

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

Minutes for October 14, 2020:

Meeting Called to Order by J. Kappus at 8:00 P.M.

Pledge of Allegiance

J. Kappus requested a moment of silence for all fallen firefighters.

Roll Call

Chairman – John Kappus – Present
Vice Chairman – Michael Riotto – Present
Secretary – Karl Spolarich – Present
Treasurer – Marc DeMarco – Present
Assistant Secretary/Treasurer – Matthew Noctor – 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 September 9, 2020, meeting were read by K. Spolarich. Motion to accept minutes as read made by M. DeMarco. Second was made by M. Riotto. All were in favor.

Correspondence

M. DeMarco received the “New Jersey State Association of Fire Districts June 6, 2020 Quarterly Meeting” minutes.

Report of Fire Department

None.

Report of Fire Chief

Monthly activity report for September 2020 submitted by Chief B. Trimmer.

Report of Fire Official

Monthly activity report for September 2020 read and submitted by Fire Official E. Kiley.

Old Business

K. Spolarich received the Privacy Policy and the Terms and Conditions required for the District's website from R. Braslow, the Board's attorney. These documents have been forwarded to the webmaster to be posted on the District's website.

M. DeMarco purchased two desktops and monitors and two laptops for the Board.

M. Riotto reported that the former Bureau of Fire Prevention vehicle was sold on GovDeals.com for \$282.00.

New Business

Resolution #20-014 – Certification of Annual Audit

K. Spolarich made a motion to certify the 2019 annual audit as completed by Urban & Jinks. Second was made by M. Riotto. All were in favor.

Resolution #20-015 – Authorizing Acceptance of Bid Concerning Sale of Vehicle

M. Riotto made a motion to accept the bid from Red Truck Sales for the sum of \$10,000.00 for the purchase of the S&S Fire Apparatus 1994 International Tanker/Pumper 2000 Gallon Model 4900 4X2. Second was made by K. Spolarich. All were in favor.

M. Riotto made a motion to purchase a support vehicle from Lambertville/New Hope Ambulance and Rescue Squad for \$8000.00. Second was made by M. Noctor. All were in favor.

Meeting opened to the public by J. Kappus at 8:47 P.M.

No public participation.

Meeting closed to the public by J. Kappus at 8:48 P.M.

Treasurer's Report/Payment of Bills

Treasurer's report for October 12, 2020, read and submitted by M. DeMarco. Motion to pay bills made by K. Spolarich. Second was made by M. Riotto. All were in favor. The total of the approved bills for October 12, 2020, is \$75,037.79.

Miscellaneous

K. Spolarich reported that the LOSAP calculations have cleared the thirty day review period and have been submitted to Lincoln Financial for processing.

Adjournment

Motion made by M. Riotto to adjourn meeting at 8:58 P.M. Second was made by M. Noctor. All were in favor.

Karl B. Spolarich
Secretary

Washington Township Fire Department

October 14, 2020

Board of Fire Commissioners:

Chief's report for the month of September 2020

Accomplishments for the month:

We had 19 fire calls.

We held a total of 3 drills.

We held 1 Business meeting

Sincerely,

Chief Brian Trimmer

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

SEPTEMBER 2020

Non Life Hazard Inspections - 5

Life Hazard Inspections - 3

CSDCMAC - 57

Permits Issued - 07

Non Life Hazard Fees Collected - \$ 0.00

Life Hazard Fees collected from State of NJ - \$ 0.00

Smoke Detector Fees (CSDCMAC) collected 2850.00

Permit Fees collected - \$ 965.00

Fire Official Hours - 62

Fire Inspector Hours - 16

Edward Kiley

Fire Official - Washington Township Fire District #1

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT
FORM OF RESOLUTION # 20-014

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 2019 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 **OCT. 14**, 2020.


Clerk

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

Resolution #20-015

Authorizing Acceptance of Bid Concerning Sale of Vehicle

WHEREAS, the Commissioners advertised concerning the sale of a S&S Fire Apparatus 1994 International Tanker/Pumper 2000 Gallon Model 4900 4X2 (hereinafter referred to as “the Vehicle”); and

WHEREAS, a single bid has been received concerning the above referenced project; and

WHEREAS, the fire district deems the bid acceptable and in the best interest of the fire district.

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 Vehicle is hereby sold to Red Truck Sales for the sum of \$10,000.00.

(2) The sale is contingent upon the execution of the hold harmless and indemnification agreement by the party.

