

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

**Minutes for December 9, 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 November 11, 2020, meeting were read by K. Spolarich. Motion to accept minutes as read made by M. Riotto. Second was made by M. Noctor. All were in favor.

**Correspondence**

M. DeMarco received the “New Jersey State Association of Fire Districts September 19, 2020 Quarterly Meeting” minutes.

**Report of Fire Department**

None.

**Report of Fire Chief**

Monthly activity report for November 2020 read and submitted by Chief B. Trimmer.

J. Kappus responded to a question from the Chief that, in accordance with the Board's insurance policy, any member of the fire department who desires to drive an apparatus needs to be properly trained and adhere to the following age requirements: 21 years of age or older to drive any vehicle or apparatus with air brakes, and 18 years of age or older to drive any vehicle or apparatus without air brakes.

### **Report of Fire Official**

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

### **Old Business**

M. Riotto reported that the former Bureau of Fire Prevention vehicle has been picked up by the purchaser. He will return the license plates for this vehicle and the former 76-72 to the New Jersey Motor Vehicle Commission.

M. DeMarco reported that Staples is issuing a credit for the two laptops that were on backorder and have cancelled the order. He will place another order to purchase the two laptops for the Board.

### **New Business**

#### **Resolution #20-016 – Adoption of Temporary Budget for 2021**

K. Spolarich made a motion to adopt a temporary budget for 2021 until the fire district's budget is adopted at its January 13, 2021, monthly meeting. Second was made by M. DeMarco. All were in favor.

#### **Resolution #20-017 – 2021 Budget Presentation**

Proposed 2021 budget of the Board in the amount of \$595,982.05, with a total of \$570,277.05 to be raised by taxes, was presented for public discussion and approval. K. Spolarich made a motion to approve the 2021 proposed budget. Second was made by M. Noctor. All were in favor.

#### **Resolution #20-018 – Annual Election Change to the November General Election**

K. Spolarich made a motion to change the annual election date of the fire district, commencing with the 2021 fire district election, to the date of the November general election. Second was made by M. DeMarco. All were in favor.

### **Meeting opened to the public by J. Kappus at 8:19 P.M.**

Bill Hepp, 37 St. Andrews Drive, expressed concerns regarding the costs to the taxpayers of Washington Township funding its own basic life support service.

**Meeting closed to the public by J. Kappus at 8:28 P.M.**

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

Treasurer's report for December 8, 2020, read and submitted by M. DeMarco. Motion to pay bills made by K. Spolarich. Second was made by M. Noctor. All were in favor. The total of the approved bills for December 8, 2020, is \$37,105.28.

**Miscellaneous**

M. Noctor requested that the commissioners' email accounts be updated. M. DeMarco will address this issue.

J. Kappus reported that he has completed the annual audit for the New Jersey State Workers' Compensation Bureau. He requested that any correspondence regarding the Workers' Compensation annual audit be forwarded to him.

**Adjournment**

Motion made by K. Spolarich to adjourn meeting at 8:35 P.M. Second was made by M. DeMarco. All were in favor.

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**Karl B. Spolarich**  
Secretary

# Washington Township Fire Department

December 9, 2020

Board of Fire Commissioners:

Chief's report for the month of November 2020

Accomplishments for the month:

We had 20 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**

**NOVEMBER**

**Monthly Report 2020**

Non Life Hazard Inspections - 6  
Life Hazard Inspections - 7  
CSDCMAC - 15

Permits Issued - 2

Non Life Hazard Fees Collected -

Life Hazard Fees collected from State of NJ - 898.95  
Smoke Detector Fees (CSDCMAC) collected- 750.00

Permit Fees collected - 214.00

Fire Official Hours - 70

Fire Inspector Hours -

Edward Kiley  
Fire Official - Washington Township Fire District #1

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

**Resolution #20-016**

**Adoption of Temporary Budget for 2021**

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WHEREAS, it has become necessary for the Commissioners of Fire District No. 1 in the Township of Washington, County of Warren, by resolution, to adopt a temporary budget to make appropriations and to provide for the period between the beginning of the fiscal year, January 1, 2021, and the adoption of the budget by the fire district, which is scheduled for January 13, 2021.

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

(1) A temporary budget is hereby adopted to be effective from the beginning of the fiscal year as noted above and to be in full force and effect until the adoption of the annual fire district budget; the total of the appropriations of the temporary budget to reflect not in excess of 14 percent of the total of the appropriations made for all purposes in the budget for the preceding fiscal year exclusive of appropriations for interest and debt redemption charges and capital improvements.

