

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

**Minutes for August 13, 2025:**

**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 – Absent  
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 July 9, 2025, meeting were read by K. Spolarich. Motion to accept minutes as read made by C. Darwin. Second was made by M. Noctor. All were in favor.

**Correspondence**

None.

**Report of Fire Department**

Monthly activity reports for June 2025 and August 2025 submitted by President T. Pantuso.

**Report of Fire Chief**

Monthly activity report for July 2025 read and submitted by Chief T. Wilson.

## **Old Business**

None.

## **New Business**

### **Resolution #25-006 – Authorizing Appointment of Special Counsel**

K. Spolarich made a motion to appoint Matt Jessup as special counsel for the providing of legal services concerning the application to the Local Finance Board and the issuance of the appropriate financing. Second was made by M. Noctor. All were in favor.

### **Resolution #25-007 – Authorizing Purchase of Firetruck**

K. Spolarich made a motion to authorize the purchase of a firetruck from Fire and Safety Services through the HGAC cooperative purchase program pursuant to the documentation received from the vendor. Second was made by C. Darwin. All were in favor.

### **Resolution #25-008 – Authorizing the Issuance of Bond Anticipation Notes**

K. Spolarich made a motion to authorize the issuance of bond anticipation notes in the principal amount not to exceed \$1,200,000 authorized by the proposal previously adopted by the Board and approved by the legally qualified voters of the Fire District at the annual election held on November 7, 2023. Second was made by C. Darwin. All were in favor.

### **Resolution #25-009 – Authorizing Disposal of Personal Property**

K. Spolarich made a motion to authorize the disposal of fire hose that is no longer needed for public use and is of minimal value in accordance with New Jersey statute. Second was made by C. Darwin. All were in favor.

### **Meeting opened to the public by M. Riotto at 7:13 P.M.**

No public participation.

### **Meeting closed to the public by M. Riotto at 7:14 P.M.**

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

Treasurer's report for August 8, 2025, submitted by M. DeMarco and read by C. Darwin. 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 August 8, 2025, is \$83,112.07.

## **Miscellaneous**

M, Noctor resigned his position as Fire Commissioner. K. Spolarich thanked M. Noctor for his many years of service on the Board and for his dedication to the taxpayers of Washington Township.

## **Adjournment**

Motion made by K. Spolarich to adjourn meeting at 8:20 P.M. Second was made by M. Noctor.  
All were in favor.

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

## **Presidents Report**

**July 2025**

Material for retaining walls delivered to Washburn station for addition.

Discussed removing bushes at Brass Castle station.

Research to be done for State Education Grant.

A motion was made to purchase filing cabinet for Brass Castle station to hold Relief Association and Fire Dept. minutes.

Discussion ensued over obtaining archived meeting minutes.

Respectfully submitted,

Todd Pantuso

President

## **Presidents Report**

**August 2025**

It was discussed to contact past Fire Chiefs and set a date for a luncheon at the fire house. Could possibly go over archived information for upcoming 75<sup>th</sup> anniversary.

Reminder of College Dorm Fire Safety presentation scheduled for October 14<sup>th</sup> at the high school.

Construction for building addition at Washburn Station to begin this week.

Truck committee advised that documents sent to the Fire District for P.O.

Documents received from Mrs. Howell – we need to go through documents and organize meeting minutes.

NJ State Fireman's Convention was discussed.

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

8/4/25

For the month of July Washington Township Fire Department responded to a total of 33 Emergency Calls

And hosted 1 Business meetings 3 drills

3 Structure fires

10 alarm calls

4 MVAs

2 Wire / Pole fires

1 Smoke investigation

1 Hazmat call

4 Odor investigations

3 Landing zones

2 Squad assists

2 Tech rescues

The Department conducted 1 Business meeting and 3 drills 1 Parade

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

**Resolution #25-006**

**Authorizing Appointment of Special Counsel**

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WHEREAS, the Fire District secured voter approval concerning purchase of a firetruck; and

WHEREAS, an application need be made to the Local Finance Board.

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

- (1) An award of contract is hereby made to Matt Jessup for the providing of legal services concerning the application to the Local Finance Board and the issuance of the appropriate financing.

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

**Resolution # 25-007**

**Authorizing Purchase of Firetruck**

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WHEREAS, the Fire District has previously received voter approval to purchase a firetruck; and

WHEREAS, the Fire District has additionally received positive findings from the Local Finance Board relative to same.

