

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

**Minutes for November 8, 2023:**

**Meeting Called to Order by M. Riotto at 7:00 P.M.**

**Pledge of Allegiance**

M. Riotto requested a moment of silence for all fallen firefighters.

**Roll Call**

Chairman – Michael Riotto – Present  
Vice Chairman – Matthew Noctor – Present  
Secretary – Karl Spolarich – Present  
Treasurer – Marc DeMarco – Present  
Assistant Secretary/Treasurer – Chase Darwin – Absent

**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.

**Public Hearing Relative to Capital Project**

Chairman M. Riotto opened a public hearing relative to the proposed purchase of a Chief's vehicle at a cost not exceeding \$105,000. Discussion followed with M. Riotto answering numerous questions from the public regarding the proposed Chief's vehicle.

**Reading of Minutes**

Minutes from the October 11, 2023, meeting were read by K. Spolarich. Motion to accept minutes as read made by M. DeMarco. Second was made by M. Noctor. All were in favor.

**Correspondence**

None.

### **Report of Fire Department**

Monthly activity report for October 2023 read and submitted by President D. Diaz.

### **Report of Fire Chief**

Monthly activity report for October 2023 submitted by Fire Chief D. Settele.

### **Report of Fire Official**

Monthly activity report for October 2023 read and submitted by Fire Official E. Kiley.

### **Old Business**

None.

### **New Business**

### **Resolution #23-009 - Authorizing and Approving Purchase of Chief's Vehicle**

K. Spolarich made a motion to authorize and approve the purchase of Chief's Vehicle. Second was made by M. Noctor. All were in favor.

### **Resolution #23-010 - Certification of Annual Audit**

K. Spolarich made a motion to certify the 2022 annual audit as completed by Urban & Jinks. Second was made by M. Noctor. All were in favor.

### **Meeting opened to the public by M. Riotto at 7:38 P.M.**

No public participation.

### **Meeting closed to the public by M. Riotto at 7:39 P.M.**

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

Treasurer's report for November 7, 2023, read and submitted by M. DeMarco. Motion to pay bills made by M. Noctor. Second was made by K. Spolarich. All were in favor. The total of the approved bills for November 7, 2023, is \$71,445.01.

### **Miscellaneous**

None.

## **Adjournment**

Motion made by M. DeMarco to adjourn meeting at 7:47 P.M. Second was made by K. Spolarich. All were in favor.

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**Karl B. Spolarich**  
Secretary

**Washington Twp Fire Department**  
**Station 76**

**President's Report**

**November's Meeting**

Our siren at Washburn is going to be referbished, and the pole replaced.

Our website has been down, and the website management company will not respond to our calls nor our emails. We decided that we will go with another website management company to create a new website page for our department.

A lease agreement was drafted, and our Treasurer will be presenting it.

Election night was held. The elected person are...

Chief - Tom Wilson

Assistant Chief - James Kappus

Captain - Paul Gormley

Lieutenant - Derrick Sloyer

President - Todd Pantuso

Vice President - Ed Kiley

Treasurer - Tom Cicerelle

Secretary - Evan Howell

Washington Township Fire Department

November 5, 2023

Board of Fire Commissioners

Chiefs Report for the month of October 2023.

Accomplishments for the month:

We had a total of 34 calls.

8 Fire/Smoke Alarm activations

7 MVA's

2 Special Assignments from fire Prevention

1 Technical Rescue

1 Fuel Leak

1 C.O. Activation

2 Odor Investigations

12 Calls to assist 83 rescue

1 Business Meeting

1 Drill on October 9 at Phillipsburg High School on E.V./Lithium Ion Battery Fires

1 Drill on October 23 to install New LDH Hose on 76-64. The LDH Hose was also reinstalled on 76-65.

Additional LDH hose was also installed on 76-72.

We also participated in this years "Trunk or Treat" on October 27 at Port Colden School.