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

**Resolution # 20-018**

**Authorizing Annual Election Change to the Date  
of the November General Election**

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WHEREAS, the annual election of the Fire District is currently the third Saturday in February in accordance with New Jersey statute; and

WHEREAS, the referenced statute was amended to allow a Fire District on a permissive basis to change the date of its annual election to the date of the November General Election which is the first Tuesday after the first Monday in November; and

WHEREAS, a resolution need be adopted by the Fire District providing for the change of the annual election date; and

WHEREAS, the County Board of Elections must then be notified of the change in annual election date and the County Board of Elections must then certify that the election may be conducted in accordance with the requirements of N.J.S.A. 19:4-10; and

WHEREAS, the County Board of Elections will issue such certification if the boundaries of the Fire District coincides with the boundary lines of existing election districts; and

WHEREAS, the law allowing for a Fire District to change its annual election date is effective January 1, 2019; and

WHEREAS, once the Fire District changes its annual election date the annual election date of the Fire District cannot be changed back to February; and

WHEREAS, the Fire District deems it appropriate to change the annual election date to the date of the November General 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) The annual election date of the Fire District commencing with the 2021 Fire District election shall be changed to the date of the November General Election.
- (2) A copy of this resolution upon adoption shall be forwarded to the County Board of Elections, Department of Community Affairs Director, and the Township.
- (3) The Fire District is authorized to undertake any further action necessary and to execute any and all documentation necessary to implement this change of the annual election date.

Adopted: December 9, 2020

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

Certification

I, Karl B. Spolarich, Secretary of the Commissioners of Fire District No. 1 in the Township of Washington, County of Warren, hereby certify that the foregoing resolution was duly adopted by the Commissioners at a regular meeting held on December 9, 2020.

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

The foregoing resolution was introduced by Commissioner Spolarich and it was seconded by Commissioner DeMarco.

**RECORD OF VOTE**

<b>Members</b>	<b>KAPPUS</b>	<b>RIOTTO</b>	<b>SPOLARICH</b>	<b>DEMARCO</b>	<b>NOCTOR</b>
<b>Yes</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
<b>No</b>					
<b>Abstain</b>					
<b>Absent</b>					

# Washington Township Fire District #1

## Unpaid Bills Detail

As of December 8, 2020

	Type	Date	Num	Due Date	Aging	Open Balance
<b>Comcast</b>						
	Bill	12/08/2020		12/18/2020		71.32
	Bill	12/08/2020		12/18/2020		<u>175.22</u>
Total Comcast						246.54
<b>Emergency Reporting</b>						
	Bill	12/08/2020	202020470	12/18/2020		<u>1,633.00</u>
Total Emergency Reporting						1,633.00
<b>Fleet Services</b>						
	Bill	12/08/2020	68739343	12/18/2020		<u>300.00</u>
Total Fleet Services						300.00
<b>Lawson Products</b>						
	Bill	12/08/2020	938012054	12/18/2020		<u>253.50</u>
Total Lawson Products						253.50
<b>M&amp;W Communications</b>						
	Bill	12/08/2020		12/18/2020		<u>2,812.80</u>
Total M&W Communications						2,812.80
<b>New Jersey American Water</b>						
	Bill	12/08/2020	1018- 210023095075	12/08/2020		<u>11,684.00</u>
Total New Jersey American Water						11,684.00
<b>R&amp;L Data Centers Inc.</b>						
	Bill	12/08/2020	101638	12/08/2020		<u>0.63</u>
Total R&L Data Centers Inc.						0.63
<b>Richard Braslow</b>						
	Bill	12/08/2020	21656	12/08/2020		<u>468.00</u>
Total Richard Braslow						468.00
<b>St. Lukes</b>						
	Bill	12/08/2020	128323	12/18/2020		<u>220.00</u>
Total St. Lukes						220.00
<b>Verizon Wireless</b>						
	Bill	12/08/2020	9867501142	12/08/2020		<u>472.56</u>
Total Verizon Wireless						472.56
<b>VFIS</b>						
	Bill	12/08/2020	co5329	12/08/2020		<u>5,215.00</u>
Total VFIS						5,215.00

**Washington Township Fire  
Department**

	Bill	12/08/2020	rent	12/08/2020	<u>13,799.25</u>
Total Washington Township Fire Department					<u>13,799.25</u>
<b>TOTAL</b>					<u><u>37,105.28</u></u>