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 Fire District shall purchase the firetruck from Fire and Safety Services through the HGAC cooperative purchasing program pursuant to the attached documentation received from the vendor.

**RESOLUTION AUTHORIZING THE ISSUANCE OF NOT  
TO EXCEED \$1,200,000 BOND ANTICIPATION NOTES OF  
THE BOARD OF FIRE COMMISSIONERS OF FIRE  
DISTRICT NO. 1 IN THE TOWNSHIP OF WASHINGTON,  
IN THE COUNTY OF WARREN, NEW JERSEY #25-008**

BE IT RESOLVED BY THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT  
NO. 1 IN THE TOWNSHIP OF WASHINGTON, IN THE COUNTY OF WARREN, NEW  
JERSEY, AS FOLLOWS:

Section 1. Pursuant to the laws governing fire districts of the State of New Jersey, bond anticipation notes of The Board of Fire Commissioners of Fire District No. 1 in the Township of Washington, in the County of Warren New Jersey (the "Fire District" or the "Board of Commissioners"), in the principal amount of not exceeding \$1,200,000 (the "Notes") are hereby authorized to be issued in anticipation of the issuance of bonds of the Fire District authorized by virtue of the proposal previously adopted by the Board of Commissioners and approved by the legally qualified voters of the Fire District at the annual referendum held on November 7, 2023.

Section 2. The following matters in connection with the Notes are hereby determined:

(a) All Notes issued hereunder shall mature at such times as may be determined by the Treasurer; *provided*, that no Note shall mature later than one year from its date;

(b) All Notes issued hereunder shall bear interest at such rate or rates as may be determined by the Treasurer;

(c) The Treasurer shall determine the form of the Notes and other matters related to the sale thereof, and the Treasurer's signature upon the Notes shall be conclusive as to such determinations; and

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(d) Notes issued hereunder may be renewed from time to time for periods of not exceeding one year for the time periods specified in and in accordance with the provisions of N.J.S.A. 40A:14-86.1.

Section 3. Each Note shall be executed by the manual or facsimile signatures of the Chairman, Assistant Chairman or Treasurer of the Board of Commissioners under the official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Secretary of the Board of Commissioners. Each such officer is hereby authorized and directed to determine all matters in connection with the Notes not determined by this or a subsequent resolution, and such officer's signature upon the Notes shall be conclusive as to such determination.

Section 4. The Treasurer is hereby authorized to sell the Notes from time to time at public or private sale in such amounts as the Treasurer may determine at not less than par and to deliver them from time to time to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof and payment therefor.

Section 5. The Chairman and/or the Treasurer, and any other professionals of the Fire District acting under the Treasurer's direction, are hereby authorized to prepare and to update from time to time as necessary a financial disclosure document for the Fire District, as it may be so updated from time to time, to be distributed in connection with the sale of obligations of the Fire District. The Chairman and/or the Treasurer are hereby authorized to execute such disclosure document on behalf of the Fire District.

Section 6. Any instrument issued pursuant to this resolution shall be a general obligation of the Fire District. The full faith and credit of the Fire District are hereby pledged to the punctual payment of the principal of and the interest on the obligations. Unless another

provision for payment is made, an amount sufficient for such payment shall be inserted in the budget and a tax sufficient to provide for such payment shall be levied and collected.

Section 7. The Fire District hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on the Notes, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on the Notes. The Chairman and the Treasurer are hereby authorized to act on behalf of the Fire District to deem the obligations authorized herein as bank-qualified for the purposes of Section 265 of the Code, when appropriate.

Section 8. Solely for purposes of complying with Rule 15c2-12 of the Securities and Exchange Commission, as amended and interpreted from time to time (the "Rule"), to the extent applicable under any Secondary Market Disclosure Undertaking or agreement, and provided that the Notes are not exempt from the Rule and provided that the Notes are not exempt from the following requirements in accordance with paragraph (d) of the Rule, for so long as the Notes remain outstanding (unless the Notes have been wholly defeased), the Fire District shall provide for the benefit of the holders of the Notes and the beneficial owners thereof:

If any of the following events occur regarding the Notes, a timely notice not in excess of ten business days after the occurrence of the event sent to EMMA:

