

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

**Minutes for April 12, 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.

**Reading of Minutes**

Minutes from the March 8, 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 March 2023 read and submitted by President D. Diaz.

**Report of Fire Chief**

Monthly activity report for March 2023 read and submitted by Fire Chief D. Settele.

**Report of Fire Official**

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

## **Old Business**

None.

## **New Business**

### **Resolution #23-003 – Authorizing Hiring of Per Diem Employee**

Motion made by M. Noctor to hire William Phelps as a Firehouse Caretaker, a per diem employee of the Board. Second was made by M. DeMarco. All were in favor.

### **Resolution #23-004 – Authorizing Increase in Salary of Fire Official**

M. DeMarco made a motion to increase the salary of the Fire Official in accordance with the employee's contract. Second was made by M. Noctor. All were in favor.

### **Meeting opened to the public by M. Riotto at 7:34 P.M.**

No public participation.

### **Meeting closed to the public by M. Riotto at 7:35 P.M.**

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

Treasurer's report for April 12, 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 April 12, 2023, is \$21,696.64.

## **Miscellaneous**

None.

## **Adjournment**

Motion made by M. DeMarco to adjourn meeting at 7:43 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

April Meeting 2023

Yearly alarm monitoring was done.

Alarm repairs were done at Brass Castle station along with new hook phone jack.

Washington Township Fire Department

April 2, 2023

Board of Fire Commissioners

Chiefs report for the Month of March 2023

Accomplishments for the month:

We had a total of 26 calls

2 Odor Investigations

2 Smoke Conditions

8 Fire/C.O. Investigations

1 Standby/Cover Assignment

2 Brush fire

1 Pump detail

2 Gas/Fuel Leak

4 MVA's

4 Structure Fires (Mutual Aid)

1 Business Meeting

1 Walk-through of LD distribution Center

1 drill night was used to reassemble Bunker Gear that was cleaned

Chief David Settele attended a dinner Hosted by Hampton fire department on March 18<sup>th</sup>.

76-85 was serviced by Burdges Auto repair.

David Settele

Chief,

Washington Township Fire Department

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

**MARCH 2023  
Monthly Report**

Non Life Hazard Inspections - 09

Life Hazard Inspections - 12

CSDCMAC - 05

Permits Issued - 01

Non Life Hazard Fees Collected - 143.00

Life Hazard Fees collected from State of NJ - 0.00

Smoke Detector Fees (CSDCMAC) collected - 300.00

Permit Fees collected - 54.00

Reinspections 10

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 # 23-003**

**Authorizing Hiring of Per Diem Employee**

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WHEREAS, the Fire District has previously created the position of Firehouse Caretaker; and

WHEREAS, the Fire District is desirous of employing a per diem employee relative to the position.

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

- (1) William Phelps is employed relative to the referenced position.
- (2) This individual shall undertake all job responsibilities relative to the position as previously adopted by the Fire District.
- (3) This individual shall receive \$15.00 per hour for services rendered to be paid on the 15<sup>th</sup> and 30<sup>th</sup> of each month.

The commencement date of employment shall be upon adoption of this resolution and satisfaction by the employee of any conditions of employment.

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

**Resolution #23-004**

**Authorizing Increase in Salary of Fire Official**

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WHEREAS, the Fire District employs a Fire Official relative to enforcement of the Fire Safety Act; and

WHEREAS, the Fire District deems it appropriate to increase the salary in accordance with the employee's contract.

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 salary of the Fire Official is hereby increased to \$85,284.00.

