

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

Minutes for October 9, 2024:

Regular 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 – Absent
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 September 11, 2024, meeting were read and submitted by K. Spolarich. Motion to accept minutes as read made by M. DeMarco. Second was made by M. Riotto. All were in favor.

Correspondence

None.

Report of Fire Department

Monthly report for October 2024 read and submitted by President Todd Pantuso.

Report of Fire Chief

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

Report of Fire Official

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

Fire Official E. Kiley submitted his letter of resignation effective December 31, 2024. Chairman M. Riotto thanked Fire Official E. Kiley for his many years of dedicated service to the Bureau of Fire Prevention.

Old Business

None.

New Business

Resolution #24-010 - Certification of Annual Audit

K. Spolarich made a motion to certify the 2023 annual audit as completed by Urban & Jinks. Second was made by M. DeMarco. All were in favor.

Meeting opened to the public by M. Riotto at 7:15 P.M.

None.

Meeting closed to the public by M. Riotto at 7:16 P.M.

Treasurer's Report/Payment of Bills

Treasurer's report for October 8, 2024, 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 September 10, 2024, is \$13,879.89.

Miscellaneous

None.

Adjournment

Motion made by M. DeMarco to adjourn meeting at 7:25 P.M. Second was made by K. Spolarich. All were in favor.

Karl Spolarich
Secretary

Presidents Report

October 2024

Three (3) entry doors at Brass Castle Station to be replaced.

Air Conditioning to be added to mens and ladies room at Brass Castle Station.

Fire Department will be doing a Santa Run this year. Details to follow.

Bill Crampton looking into LED for Washburn Station to upgrade and save money w/added efficiency.

Questions brought up in reference to background on applicants and policy on disqualifier(s). To be addressed with the Fire District.

Respectfully submitted,
Todd Pantuso
President



Washington Township Fire Department

196 Washburn Ave. Washington, NJ 07882

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

Chief's Report

Chief Tom Wilson

9/1/24

For the month of September Washington Township Fire Department responded to 34 emergency calls

1 Smoke Investigation

2 Wires down /Pole fire

2 Trash fires

11 Fire Alarms

5 MVAs

2 Fire Requests

1 Gas Leak

2 CO calls

1 Landing Zone

1 Vehicle fire

1 Mutual Aid fire alarm

2 Odor investigation

2 Structure fires

1 Unconscious party

The department hosted 1 business meeting and 3 drills

9/9/24 Business Meeting

9/16/24 Critique of the Belvidere Ave. and Draught House fires

9/23/24 Live Burn at Warren County Fire Academy

9/30/24 Hydrant dressing /Underground tanks drafting evolution

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

**SEPTEMBER
Monthly Report 2024**

Non Life Hazard Inspections - 10
Life Hazard Inspections - 07

Non Life Hazard Fees Collected -342.00

Life Hazard Fees collected from State of NJ - 0.00
Smoke Detector Fees (CSDCMAC) collected- 200.00

FEES COLLECTED FOR PERMITS - 324.00

Edward Kiley
Fire Official - Washington Township Fire District #1

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT
FORM OF RESOLUTION #24-010

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 2023 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. 9**, 2024.


Clerk

Washington Township Fire District #1

Unpaid Bills Detail

As of October 8, 2024

| Type | Date | Num | Due Date | Aging | Open Balance |
|--|------------|-------------------|------------|-------|------------------|
| Approved Fire Protection | | | | | |
| Bill | 10/08/2024 | IN00100344 | 10/08/2024 | | 182.00 |
| Total Approved Fire Protection | | | | | 182.00 |
| Comcast | | | | | |
| Bill | 10/08/2024 | 8499052730036219 | 10/18/2024 | | 459.31 |
| Bill | 10/08/2024 | 8499052730036227 | 10/18/2024 | | 324.59 |
| Total Comcast | | | | | 783.90 |
| Division of Pensions and Benifits | | | | | |
| Bill | 10/08/2024 | a-80-337-483 | 10/18/2024 | | 49.26 |
| Total Division of Pensions and Benifits | | | | | 49.26 |
| Electronic Measurement Labs, Inc. | | | | | |
| Bill | 10/08/2024 | 64435 | 10/18/2024 | | 121.90 |
| Total Electronic Measurement Labs, Inc. | | | | | 121.90 |
| Fire and Safety Services , LTD. | | | | | |
| Bill | 10/08/2024 | SI24-2241 | 10/18/2024 | | 1,594.74 |
| Total Fire and Safety Services , LTD. | | | | | 1,594.74 |
| Fleet Services | | | | | |
| Bill | 10/08/2024 | 99813040 | 10/18/2024 | | 1,000.00 |
| Total Fleet Services | | | | | 1,000.00 |
| Hartford Steam Boiler | | | | | |
| Bill | 10/08/2024 | 1300451 | 10/18/2024 | | 110.00 |
| Total Hartford Steam Boiler | | | | | 110.00 |
| New Jersey American Water | | | | | |
| Bill | 10/08/2024 | 1018-210023095075 | 10/08/2024 | | 8,619.09 |
| Total New Jersey American Water | | | | | 8,619.09 |
| Richard Braslow | | | | | |
| Bill | 10/08/2024 | 05057 | 10/08/2024 | | 175.00 |
| Total Richard Braslow | | | | | 175.00 |
| St. Lukes | | | | | |
| Bill | 10/08/2024 | 175370 | 10/18/2024 | | 122.00 |
| Bill | 10/08/2024 | 174508 | 10/18/2024 | | 122.00 |
| Total St. Lukes | | | | | 244.00 |
| Washington Township Fire Department | | | | | |
| Bill | 10/08/2024 | training | 10/08/2024 | | 1,000.00 |
| Total Washington Township Fire Department | | | | | 1,000.00 |
| TOTAL | | | | | 13,879.89 |