

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

Minutes for August 9, 2017:

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 – Marc DeMarco – Absent
Assistant Secretary/Treasurer – John Kappus – 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 July 12, 2017, meeting were read by K. Spolarich. Motion to accept minutes as read made by C. Shotwell. Second was made by J. Kappus. All were in favor.

Correspondence

None.

Report of Fire Department

None.

Report of Fire Chief

Monthly activity report for July 2017 read and submitted by Chief T. Wilson.

Report of Fire Official

Monthly activity report for July 2017 read and submitted by Fire Official E. Kiley.

Old Business

J. Kappus recommended that the Board should request updated hydrant maintenance records from New Jersey American Water. K. Spolarich will contact Francis Hadley, Operations Superintendent of New Jersey American Water, to request said records.

New Business

Resolution #17-013 – Certification of Annual Audit

K. Spolarich made a motion to certify the 2016 annual audit as completed by Urban & Jinks. Second was made by C. Shotwell. All were in favor.

Resolution #17-014 – Creation of Paid Position of Firehouse Caretaker

K. Spolarich made a motion to introduce and pass the first reading of the resolution to create a paid position of Firehouse Caretaker. Second was made by R. Dorio. K. Spolarich and R. Dorio voted in favor of this motion, C. Shotwell voted against this motion, and J. Kappus abstained. Motion passed its first reading and will be considered for final passage at the Board's regular meeting to be held on September 13, 2017, at 8:00 P.M.

Meeting opened to the public by R. Dorio at 8:36 P.M.

No public participation.

Meeting closed to the public by R. Dorio at 8:37 P.M.

Treasurer's Report/Payment of Bills

Treasurer's report for August 2017 read by R. Dorio. Motion to pay bills made by J. Kappus. Second was made by C. Shotwell. All were in favor. The total of the approved bills for August 2017 is \$8,800.54.

Miscellaneous

None.

Adjournment

Motion made by C. Shotwell to adjourn meeting at 8:38 P.M. Second was made by J. Kappus. All were in favor.

Karl B. Spolarich
Secretary

**WASHINGTON TOWNSHIP FIRE DEPARTMENT
PO BOX 307
WASHINGTON, NEW JERSEY 07882
76fire.org**

**CHIEF'S REPORT
JULY 2017**

During the month of July, the Washington Township Fire Department conducted a business meeting, 3 drills and responded to 21 emergency calls.

DRILLS FOR AUGUST

August 7 – Business Meeting

August 14 – Underground Tanks

August 21 - Forcible Entry

August 28 – Know Your Connection

Respectfully Submitted

Chief Tom Wilson

**Washington Township Bureau of Fire Prevention
Fire Official Report
211 Route 31 North
Washington, NJ 07882**

Monthly Report July 2017

Non Life Hazard Inspections - 2

Life Hazard Inspections - 10

CSDCMAC - 15

Permits Issued - 0

Non Life Hazard Fees Collected - \$0

Life Hazard Fees collected from State of NJ -

Smoke Detector Fees (CSDCMAC) collected - \$750.00

Permit Fees collected - \$0

Fire Official Hours - 38

Fire Inspector Hours - 23

Edward Kiley

Fire Official - Washington Township Fire District #1

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT
FORM OF RESOLUTION #17-013

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2016 has been filed with the *Municipal Clerk* pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Board of Commissioners of the Fire District No. 1 of the Township of Washington, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON AUGUST 9, 2017.


Clerk



**The Commissioners of Fire District No. 1
in the Township of Washington, County of Warren**

Resolution # *17-014*

Authorizing Creation of Paid Position of Firehouse Caretaker

WHEREAS, there exists a need within Fire District No. 1 in the Township of Washington, County of Warren, to create a paid position entitled "Firehouse Caretaker" to perform those duties as necessary; and

WHEREAS, the Commissioners have determined that they are desirous of creating said position.

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

- (1) The position of Firehouse Caretaker is hereby established.
- (2) The salary, benefits and terms and conditions of employment for this position shall be as determined by the Commissioners and as otherwise mandated by New Jersey statutory law.
- (3) The Firehouse Caretaker shall undertake any and all responsibilities and administrative obligations relative to the fire district, as determined necessary by the Commissioners.
- (4) The Firehouse Caretaker shall be under the supervision of the Commissioners as designated by the Commissioners pursuant to N.J.S.A. 40A:14-81.3.
- (5) This resolution shall take effect following final adoption and publication pursuant to New Jersey statutory law.

NOTICE is hereby given that the above resolution was introduced and passed upon first reading at a regular meeting of the Commissioners held on August 9, 2017, and will be considered for final passage at a regular meeting to be held on September 13, 2017, at 8:00 p.m. at the Washington Township Firehouse, 16 Pleasant Valley Road, Washington, NJ 07882, at which time and place any person wishing to be heard shall be given the opportunity.

PLEASE TAKE FURTHER NOTICE that copies of said resolution shall be made available to each person requesting a copy of same during the week prior to the second reading of this resolution and during the hearing concerning the same, and said copies may be obtained from the Commissioners.

Karl B. Spolarich, Secretary
The Commissioners of Fire District No. 1
Township of Washington, County of Warren