- (1) Principal and interest payment delinquencies;
- (2) Non-payment related defaults, if material;
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (5) Substitution of credit or liquidity providers, or their failure to perform;
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Notes, or other material events affecting the tax status of the Notes;
- (7) Modifications to the rights of holders of the Notes, if material;
- (8) Note calls, if material, and tender offers;

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- (9) Defeasances;
  - (10) Release, substitution or sale of property securing repayment of the Notes, if material;
  - (11) Rating changes;
  - (12) Bankruptcy, insolvency, receivership or similar event of the Fire District;
  - (13) The consummation of a merger, consolidation, or acquisition involving the Fire District or the sale of all or substantially all of the assets of the Fire District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
  - (14) Appointment of a successor or additional trustee or the change of name of a trustee, if material;
  - (15) Incurrence of a Financial Obligation of the Fire District, if material, or agreement to covenants, events of default, remedies, priority rights or other similar terms of a Financial Obligation of the Fire District, any of which affect holders of the Notes, if material; and
  - (16) Default, event of acceleration, termination event, modification of terms or other similar events under a Financial Obligation of the Fire District, if any such event reflects financial difficulties.

The term "Financial Obligation" as used in subparagraphs (15) and (16) above means a (i) debt obligation, (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation or (iii) guarantee of (i) or (ii); *provided, however*, that the term "Financial Obligation" shall not include municipal securities as to which a final official statement has been provided to the Municipal Securities Rulemaking Board consistent with the Rule.

Section 9. If all or any part of the Rule ceases to be in effect for any reason, then the information required to be provided under this resolution, insofar as the provision of the Rule no longer in effect required the provision of such information, shall no longer be required to be provided.

Section 10. The Treasurer shall determine, in consultation with McManimon, Scotland & Baumann, LLC, Bond Counsel to the Fire District, the application of the Rule or the exemption from the Rule for each issue of obligations of the Fire District prior to their offering. Such officer is hereby authorized to enter into additional written contracts or undertakings to implement the Rule and is further authorized to amend such contracts or undertakings or the undertakings set forth in this resolution, provided such amendment is, in the opinion of nationally recognized bond

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counsel, in compliance with the Rule.

Section 11. In the event that the Fire District fails to comply with the Rule requirements or the written contracts or undertakings specified in this resolution, the Fire District shall not be liable for monetary damages, remedy being specifically limited to specific performance of the Rule requirements or the written contracts or undertakings therefor.

Section 12. The Fire District hereby declares the intent of the Fire District to issue bond anticipation notes in the amount authorized in Section 1 of this resolution and to use the proceeds to pay or reimburse expenditures for the costs of the purpose described in the proposal referenced in Section 1 of this resolution. This Section 12 is a declaration of intent within the meaning and for purposes of the Treasury Regulations.

Section 13. The Treasurer is hereby authorized and directed to report in writing to the Board of Commissioners at the meeting next succeeding the date when any sale or delivery of the Notes pursuant to this resolution is made, such report to include the amount, the description, the interest rate and the maturity of the Notes sold, the price obtained and the name of the purchaser.

Section 14. This resolution shall take effect immediately.

SECRETARY'S CERTIFICATE

I, Karl Spolarich, Secretary of The Board of Fire Commissioners of Fire District No. 1 in the Township of Washington, in the County of Warren, New Jersey (the "Board of Commissioners"), HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the Board of Commissioners duly called and held on August 13, 2025 has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the Board of Commissioners and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

AYES: 4 (DARWIN, NOCTOR, RIOTTO, SPOLARICH)

NAYS: 0

ABSTENTIONS: 0

ABSENT: 1 (DEMARLO)

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Board of Commissioners this 13 day of August, 2025.

[SEAL]



  
Karl Spolarich, Secretary

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**THE COMMISSIONERS OF FIRE DISTRICT NO. 1  
IN THE TOWNSHIP OF WASHINGTON, COUNTY OF WARREN  
Resolution # 25-009**

**Authorizing Disposal of Personal Property**

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WHEREAS, the fire district is the owner of various fire hose; and

WHEREAS, same is no longer needed for public use and is of minimal value;

and

WHEREAS, the fire district wishes to dispose of same 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) This Resolution shall serve as the authority for the Fire District to dispose of same in accordance with New Jersey statute.

