

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

**Minutes for February 12, 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 – 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 January 8, 2025, meeting were read 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 activity reports for January 2025 and February 2025 read and submitted by President T. Pantuso.

**Report of Fire Chief**

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

## **Report of Fire Official**

None.

## **Old Business**

None.

## **New Business**

### **Resolution #25-003 – Authorizing Hiring of Per Diem Employee**

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

M. DeMarco reported that all requested purchase orders from the fire department have been fulfilled, including the purchase order for the chief's vehicle.

### **Meeting opened to the public by M. Riotto at 7:22 P.M.**

William Crampton, 173 Washburn Avenue, asked if the Board plans to replace the full-time Fire Official position. The Board has hired a part-time Fire Official while it considers its position regarding the full-time Fire Official position and the Bureau of Fire Prevention.

William Crampton, 173 Washburn Avenue, inquired about the status of the voter approved fire apparatus. The Board is exploring the financial impact on its budget and various financing options regarding this purchase with its accountant and has requested a meeting with the Truck Committee of the fire department.

William Crampton, 173 Washburn Avenue, asked what the Board the Board currently holds in capital funding. The Board discussed the current status of its capital account.

Todd Pantuso, 169 Springtown Road, asked questions regarding the Bureau of Fire Prevention's salaries and pension payments. The Board currently does not have any full-time salaried employees and is not making any pension payments at this time. All of the Bureau of Fire Prevention's hires are currently part-time employees and do not receive pensions.

Todd Pantuso, 169 Springtown Road, stated that the Board's website needs to be updated. The Board explained that it is currently experiencing difficulties with its webmaster and the updating of its website. The Board is currently exploring options to remediate this situation, including the hiring of a new webmaster and purchasing a new website.

### **Meeting closed to the public by M. Riotto at 7:55 P.M.**

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

Treasurer's report for February 11, 2025, 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 February 11, 2025, is \$41,217.05.

## **Miscellaneous**

None.

## **Adjournment**

Motion made by M. DeMarco to adjourn meeting at 8:05 P.M. Second was made by K. Spolarich. All were in favor.

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**Karl B. Spolarich**  
Secretary

## **Presidents Report**

**January 2025**

Two new members, Kyle Boylan and Colin Raye were introduced and welcomed.

Member Warren Gabriel working on specs/quotes for command vehicle and will forward to Fire District.

75<sup>th</sup> Anniversary Committee formed to begin process.

Community outreach/picnic committee discussed and formed with a goal of more community involvement with Washington Twp. residents.

Santa run was held on December 12<sup>th</sup>. Approximately 40 children were visited by Santa and Rudolph on the fire engine.

Building committee – Waiting on architect to revise plans.

Appointments to committees were made and posted at each station.

Respectfully submitted,

Todd Pantuso

President

## **Presidents Report**

**February 2025**

Three steel exterior doors installed at Brass Castle station.

Command vehicle specs/prices forwarded to Fire District for P.O.

Meeting to be scheduled with Dept. attorney in regards to updating By-laws and application process.

Building/addition plans finalized and will go before Land use board.

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

1/31/25

For the month of January Washington Township Fire Department responded to 26 emergency calls

And hosted 1 Business meeting 3 drills

15 Alarm calls

1 pole fire / wires down

2 MVAs

2 Structure fires

2 unresponsive people

1 Fire request to take a fire report

1 Smoke condition

1 CO alarm

1 Landing zone

## DRILLS

Right to Know / Blood born pathogens at Belvidere fire station

Cold weather pump operations and proper pump draining to prevent pump damage

Walk through at Port Colden school / Critique of the structure fire at 125 Taylor Street

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

**Resolution # 25-003**

**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) Caleb Lee 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 \$20.00 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 District #1

## Unpaid Bills Detail

As of January 11, 2025

	Type	Date	Num	Due Date	Aging	Open Balance
<b>AT&amp;T Mobility</b>						
	Bill	02/11/2025	287320058054	02/21/2025		<u>450.00</u>
Total AT&T Mobility						450.00
<b>C&amp;M Auto Parts</b>						
	Bill	02/11/2025	1960	02/21/2025		<u>28.64</u>
Total C&M Auto Parts						28.64
<b>Comcast</b>						
	Bill	02/11/2025	8499052730036227	02/21/2025		749.10
	Bill	02/11/2025	8499052730036219	02/21/2025		<u>206.93</u>
Total Comcast						956.03
<b>Fire and Safety Services , LTD.</b>						
	Bill	02/11/2025	si25-0043	02/21/2025		3,300.00
	Bill	02/11/2025	si25-0042	02/21/2025		2,650.00
	Bill	02/11/2025	si25-0041	02/21/2025		4,993.52
	Bill	02/11/2025	si25-0040	02/21/2025		<u>4,723.73</u>
Total Fire and Safety Services , LTD.						15,667.25
<b>Firehouse Innovations Corp</b>						
	Bill	02/11/2025	1982	02/21/2025		<u>2,500.00</u>
Total Firehouse Innovations Corp						2,500.00
<b>Fleet Services</b>						
	Bill	02/11/2025	102341522	02/21/2025		<u>700.00</u>
Total Fleet Services						700.00
<b>JDP</b>						
	Bill	02/11/2025	131497	02/21/2025		<u>121.10</u>
Total JDP						121.10
<b>Mark Frenzel - V</b>						
	Bill	02/11/2025	gym	02/21/2025		<u>125.00</u>
Total Mark Frenzel - V						125.00
<b>New Jersey American Water</b>						
	Bill	02/11/2025	10182100230950575	02/11/2025		<u>9,108.99</u>
Total New Jersey American Water						9,108.99
<b>New Jersey Fire Equipment</b>						
	Bill	02/11/2025	73585	02/21/2025		<u>170.00</u>
Total New Jersey Fire Equipment						170.00
<b>New Jersey State Assoc. Of Fire Districts</b>						
	Bill	02/11/2025	2025 dues	02/11/2025		<u>300.00</u>
Total New Jersey State Assoc. Of Fire Districts						300.00
<b>Richard Braslow</b>						
	Bill	02/11/2025	05305	02/11/2025		<u>1,485.00</u>
Total Richard Braslow						1,485.00

**St. Lukes**

Bill	02/11/2025	180092	02/21/2025	<u>122.00</u>
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Total St. Lukes				122.00
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**Staples**

Bill	02/11/2025	7003946206	02/21/2025	<u>179.46</u>
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Total Staples				179.46
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**Stewart & Stevenson Power Products LLC**

Bill	02/11/2025	60132651	02/21/2025	<u>2,925.58</u>
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Total Stewart & Stevenson Power Products LLC				2,925.58
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**VFIS**

Bill	02/11/2025	118477130	02/11/2025	<u>6,378.00</u>
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Total VFIS				<u>6,378.00</u>
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<b>TOTAL</b>				<u><u><b>41,217.05</b></u></u>
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