# Washington Township Fire District #1

## Unpaid Bills Detail

As of April 12, 2023

|  | Type | Date       | Num                  | Due Date   | Aging | Open Balance |
|--|------|------------|----------------------|------------|-------|--------------|
| <b>AT&amp;T Mobility</b>                 |      |            |                      |            |       |              |
|  | Bill | 04/12/2023 | 287320058054x0304202 | 04/22/2023 |       | 658.18       |
| Total AT&T Mobility                      |      |            |                      |            |       | 658.18       |
| <b>B&amp;R Uniforms</b>                  |      |            |                      |            |       |              |
|  | Bill | 04/12/2023 | 35360                | 04/12/2023 |       | 367.95       |
| Total B&R Uniforms                       |      |            |                      |            |       | 367.95       |
| <b>Comcast</b>                           |      |            |                      |            |       |              |
|  | Bill | 04/12/2023 | 8499052730036227     | 04/22/2023 |       | 222.75       |
|  | Bill | 04/12/2023 | 8499052730036219     | 04/22/2023 |       | 376.37       |
| Total Comcast                            |      |            |                      |            |       | 599.12       |
| <b>Electronic Measurement Labs, Inc.</b> |      |            |                      |            |       |              |
|  | Bill | 04/12/2023 | 61093                | 04/22/2023 |       | 499.74       |
| Total Electronic Measurement Labs, Inc.  |      |            |                      |            |       | 499.74       |
| <b>ESI Equipment, INC</b>                |      |            |                      |            |       |              |
|  | Bill | 04/12/2023 | E23-480              | 04/22/2023 |       | 1,023.00     |
| Total ESI Equipment, INC                 |      |            |                      |            |       | 1,023.00     |
| <b>Fail Safe fire hose testing, Inc.</b> |      |            |                      |            |       |              |
|  | Bill | 04/12/2023 | 058235               | 04/22/2023 |       | 3,891.30     |
| Total Fail Safe fire hose testing, Inc.  |      |            |                      |            |       | 3,891.30     |
| <b>Fire and Safety Services , LTD.</b>   |      |            |                      |            |       |              |
|  | Bill | 04/12/2023 | s123-0457            | 04/22/2023 |       | 562.50       |
| Total Fire and Safety Services , LTD.    |      |            |                      |            |       | 562.50       |
| <b>Fleet Services</b>                    |      |            |                      |            |       |              |
|  | Bill | 04/12/2023 | 88012150             | 04/22/2023 |       | 1,000.00     |
| Total Fleet Services                     |      |            |                      |            |       | 1,000.00     |
| <b>HC Risk Reduction</b>                 |      |            |                      |            |       |              |
|  | Bill | 04/12/2023 | 1352                 | 04/22/2023 |       | 3,900.00     |
| Total HC Risk Reduction                  |      |            |                      |            |       | 3,900.00     |
| <b>M&amp;W Communications</b>            |      |            |                      |            |       |              |
|  | Bill | 04/12/2023 | 309698               | 04/22/2023 |       | 32.95        |
| Total M&W Communications                 |      |            |                      |            |       | 32.95        |
| <b>New Jersey American Water</b>         |      |            |                      |            |       |              |
|  | Bill | 04/12/2023 | 1018-21002309507     | 04/12/2023 |       | 883.45       |
|  | Bill | 04/12/2023 | 1018210023095075     | 04/12/2023 |       | 6,625.28     |
| Total New Jersey American Water          |      |            |                      |            |       | 7,508.73     |

**NJ Advanced Media**

|                         |      |            |         |            |              |
|-------------------------|------|------------|---------|------------|--------------|
|                         | Bill | 04/12/2023 | 1164966 | 04/22/2023 | <u>97.15</u> |
| Total NJ Advanced Media |      |            |         |            | 97.15        |

**Richard Braslow**

|                       |      |            |       |            |               |
|-----------------------|------|------------|-------|------------|---------------|
|                       | Bill | 04/12/2023 | 03995 | 04/12/2023 | <u>300.00</u> |
| Total Richard Braslow |      |            |       |            | 300.00        |

**St. Lukes**

|                 |      |            |        |            |               |
|-----------------|------|------------|--------|------------|---------------|
|                 | Bill | 04/12/2023 | 154513 | 04/22/2023 | <u>110.00</u> |
| Total St. Lukes |      |            |        |            | 110.00        |

**Staples**

|               |      |            |           |            |              |
|---------------|------|------------|-----------|------------|--------------|
|               | Bill | 04/12/2023 | 806977967 | 04/22/2023 | <u>70.03</u> |
| Total Staples |      |            |           |            | 70.03        |

**Verizon Wireless**

|                        |      |            |            |            |                 |
|------------------------|------|------------|------------|------------|-----------------|
|                        | Bill | 04/12/2023 | 9930659352 | 04/12/2023 | 719.11          |
|                        | Bill | 04/12/2023 | 9928248462 | 04/12/2023 | <u>356.88</u>   |
| Total Verizon Wireless |      |            |            |            | <u>1,075.99</u> |

**TOTAL**

**21,696.64**