10:12 AM  
08/08/25

**Washington Township Fire District #1  
Unpaid Bills Detail  
As of August 8, 2025**

| Type                                   | Date       | Num      | Due Date   | Aging | Open Balance |
|--|------------|----------|------------|-------|--------------|
| <b>AT&amp;T Mobility</b>               |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 2873...  | 08/18/2025 |       | 500.00       |
| Total AT&T Mobility                    |            |          |            |       | 500.00       |
| <b>C&amp;M Auto Parts</b>              |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 1960     | 08/18/2025 |       | 121.86       |
| Total C&M Auto Parts                   |            |          |            |       | 121.86       |
| <b>Comcast</b>                         |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 8499...  | 08/18/2025 |       | 285.40       |
| Bill                                   | 08/08/2025 | 8499...  | 08/18/2025 |       | 817.74       |
| Total Comcast                          |            |          |            |       | 1,103.14     |
| <b>Enforsys</b>                        |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 2719     | 08/18/2025 |       | 2,090.00     |
| Total Enforsys                         |            |          |            |       | 2,090.00     |
| <b>ESI Equipment, INC</b>              |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 25-13... | 08/18/2025 |       | 295.00       |
| Bill                                   | 08/08/2025 | 25-13... | 08/18/2025 |       | 295.00       |
| Total ESI Equipment, INC               |            |          |            |       | 590.00       |
| <b>Fire and Safety Services , LTD.</b> |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 1025-... | 08/18/2025 |       | 68.57        |
| Total Fire and Safety Services , LTD.  |            |          |            |       | 68.57        |
| <b>Fleet Services</b>                  |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 1061...  | 08/18/2025 |       | 500.00       |
| Total Fleet Services                   |            |          |            |       | 500.00       |
| <b>Griffin Training Services LLC</b>   |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 1109     | 08/18/2025 |       | 1,120.00     |
| Total Griffin Training Services LLC    |            |          |            |       | 1,120.00     |
| <b>IIA Fire Department Testing</b>     |            |          |            |       |              |
| Bill                                   | 08/08/2025 | INIIA... | 08/18/2025 |       | 5,412.15     |
| Total IIA Fire Department Testing      |            |          |            |       | 5,412.15     |
| <b>Lincoln Financial Group</b>         |            |          |            |       |              |
| Bill                                   | 08/08/2025 | CR33...  | 08/18/2025 |       | 14,379.00    |
| Total Lincoln Financial Group          |            |          |            |       | 14,379.00    |
| <b>New Jersey American Water</b>       |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 1018-... | 08/08/2025 |       | 19,037.29    |
| Total New Jersey American Water        |            |          |            |       | 19,037.29    |
| <b>NJ Advanced Media</b>               |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 3283...  | 08/18/2025 |       | 24.08        |
| Total NJ Advanced Media                |            |          |            |       | 24.08        |
| <b>Richard Braslow</b>                 |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 05596    | 08/08/2025 |       | 2,692.50     |
| Total Richard Braslow                  |            |          |            |       | 2,692.50     |
| <b>TFB Truck Repairs</b>               |            |          |            |       |              |
| Bill                                   | 08/08/2025 | 0680...  | 08/18/2025 |       | 2,560.24     |
| Total TFB Truck Repairs                |            |          |            |       | 2,560.24     |
| <b>VFIS</b>                            |            |          |            |       |              |

\* VOID

\* VOID

10:12 AM  
08/08/25

**Washington Township Fire District #1**  
**Unpaid Bills Detail**  
As of August 8, 2025

| Type                                       | Date       | Num      | Due Date   | Aging | Open Balance     |
|--|------------|----------|------------|-------|------------------|
| Bill                                       | 08/08/2025 | 1060...  | 08/08/2025 |       | 20,389.00        |
| Total VFIS                                 |            |          |            |       | 20,389.00        |
| <b>Washington Township Fire Department</b> |            |          |            |       |                  |
| Bill                                       | 08/08/2025 | qtr 3    | 08/08/2025 |       | 14,075.24        |
| Bill                                       | 08/08/2025 | reimb... | 08/08/2025 |       | 539.00           |
| Total Washington Township Fire Department  |            |          |            |       | 14,614.24        |
| <b>TOTAL</b>                               |            |          |            |       | <b>85,202.07</b> |

- 2090.00  
83,112.07