

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

**Minutes for June 8, 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.

R. Dorio also offered the Board's best wishes for C. Shotwell.

**Roll Call**

Chairman – Ralph Dorio – Present

Vice Chairman – Carl Shotwell – Absent

Secretary – Karl Spolarich – Absent

Treasurer – Margaret Tobin – Present

Assistant Secretary/Treasurer – Jimmy Vinson – Present

**Certification of Public Meeting Law**

J. Vinson, assistant 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 May 11, 2016, meeting were read by J. Vinson. Motion to accept minutes as read made by M. Tobin. Second was made by R. Dorio. All were in favor.

**Correspondence**

R. Dorio reported that a letter is required in order to post the surplus radios for sale on the web.

**Report of Fire Chief**

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

## **Report of Fire Department**

None.

## **Report of Fire Official**

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

## **Old Business**

R. Dorio reported that the Board and the fire department need to update the lease agreement.

## **New Business**

R. Dorio reported that there will be no changes to line items in the budget at this time.

## **Meeting opened to the public by R. Dorio at 8:15 P.M.**

No public participation.

## **Meeting closed to the public by R. Dorio at 8:16 P.M.**

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

Treasurer's report for June 8, 2016, read by M. Tobin and submitted. Motion to pay bills made by J. Vinson. Second was made by R. Dorio. All were in favor. The total of the approved bills for June 8, 2016, is \$16,562.73.

## **Miscellaneous**

R. Dorio addressed the Bureau of Fire Prevention's budget shortfall with Fire Official W. Heerwagen, Jr.

## **Adjournment**

Motion made by M. Tobin to adjourn meeting at 8:20 P.M. Second was made by J. Vinson. All were in favor.

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**Karl B. Spolarich**  
Secretary

# Washington Township Fire Department

## Chiefs Report May 2016

June 6, 2016

For the month of May 2016 the Washington Township Fire Department held 1 Business Meeting 4 Drills/Events and responded to 18 Emergency calls for a total of 210.98 Man Hours.

Flash light hold down straps are on a 4 week wait list. Those members still wishing to have them added please work with 76-80 to have it scheduled.

The Tires on 76-65 and 76-64 have been completed.

I have transferred the Knox Box administrator from Mark to myself and I will be adding the Assistant Chief. Each member will be issued a Knox Box Password. The boxes in the apparatus will be audited monthly. They are to be used for incidents only. You will be held accountable for misuse of the Knox Box system.

I am currently still 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.

We are awaiting a scheduled day for the County to come fix the radio in Washburn. It seems this past month the Siren has been getting better. We are also working in conjunction with the Warren County Active Chief's Committee on making the dispatchers adhere to their own SOP's and Training.

WCFA is offering RIC/FAST Team Training Starting Friday June 10 – Sunday June 12. Contact 76-60 if interested

Congratulations to Darian for being accepted into the Spring 2017 Paramedic class at Union Community College.

Presentation of commendation from New Jersey Legislature and Town of Hillsborough for participation in the fire on February 11, 2016.

### Upcoming Calendar of Events

6/6/2016 – Business Meeting

6/08/2016 – District Meeting

6/13/2016 – Water Shuttle Shirts Road

6/20/2016 – Mansfield Drill House Smoke Maze

6/25/2016 – Warren County Fire Academy and Fire Ground Dedication 12:00

6/27/2016 – Small Equipment Station Maintenance Find the Hydrant

7/4/2016 – Washington Celebrates America Parade and Fireworks Line Up 14:00

8/1/2016 – Warren County Farmers Fair Apparatus Show and Display 17:00 – 22:00

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

**Monthly Report May 2016**

Non Life Hazard Inspections – 9

Life Hazard Inspections – 5

Rechecks - 3

CSDCMAC – 4

Permits Issued – 2

Non-Life Hazard Fee's collected - \$502.00

Life Hazard Fee's from State of New Jersey - \$2,555.15

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

Permit Fee's collected - \$84.00

Fire Official hours for the month - 37 ½

Fire Inspectors hours for the month – 15

Respectfully,

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

**Washington Township Fire District #1**  
**Unpaid Bills Detail**  
**All Transactions**  
**06/08/16**

	<b>Date</b>	<b>Memo</b>	<b>Open Balance</b>	<b>Num</b>
<b>911 Safety Equipment</b>				
	06/08/2016	gear cleaning	<u>287.16</u>	
Total 911 Safety Equipment			287.16	3491
<b>C&amp;M Auto Parts</b>				
	06/06/2016		<u>24.99</u>	
Total C&M Auto Parts			24.99	3492
<b>Carl Shotwell - V</b>				
	06/06/2016		<u>800.00</u>	
Total Carl Shotwell - V			800.00	3493
<b>CPR 4 YOU</b>				
	06/08/2016	CPR refresher 5/14/2016	<u>304.00</u>	
Total CPR 4 YOU			304.00	3494
<b>Edward Kiley - V</b>				
	06/08/2016	reimbursement books f.i.course	<u>590.84</u>	
Total Edward Kiley - V			590.84	3495
<b>Fleet Services</b>				
	06/06/2016	vehicle fuel	<u>393.22</u>	
Total Fleet Services			393.22	3496
<b>Jim Vinson - V</b>				
	06/06/2016		<u>800.00</u>	
Total Jim Vinson - V			800.00	3497
<b>Karl Spolarich - v</b>				
	06/06/2016		<u>1,000.00</u>	
Total Karl Spolarich - v			1,000.00	3498
<b>Kistler OBrien Fire Protection</b>				
	06/08/2016	fire extinguisher testing	<u>299.00</u>	
Total Kistler OBrien Fire Protection			299.00	3499
<b>Lawson Products</b>				
	06/06/2016	gloves, paint markers, steamcleaner supplies	<u>402.34</u>	

Total Lawson Products			402.34	3500
<b>MArgaret Tobin - v</b>				
	06/06/2016		<u>1,000.00</u>	
Total MArgaret Tobin - v			1,000.00	3501
<b>motorola solutions, Inc.</b>				
	06/06/2016	paggers, batteries, programming and warranty	<u>2,755.00</u>	
Total motorola solutions, Inc.			2,755.00	3502
<b>Ok Auto &amp; 4WD</b>				
	06/06/2016	tires	<u>2,200.00</u>	
Total Ok Auto & 4WD			2,200.00	3503
<b>R&amp;L Data Centers Inc.</b>				
	06/06/2016	fire official and fire inspector payroll	<u>78.96</u>	
Total R&L Data Centers Inc.			78.96	3504
<b>Ralph Dorio - V</b>				
	06/06/2016		<u>1,000.00</u>	
Total Ralph Dorio - V			1,000.00	3505
<b>Staples</b>				
	06/06/2016	ink brass castle printer	64.02	
	06/06/2016	ink fire official printer	<u>193.98</u>	
Total Staples			258.00	3506
<b>Verizon Wireless</b>				
	06/06/2016	cell phones line officers and fire official	<u>440.20</u>	
Total Verizon Wireless			440.20	3507
<b>VFIS</b>				
	06/06/2016	insurance truck	<u>3,929.02</u>	
Total VFIS			<u>3,929.02</u>	3508
<b>TOTAL</b>			<u><u>16,562.73</u></u>	