

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

Minutes for April 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 March 9, 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

C. Shotwell received a new fees and interest schedule from R&L Data for payroll hours that are submitted late. C. Shotwell will call R&L Data for more details regarding these fees.

R. Dorio received life insurance quotes from VFIS for the members of the fire department and will discuss these quotes under “New Business.”

J. Vinson received a request from Liberty Mutual to complete the annual Workmen’s Compensation audit. J. Vinson will complete said audit.

Report of Fire Chief

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

Report of Fire Department

Monthly report read and submitted by President P. Gormly.

Report of Fire Official

Monthly activity reports for February 2016 and March 2016 read and submitted by Fire Official W. Heerwagen, Jr.

Old Business

None.

New Business

R. Dorio received two quotes from VFIS for life insurance for the members of the fire department. The first quote is for \$75,000.00 for loss of life and \$10,000.00 for medical expenses for each member at an annual premium of \$2268.00. The second quote is for \$100,000.00 for loss of life and \$10,000.00 for medical expenses for each member at an annual premium of \$2583.00. R. Dorio will contact VFIS for more information regarding these quotes.

Meeting opened to the public by R. Dorio at 8:33 P.M.

No public participation.

Meeting closed to the public by R. Dorio at 8:34 P.M.

Treasurer's Report/Payment of Bills

Treasurer's report for April 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 April 13, 2016, is \$59,270.01.

Miscellaneous

Resolution #16-012 Closing of Meeting Pursuant to Open Public Meetings Act

Motion made by K. Spolarich to close the public meeting at 8:40 P.M. and move to executive session to discuss personnel matters regarding the Bureau of Fire Prevention. Second was made by J. Vinson. All were in favor. The executive session ended at 8:56 P.M. and the public portion of meeting was resumed.

Adjournment

Motion made by C. Shotwell to adjourn meeting at 8:57 P.M. Second was made by J. Vinson. All were in favor.

Karl B. Spolarich
Secretary

Washington Township Fire Department
Chiefs Report March 2016
April 4, 2016

For the month of March 2016 the Washington Township Fire Department held 1 Business Meeting 3 Drills and responded to 16 Emergency calls for a total of 148.23 Man Hours. Our installation dinner held on March 19 was a great success. Thanks to all who attended to celebrate the new officers.

I have met with Chairman Dorio and finalized the LOSAP numbers. I have posted the numbers at each fire house.

Fire fighter Falzarano gave a drill on dangerous building construction. He has provided samples to keep on display at Brass Castle. Thanks to Bob. Any other member interested in leading a training session please contact me or Tom.

Harrisburg Fire Expo – Friday May 20, 2016 – Sunday May 22, 2016. We will be attending as a group on the Friday.

Members are reminded that they and their spouse can have a cardiac workup done by Deborah at no cost. This is a full day workup and you will get the results when completed. Please go to <http://www.captainsgift.com/> for more information.

The LED headlights on 76-75 have been completed and they make a big difference. This month we will be changing 76-65 and 76-64 over to the new headlights. Maintenance has been completed on 76-75 and 76-64, 76-65 is currently out and should be complete by the end of the week.

We are discussing a trip to NYC to the 911 memorial. This would be a bus trip for members, spouse, or significant others. Anyone interested please contact me. Depending on the numbers we will offer remaining seats to 83 and 57 fire. More information will be provided next meeting.

I am currently working with County dispatch on the issues we have been experiencing. Including but not limited to box alarm alerting for confirmed structure fires, miscommunications of foreground channels, 10 minute time checks, including updates during re-alerts
Grand opening of Baker Federal Credit Union newest branch was postponed. They have requested an engine April 16th from 11-2pm. We will be wearing Class B uniforms and bringing our fire prevention materials.

1st quarter percentages will be posted at each fire house this week.

Upcoming Calendar of Events

4/11/2016 – Pump/Drafting/Water tank operations. 19:00 Draft site TBD.

4/13/2016 – District Meeting 20:00 BCFH

4/18/2016 – Hydrant operations Hitting hydrant/Hydrant Assist Valve/Street hydrant. 19:00

4/25/2016 – Mansfield drill house. Search Rescue/Hose Line Advance/Truck Placement/Basic interior attack operations. 19:00

5/14/2016 – CPR Refresher. This is a Saturday Class and will begin at 09:00. We should be completed by 13:00. Lunch will be provided.

Respectfully Submitted
Mitch Tobin – Chief

Washington Township Volunteer Fire Department
P.O. Box 307
Washington, NJ 07882
(908) 689-0575

Fire prevention is the key to fire safety.

April 13, 2016

Presidents Report

After meeting with the Washington Township Fire Department Executive Board, we are requesting that all new applicants over the age of 18 have a background check as part of the application process.

Additionally, we continue our efforts to purchase a new truck for the department. We have narrowed down our search and are looking to go with a brush truck style vehicle that is similar to our 76-82. We have two meetings this week with potential companies. As discussed in January's District meeting we are looking for the district to maintain, insure, fuel, equip, and house this vehicle that the fire department purchases.

