

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

**Minutes for February 14, 2024:**

**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 – 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 January 10, 2024, 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**

None.

**Report of Fire Chief**

Monthly report for January 2024 read and submitted by Fire Chief T. Wilson.

**Report of Fire Official**

Monthly report for January 2024 read and submitted by Fire Official E. Kiley.

## **Old Business**

M. Noctor requested a meeting with the fire department's truck committee.

C. Darwin requested the necessary LOSAP information from the fire department. Discussion followed.

## **New Business**

### **Resolution #24-002 – Authorizing Hiring of Per Diem Employee**

Motion made by M. Noctor to hire Steven Cole as a Firehouse Caretaker, a per diem employee of the Board. Second was made by C. Darwin. All were in favor.

### **Meeting opened to the public by M. Riotto at 8:02 P.M.**

No public participation.

### **Meeting closed to the public by M. Riotto at 8:03 P.M.**

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

Treasurer's report for February 14, 2024, read and submitted by M. DeMarco. Motion to pay bills made by M. Noctor. Second was made by C. Darwin. All were in favor. The total of the approved bills for February 14, 2024, is \$41,053.05.

## **Miscellaneous**

None.

## **Adjournment**

Motion made by M. DeMarco to adjourn meeting at 8:08 P.M. Second was made by M. Noctor. All were in favor.

---

**Karl B. Spolarich**  
**Secretary**

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

**Resolution # 24-002**

**Authorizing Hiring of Per Diem Employee**

---

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) Steven Cole 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 \$16.00 per hour for services rendered to be paid on  
the 15<sup>th</sup> and 30<sup>th</sup> of each month.
- (4) The commencement date of employment shall be upon adoption of this resolution  
and satisfaction by the employee of any conditions of employment.



# Washington Township Fire Department

196 Washburn Ave. Washington, NJ 07882

Phone: 908-689-0575 Fax: 908-689-3131

## Chief's Report

January 2024

### Business Meeting

1/8/24

### Drills (3)

1/15/24 Review and practice Forceable Entry Techniques.

1/22/24 Walk Through of Warren Hills High School w/ 83-Fire.

1/29/24 Review of Building Construction and scene size ups.

### Calls (total of 52)

EMS Calls (25)

MVA Calls (8)

FIRE Calls (19)

2 Structure Fires

1 Pump Detail

2 CO related calls

3 Pole / Wires Down

11 Alarm Activations

Call of note: On January 17<sup>th</sup> WTFD responded to a MVA on Kinnaman Ave School Bus vs Pole (w/ wires down) and then vs a house. Firefighters assisted in moving all students and the bus driver safely away from the electrical hazard area, securing the school bus as well as the house. Two dogs were removed from the residence and placed into the care of a neighbor.

Social media: In late December, WTFD started an extremely popular new weekly post on our Face Book Page called past Chief Tuesday. Each Tuesday, we recognize one of our former Fire Chief's. We have also been posting photos of old trucks that were purchased while said chief was in office.

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

**JANUARY 2024**

Non Life Hazard Inspections - 04

Life Hazard Inspections - 06  
CSDCMAC - 05

Permits Issued - 01  
Non Life Hazard Fees Collected - \$101.00

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

Smoke Detector Fees (CSDCMAC) collected \$ 225.00

Permit Fees collected - \$54.00

Fire Official Hours -

Edward Kiley  
Fire Official - Washington Township Fire District #1

# Washington Township Fire District #1

## Unpaid Bills Detail

As of February 14, 2024

	Type	Date	Num	Due Date	Aging	Open Balance
<b>B&amp;R Uniforms</b>						
	Bill	02/14/2024	36243	02/14/2024		<u>119.85</u>
Total B&R Uniforms						119.85
<b>Burdge's Auto Repair</b>						
	Bill	02/14/2024	1108	02/24/2024		<u>443.21</u>
Total Burdge's Auto Repair						443.21
<b>C&amp;M Auto Parts</b>						
	Bill	02/14/2024	1960	02/24/2024		<u>81.44</u>
Total C&M Auto Parts						81.44
<b>Comcast</b>						
	Bill	02/14/2024	8499052730036227	02/24/2024		<u>608.98</u>
Total Comcast						608.98
<b>County of Hunterdon</b>						
	Bill	02/14/2024	24000016 & 24000022	02/24/2024		<u>120.00</u>
Total County of Hunterdon						120.00
<b>Division of Pensions and Benefits</b>						
	Bill	02/14/2024	1-024710000	02/24/2024		<u>614.11</u>
Total Division of Pensions and Benefits						614.11
<b>Edward Kiley - V</b>						
	Bill	02/14/2024	petty	02/24/2024		<u>300.00</u>
Total Edward Kiley - V						300.00
<b>Fire and Safety Services , LTD.</b>						
	Bill	02/14/2024	IO24-00844 & 00533	02/24/2024		<u>509.72</u>
Total Fire and Safety Services , LTD.						509.72
<b>Fleet Services</b>						
	Bill	02/14/2024	94631437	02/24/2024		<u>650.00</u>
Total Fleet Services						650.00
<b>Liberty Mutual</b>						
	Bill	02/14/2024	3320917-0000	02/24/2024		<u>10,330.00</u>
Total Liberty Mutual						10,330.00
<b>Mark Frenzel - V</b>						
	Bill	02/14/2024		02/24/2024		<u>125.00</u>
Total Mark Frenzel - V						125.00
<b>Middlesex County Fire Academy</b>						
	Bill	02/14/2024		02/24/2024		<u>524.00</u>
Total Middlesex County Fire Academy						524.00

**New Jersey American Water**

Bill	02/14/2024	1018-210023095075	02/14/2024	<u>15,078.40</u>
------	------------	-------------------	------------	------------------

Total New Jersey American Water

15,078.40

**New Jersey Fire Equipment**

Bill	02/14/2024	2023621	02/24/2024	<u>275.40</u>
------	------------	---------	------------	---------------

Total New Jersey Fire Equipment

275.40

**NJ Advanced Media**

Bill	02/14/2024	1109067 & 1114634	02/24/2024	<u>125.92</u>
------	------------	-------------------	------------	---------------

Total NJ Advanced Media

125.92

**Performance Tire Co.**

Bill	02/14/2024	42784	02/24/2024	<u>4,302.38</u>
------	------------	-------	------------	-----------------

Total Performance Tire Co.

4,302.38

**Richard Braslow**

Bill	02/14/2024	0453	02/14/2024	<u>675.00</u>
------	------------	------	------------	---------------

Total Richard Braslow

675.00

**S&K Truck Parts Inc.**

Bill	02/14/2024		02/24/2024	<u>352.33</u>
------	------------	--	------------	---------------

Total S&amp;K Truck Parts Inc.

352.33

**St. Lukes**

Bill	02/14/2024	166961 & 164485	02/24/2024	<u>244.00</u>
------	------------	-----------------	------------	---------------

Total St. Lukes

244.00

**Staples**

Bill	02/14/2024	8073134627	02/24/2024	<u>115.31</u>
------	------------	------------	------------	---------------

Total Staples

115.31

**VFIS**

Bill	02/14/2024	24085128	02/14/2024	<u>5,458.00</u>
------	------------	----------	------------	-----------------

Total VFIS

5,458.00**TOTAL**41,053.05