Washington Township Fire District #1

Unpaid Bills Detail

As of October 12, 2020

| | Type | Date | Num | Due Date | Aging | Open Balance |
|---|------|------------|-----------------------|------------|-------|------------------|
| C&M Auto Parts | | | | | | |
| | Bill | 10/12/2020 | 1960 | 10/22/2020 | | <u>3.59</u> |
| Total C&M Auto Parts | | | | | | 3.59 |
| Comcast | | | | | | |
| | Bill | 10/12/2020 | 8499052730036227 | 10/22/2020 | | 104.66 |
| | Bill | 10/12/2020 | 8499052730036219 | 10/22/2020 | | <u>387.86</u> |
| Total Comcast | | | | | | 492.52 |
| Fleet Services | | | | | | |
| | Bill | 10/12/2020 | 67649765 | 10/22/2020 | | <u>300.00</u> |
| Total Fleet Services | | | | | | 300.00 |
| Frank Rymon and Sons Inc. | | | | | | |
| | Bill | 10/12/2020 | 7/31/2020 | 10/22/2020 | | <u>128.29</u> |
| Total Frank Rymon and Sons Inc. | | | | | | 128.29 |
| Lambertville-New Hope Ambulance & Rescue | | | | | | |
| | Bill | 10/12/2020 | | 10/22/2020 | | <u>8,000.00</u> |
| Total Lambertville-New Hope Ambulance & Rescue | | | | | | 8,000.00 |
| Lawson Products | | | | | | |
| | Bill | 10/12/2020 | 9307702736 | 10/22/2020 | | <u>261.60</u> |
| Total Lawson Products | | | | | | 261.60 |
| Liberty Mutual | | | | | | |
| | Bill | 10/12/2020 | 13716252 | 10/22/2020 | | <u>20,230.00</u> |
| Total Liberty Mutual | | | | | | 20,230.00 |
| M&W Communications | | | | | | |
| | Bill | 10/12/2020 | 306315 | 10/22/2020 | | <u>155.00</u> |
| Total M&W Communications | | | | | | 155.00 |
| New Jersey American Water | | | | | | |
| | Bill | 10/12/2020 | 1018- 210023095075 | 10/12/2020 | | <u>5,842.00</u> |
| Total New Jersey American Water | | | | | | 5,842.00 |
| New Jersey Fire Equipment | | | | | | |
| | Bill | 10/12/2020 | 64347 | 10/22/2020 | | 760.50 |
| | Bill | 10/12/2020 | 64495 | 10/22/2020 | | 450.00 |
| | Bill | 10/12/2020 | 64490 | 10/22/2020 | | <u>402.00</u> |
| Total New Jersey Fire Equipment | | | | | | 1,612.50 |

NJ Advanced Media

| | | | | |
|------|------------|------------|------------|--------------|
| Bill | 10/12/2020 | 0009726907 | 10/22/2020 | <u>75.95</u> |
|------|------------|------------|------------|--------------|

Total NJ Advanced Media

75.95

R&L Data Centers Inc.

| | | | | |
|------|------------|--------|------------|--------|
| Bill | 10/12/2020 | 101375 | 10/12/2020 | 249.19 |
|------|------------|--------|------------|--------|

| | | | | |
|------|------------|-------|------------|--------------|
| Bill | 10/12/2020 | 10116 | 10/12/2020 | <u>98.28</u> |
|------|------------|-------|------------|--------------|

Total R&L Data Centers Inc.

347.47

Richard Braslow

| | | | | |
|------|------------|-------|------------|-----------------|
| Bill | 10/12/2020 | 21513 | 10/12/2020 | <u>1,735.50</u> |
|------|------------|-------|------------|-----------------|

Total Richard Braslow

1,735.50

State Of New Jersey Department of Labor

| | | | | |
|------|------------|------|------------|-------------|
| Bill | 10/12/2020 | wash | 10/22/2020 | <u>3.00</u> |
|------|------------|------|------------|-------------|

Total State Of New Jersey Department of Labor

3.00

Urban And Jinks

| | | | | |
|------|------------|-------|------------|-----------------|
| Bill | 10/12/2020 | 15877 | 10/22/2020 | <u>7,300.00</u> |
|------|------------|-------|------------|-----------------|

Total Urban And Jinks

7,300.00

Verizon Wireless

| | | | | |
|------|------------|------------|------------|---------------|
| Bill | 10/12/2020 | 9863304414 | 10/12/2020 | <u>951.87</u> |
|------|------------|------------|------------|---------------|

Total Verizon Wireless

951.87

Washington Township Fire Department

| | | | | |
|------|------------|-------------------|------------|------------------|
| Bill | 10/12/2020 | 2nd & 3rd quarter | 10/12/2020 | <u>27,598.50</u> |
|------|------------|-------------------|------------|------------------|

Total Washington Township Fire Department

27,598.50**TOTAL**75,037.79