Paul Gormly

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

Monthly Report February 2016

Non Life Hazard Inspections – 0

Life Hazard Inspections – 0

CSDCMAC – 4

Permits Issued – 0

Non-Life Hazard Fee's collected - 0

Smoke Detector Fee's (CSDCMAC) collected - \$200.00

State Quarterly Rebate - 0

Permit Fees collected - 0

Fire Official hours for the month were 39 ½

Respectfully,

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

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

Monthly Report March 2016

Non Life Hazard Inspections – 6

Life Hazard Inspections – 3

CSDCMAC – 9

Permits Issued – 2

Non-Life Hazard Fee's collected - \$899.00

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

Smoke Detector Fee's (CSDCMAC) collected - \$435.00

Permit Fees collected - \$42.00

Fire Official hours for the month were 39 ½

Respectfully,

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

**Washington Township Fire District #1
Unpaid Bills Detail
All Transactions
04/13/16**

	<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>	<u>Num</u>
Advance Auto Parts					
	Bill	04/11/2016		<u>86.56</u>	
Total Advance Auto Parts				86.56	3453
Blacher Canvas					
	Bill	04/09/2016		<u>770.00</u>	
Total Blacher Canvas				770.00	3454
C&M Auto Parts					
	Bill	03/31/2016		<u>18.37</u>	
Total C&M Auto Parts				18.37	3455
Comcast					
	Bill	03/31/2016	internet and phone Washburn fh	311.04	
	Bill	03/31/2016	internet and phones brass castle	<u>307.00</u>	
Total Comcast				618.04	3456
Fire and Safety Services , LTD.					
	Bill	04/11/2016		<u>2,286.07</u>	
Total Fire and Safety Services , LTD.				2,286.07	3457
Fleet Services					
	Bill	04/11/2016	vehicle fuel	<u>476.70</u>	
Total Fleet Services				476.70	3458
Jack's Glass					
	Bill	04/13/2016	replace windshield 76-87	<u>240.00</u>	
Total Jack's Glass				240.00	3459
John Kappus - V					
	Bill	04/11/2016	gym membership reimbursement	<u>250.00</u>	
Total John Kappus - V				250.00	3460
New Jersey American Water					
	Bill	03/31/2016	hydrants	<u>5,637.50</u>	
Total New Jersey American Water				5,637.50	3461

New Jersey State Assoc. Of Fire Districts

Bill	03/31/2016	dues	<u>300.00</u>	
Total New Jersey State Assoc. Of Fire Districts			300.00	3462

Oshkosh Capital

Bill	04/09/2016		<u>40,350.13</u>	
Total Oshkosh Capital			40,350.13	3463

Paul Gormly-V

Bill	04/11/2016	reimbursement for lanyards and banner for membership committee	<u>1,439.50</u>	
Total Paul Gormly-V			1,439.50	3464

Puleo's Auto Clinic and Discount Tire

Bill	04/09/2016	maintenance fire official car	597.47	
Bill	04/11/2016	76-87	<u>765.44</u>	
Total Puleo's Auto Clinic and Discount Tire			1,362.91	3465

R&L Data Centers Inc.

Bill	04/11/2016	fire official payroll	<u>127.78</u>	
Total R&L Data Centers Inc.			127.78	3466

Richard M. Braslow, ESQ

Bill	03/31/2016		854.50	
Bill	04/11/2016		<u>153.00</u>	
Total Richard M. Braslow, ESQ			1,007.50	3467

Staples

Bill	03/31/2016		<u>299.34</u>	
Total Staples			299.34	3468

Verizon Wireless

Bill	03/31/2016	cell phone line officer and fire official	<u>445.20</u>	
Total Verizon Wireless			445.20	3469

VFIS

Bill	04/11/2016	accident and sickness insurance	<u>2,268.00</u>	
Total VFIS			2,268.00	3470

Warren Healthcare Alliance

Bill	04/11/2016	drug test M. R. (new member)	<u>50.00</u>	
Total Warren Healthcare Alliance			50.00	3471

Washington Township Fire Department

	Bill	04/09/2016	reimbursement	<u>95.35</u>	
Total Washington Township Fire Department				95.35	3472

Witmer Associates Inc.

	Bill	03/31/2016	gloves	<u>1,141.06</u>	
Total Witmer Associates Inc.				<u>1,141.06</u>	3473

TOTAL 59,270.01

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

Resolution # 16-012

**Closing of Meeting Pursuant to
Open Public Meetings Act**

WHEREAS, pursuant to the Open Public Meetings Act, the Commissioners are allowed to engage in executive session during any particular meeting when it becomes necessary to discuss matters which the statute allows to be discussed in executive session; and

WHEREAS, it was necessary for the Commissioners to discuss various matters of personnel and, accordingly, the Commissioners met in executive session to discuss same.

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 meeting of April 13, 2016, is closed and will be reopened at such time as the discussion in executive session has been completed.
- (2) The minutes will be revealed to the public at such time as the matters discussed have been resolved.