

Respectfully,

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

**Washington Township Fire District #1**

**Unpaid Bills Detail**

**All Transactions**

**11/09/16**

	<b>Type</b>	<b>Date</b>	<b>Memo</b>	<b>Open Balance</b>	<b>Num</b>
<b>Carl Shotwell - V</b>					
	Bill	11/07/2016		<u>800.00</u>	
Total Carl Shotwell - V				800.00	3563
<b>Emergency Reporting</b>					
	Bill	11/07/2016		<u>1,188.00</u>	
Total Emergency Reporting				1,188.00	3564
<b>Fail Safe fire hose testing, Inc.</b>					
	Bill	11/07/2016	hose ladder and pump test	<u>3,922.00</u>	
Total Fail Safe fire hose testing, Inc.				3,922.00	3565
<b>Fleet Services</b>					
	Bill	11/07/2016		<u>265.41</u>	
Total Fleet Services				265.41	3566
<b>Good Impressions</b>					
	Bill	11/09/2016	business cards fire inspector	<u>90.00</u>	
Total Good Impressions				90.00	3567
<b>Jimmy Vinson - V</b>					
	Bill	11/07/2016		<u>400.00</u>	
Total Jimmy Vinson - V				400.00	3568
<b>Karl Spolarich - v</b>					
	Bill	11/07/2016		<u>1,000.00</u>	
Total Karl Spolarich - v				1,000.00	3569
<b>M&amp;W Communications</b>					
	Bill	11/07/2016		<u>98.00</u>	
Total M&W Communications				98.00	3570
<b>MArgaret Tobin - v</b>					
	Bill	11/07/2016		<u>1,000.00</u>	
Total MArgaret Tobin - v				1,000.00	3571
<b>New Jersey Fire Equipment</b>					
	Bill	11/07/2016	battery	380.00	
	Bill	11/09/2016	camera batteries	360.00	
	Bill	11/09/2016	camera batteries	360.00	
	Bill	11/09/2016		<u>2,137.90</u>	
Total New Jersey Fire Equipment				3,237.90	3572

**Ralph Dorio - V**

Bill	11/07/2016		<u>1,000.00</u>	
Total Ralph Dorio - V			1,000.00	3573

**Tom Wilson - V**

Bill	11/09/2016	reimbursement for tools	<u>105.98</u>	
Total Tom Wilson - V			105.98	3574

**Verizon Wireless**

Bill	11/07/2016	line officer and fire prevention	<u>532.20</u>	
Total Verizon Wireless		cell phones	532.20	3575

**VFIS**

Bill	11/07/2016		3,822.00	
Bill	11/07/2016	brush truck	<u>578.01</u>	
Total VFIS			4,400.01	3576

**Washington Township Fire Department**

Bill	11/09/2016		<u>16,707.51</u>	
Total Washington Township Fire Department			16,707.51	3577

**Witmer Associates Inc.**

Bill	11/07/2016	strainer	<u>1,650.00</u>	
Total Witmer Associates Inc.			1,650.00	3578

**NJ Division Of Pension and Benefits**

Bill	11/09/2016	Pensions Q3 2016	<u>192.50</u>	
Total NJ Div Pension and Benefits			192.50	Auto

**TOTAL**

<u><u>36,589.51</u></u>
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