David Settele

Chief WTFD

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

**OCTOBER 2023**

Non Life Hazard Inspections - 10

Life Hazard Inspections - 08

CSDCMAC - 02

Permits Issued - 06

Non Life Hazard Fees Collected - \$192.00

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

Smoke Detector Fees (CSDCMAC) collected \$ 100.00

Permit Fees collected - \$264.00

Fire Official 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 #23-009**

**Authorizing and Approving Purchase of Chief's Vehicle**

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WHEREAS, the Fire District held a capital hearing on November 8, 2023 concerning the purchase of a Chief's vehicle; and

WHEREAS, the hearing was conducted in accordance with New Jersey statute.

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 aforesaid purchase of the Chief's vehicle is hereby approved.

**GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**  
**FORM OF RESOLUTION #23-010**

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 2022 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 *NOV. 8*, 2023.

  
Clerk



# Washington Township Fire District #1

## Unpaid Bills Detail

As of November 7, 2023

	Type	Date	Num	Due Date	Aging	Open Balance
<b>Approved Fire Protection</b>						
	Bill	11/07/2023	0087488	11/07/2023		<u>1,033.34</u>
Total Approved Fire Protection						1,033.34
<b>Bill Crampton - v</b>						
	Bill	11/07/2023		11/17/2023		<u>125.00</u>
Total Bill Crampton - v						125.00
<b>Chase Darwin - V</b>						
	Bill	11/07/2023		11/17/2023		<u>1,200.00</u>
Total Chase Darwin - V						1,200.00
<b>Comcast</b>						
	Bill	11/07/2023	8499052730036219	11/17/2023		408.09
	Bill	11/07/2023	8499052730036227	11/17/2023		<u>17.72</u>
Total Comcast						425.81
<b>FireFlow</b>						
	Bill	11/07/2023		11/17/2023		<u>1,298.25</u>
Total FireFlow						1,298.25
<b>hunterdon County Emergency Training Cente</b>						
	Bill	11/07/2023		11/17/2023		<u>100.00</u>
Total hunterdon County Emergency Training Cente						100.00
<b>Karl Spolarich - v</b>						
	Bill	11/07/2023		11/17/2023		<u>1,500.00</u>
Total Karl Spolarich - v						1,500.00
<b>Marc De Marco</b>						
	Bill	11/07/2023		11/17/2023		<u>1,500.00</u>
Total Marc De Marco						1,500.00
<b>Matt Noctor - V</b>						
	Bill	11/07/2023		11/17/2023		<u>1,200.00</u>
Total Matt Noctor - V						1,200.00
<b>Mike R. Riotto - V</b>						
	Bill	11/07/2023		11/17/2023		53.36
	Bill	11/07/2023		11/17/2023		<u>1,500.00</u>
Total Mike R. Riotto - V						1,553.36
<b>New Jersey American Water</b>						
	Bill	11/07/2023	1018- 210023095075	11/07/2023		<u>15,078.40</u>
Total New Jersey American Water						15,078.40

**New Jersey Fire Equipment**

Bill	11/07/2023		11/17/2023	22,831.00
Bill	11/07/2023		11/17/2023	1,300.00
Bill	11/07/2023		11/17/2023	<u>7,314.85</u>

Total New Jersey Fire Equipment 31,445.85

**Richard Braslow**

Bill	11/07/2023	04372	11/07/2023	<u>25.00</u>
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Total Richard Braslow 25.00

**Urban And Jinks**

Bill	11/07/2023	18361	11/17/2023	<u>8,000.00</u>
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Total Urban And Jinks 8,000.00

**VFIS**

Bill	11/07/2023	24084128	11/07/2023	<u>5,460.00</u>
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Total VFIS 5,460.00

**Wireless Electronics Inc.**

Bill	11/07/2023		11/17/2023	<u>1,500.00</u>
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Total Wireless Electronics Inc. 1,500.00

**TOTAL** 71,445.01