

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

Minutes for August 12, 2026:

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 – Vacant
Secretary – Karl Spolarich – Present
Treasurer – Marc DeMarco – Absent
Assistant Secretary/Treasurer – Gina Pantuso – Present

Certification of Public Meeting Law

M. Riotto, chairman, 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 8, 2026, meeting were read by K. Spolarich. Motion to accept minutes as read made by G. Pantuso. Second was made by M. Riotto. All were in favor.

Correspondence

None.

Report of Fire Department

Monthly reports for June, July, and August 2026 read and submitted by President T. Pantuso.

Report of Fire Chief

Monthly activity report for July 2026 read and submitted by Fire Chief J. Kappus.

Old Business

None.

New Business

Resolution #26-003 – Authorizing Hiring of Per Diem Employee

Motion made by M. Riotto to hire Owen Gambale as a Firehouse Caretaker, a per diem employee of the Board. Second was made by K. Spolarich. All were in favor.

Resolution #26-004 - Certification of Annual Audit

K. Spolarich made a motion to certify the 2025 annual audit as completed by Urban & Jinks. Second was made by G. Pantuso. All were in favor.

Meeting opened to the public by M. Riotto at 7:20 P.M.

No public participation.

Meeting closed to the public by M. Riotto at 7:21 P.M.

Treasurer's Report/Payment of Bills

Treasurer's report for August 7, 2026, submitted by M. DeMarco and read by G. Pantuso. 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 August 7, 2026, is \$91,524.87.

Miscellaneous

None.

Adjournment

Motion made by K. Spolarich to adjourn meeting at 7:29 P.M. Second was made by G. Pantuso. All were in favor.

Karl B. Spolarich
Secretary

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

Resolution # 26-003

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) Owen Gambale 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 15th and 30th 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.

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT
FORM OF RESOLUTION # 26-004

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 2025 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,

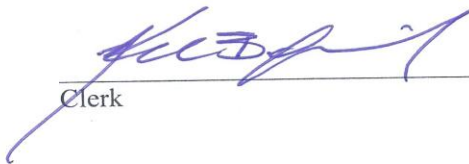
WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

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 AUG. 8, 2026.


Clerk





Washington Township Fire Department

196 Washburn Ave. Washington, NJ 07882

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

Chief's Report

Chief James Kappus

8/2/2026

For the month of July Washington Township Fire Department responded to a total of 36 calls

5 MVAs

9 Alarm Activations

1 Car Fire

1 Gas Leak

2 Brush Fire

6 Tree on wires/ Pole Fires

2 Electrical Fires

2 Structure Fires

3 Smoke Investigations

2 Odor Investigations

3 Unconscious

1 Business Meeting

Drills,

1 Using Spreaders off 75

2 Gas Simulator at WCFA

3 Driver Skills Course at WHHS

President's Report

June 2026

Meeting was called to order with 15 members present.

Man vs. Machine training scheduled for June 13th at Brass Castle station.

Command vehicle was recently put in service.

Resignation letter received from Jacob Kiesling.

Members voted to keep Class A uniforms.

Respectfully submitted,

Todd Pantuso

President

Washington Township Fire Dept.

President's Report

July 2026

Meeting was called to order with 16 members present.

New addition – Fire extinguishers and stainless-steel sink was installed.

Brass castle station – It was voted on to purchase 2 paper shredders along with 10 new office chairs.

Washburn station – Exterior sign was fixed and re-installed.

Jason Lapczynski was cleared as a probationary member.

Truck committee – Production has begun on new engine.

Additional equipment for air bags has arrived and has been placed on rescue truck.

Member Colin Rae has set up online clothing store for 76 fire attire. Members only.

Respectfully submitted,

Todd Pantuso

Washington Twp. Fire Department

President's Report

August 2026

Meeting was called to order with 12 members present.

National Night Out was discussed – department to hand out balloons.

Resignation letter received from Nick Marmarota.

Rib cook off fundraiser for November is progressing.

Respectfully submitted,

Todd Pantuso

Secretary

Washington Twp. Fire Department

Washington Township Fire District #1

Unpaid Bills Detail

As of August 7, 2026

	Type	Date	Num	Due Date	Aging	Open Balance
AT&T Mobility						
	Bill	08/07/2026	287320058054x0804202	08/17/2026		450.00
Total AT&T Mobility						450.00
Bill Crampton - v						
	Bill	08/07/2026	gym	08/17/2026		125.00
	Bill	08/07/2026		08/17/2026		2,733.62
Total Bill Crampton - v						2,858.62
C&M Auto Parts						
	Bill	08/07/2026	parts	08/17/2026		844.82
Total C&M Auto Parts						844.82
Comcast						
	Bill	08/07/2026	8499052730036227	08/17/2026		875.39
	Bill	08/07/2026	8499052730036219	08/17/2026		307.74
Total Comcast						1,183.13
Continental Fire and Safety						
	Bill	08/07/2026	T2648	08/17/2026		1,594.10
Total Continental Fire and Safety						1,594.10
Dependable Fire Equipment Co., Inc.						
	Bill	08/07/2026	112097	08/17/2026		167.40
Total Dependable Fire Equipment Co., Inc.						167.40
East Coast Emergency Lighting Inc.						
	Bill	08/07/2026	509106	08/17/2026		30,691.22
Total East Coast Emergency Lighting Inc.						30,691.22
Electronic Measurement Labs, Inc.						
	Bill	08/07/2026	68669	08/17/2026		357.00
Total Electronic Measurement Labs, Inc.						357.00
Fire and Safety Services , LTD.						
	Bill	08/07/2026	IO26-01886	08/17/2026		342.19
	Bill	08/07/2026	IO26-01737	08/17/2026		48.00
Total Fire and Safety Services , LTD.						390.19
Fleet Services						
	Bill	08/07/2026	114037375	08/17/2026		1,000.00
Total Fleet Services						1,000.00

JDP

Bill	08/07/2026	172550	08/17/2026	<u>55.05</u>
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Total JDP				55.05
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Liberty Mutual

Bill	08/07/2026	3-320917-0000	08/17/2026	<u>3,355.00</u>
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Total Liberty Mutual				3,355.00
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New Jersey American Water

Bill	08/07/2026	1018-210023905075	08/07/2026	<u>9,637.22</u>
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Total New Jersey American Water				9,637.22
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New Jersey Fire Equipment

Bill	08/07/2026	2035235	08/17/2026	<u>50.00</u>
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Total New Jersey Fire Equipment				50.00
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NJ Advanced Media

Bill	08/07/2026	4207325	08/17/2026	<u>40.94</u>
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Total NJ Advanced Media				40.94
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Richard Braslow

Bill	08/07/2026	06267	08/07/2026	<u>270.00</u>
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Total Richard Braslow				270.00
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St. Lukes

Bill	08/07/2026	202049	08/17/2026	<u>122.00</u>
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Total St. Lukes				122.00
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Urban And Jinks

Bill	08/07/2026	19642	08/17/2026	<u>8,415.00</u>
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Total Urban And Jinks				8,415.00
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Washington Township Fire Department

Bill	08/07/2026	Qtr 2 & 3	08/07/2026	<u>28,719.48</u>
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Total Washington Township Fire Department				28,719.48
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Witmer Associates Inc.

Bill	08/07/2026	871904	08/17/2026	661.85
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Bill	08/07/2026	7012	08/17/2026	<u>661.85</u>
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Total Witmer Associates Inc.				<u>1,323.70</u>
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TOTAL				<u><u>91,524.87</u></u>
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