

**MINUTES  
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1  
EAST DOVER FIRE HOUSE  
MARCH 1, 2017**

Commissioner Convery called a regular meeting to order at 7:00 p.m. with a Salute to the Flag. A Moment of silence was observed. The following statement was made:

Adequate notice of this meeting has been provided in accordance with the Provisions of the Open Public Meetings Act by notice being posted in the Municipal Building, 33 Washington Street, Toms River; being filed with the municipal clerk and being transmitted to the Asbury Park Press and Star Ledger and to all who have requested copies in accordance with statute.

**ROLL CALL**

Autenrieth – present      Latshaw – present  
Ambrosio – present      Sipe-present  
Convery – present

Administrator Kubiell and Attorney Vandyke present.  
Bisceglie present to take minutes

**APPROVING THE MINUTES**

Motion Autenrieth second Latshaw to accept the minutes of the February 15, 2017 meeting providing they are made available for inspection by the public during this meeting. (SEE INSERTION)

Ayes-5      Nays-0      **CARRIED**

**REPORTS OF COMMITTEES**

**COMMUNICATION** –No report

**FIRE PREVENTION BUREAU**- No report

**FIRE ACADEMY**-Latshaw stated seeking quotes for new motor for the overhead doors. Clean up is to be held this weekend. Ambrosio recommended looking into County and State contract re: doors.

**POLICE/EMERGENCY MANAGEMENT**- No report

**LEGISLATION** –No report

**INSURANCE**- No report

**FIRST AID SQUADS** No report

**FIRE OFFICERS ASSOCIATION**- No report

**TOWNSHIP COUNCIL AND MAYOR**- No report

**VEHICLE REPAIR/NEW APPARATUS** –No report

**ADMINISTRATOR'S REPORT** – Kubiell stated the truck report in folders for review

**ATTORNEY REPORT**- No report

**REPORTS OF FIRE OFFICERS**

**DISTRICT CHIEF GOLDEN**- Chief Golden read his report (See inserted report)

**CO. 1 LT. SIMONE** – Simone stated that 2561 will be utilized more frequently because of a rotational first response at the downtown station.

**CO. 2 CHIEF CIRZ** – Cirz congratulated Commissioners Autenrieth and Sipe.

**CO. 3 ASST. CHIEF CALVO** – Calvo recommended starting the process for the boat at Ocean Beach Marina because last year there were many issues. Commissioner Sipe will contact Ocean Beach Marina to start the process. Calvo requested to move boat slip back to the last location because it is too tight of a fit at the new location.

**CO. 4 CHIEF ZIESER-** Zieser stated had a sit down meeting with Station 53 (Island Heights) officers to go over basic plans re: operational procedures. In process of scheduling with Station 53 membership to run training class on Toms River's accountability system. Assistant Chief Calvo asked if the same process could be set up with Seaside and Lavallette. (District Chief to look into this)

**ISLAND HEIGHTS CHIEF BALFREY -** Progress

**SEASIDE HEIGHTS-** No representation

**FIRE OFFICERS ASSOCIATION-** No report

**REMOVALS FROM THE ROLLS** -None

**APPLICATIONS FOR MEMBERSHIP-** Scott Ciuba Co.1 as a firefighter to the rolls.

Motion Autenrieth second Ambrosio to accept Scott Ciuba Co.1 as a firefighter

Ayes-5 Nays-0 **CARRIED**

**TRANSFER OF MEMBERSHIP-** None

**UNFINISHED BUSINESS-** None

### **NEW BUSINESS**

**RESOLUTION TO APPOINT JAMES GOLDEN AS DISTRICT CHIEF-** A resolution was presented, Motion Ambrosio second Sipe to appoint James Golden as the District Chief for Toms River Fire District No.1 (See inserted resolution)

### **ROLL CALL VOTE**

Latshaw-Yes Ambrosio-Yes  
Autenrieth-Yes Sipe-Yes  
Convery-Yes

**CARRIED**

Commissioner Convery swore in James Golden as District Chief for Toms River Fire District No.1. (See insertion)

Convery stated that the District Chief is the highest honor an officer can hold and is proud to say he is an East Dover member.

**AUTHORIZATION APPARATUS SEASIDE PARADE-** Motion Sipe second Latshaw authorizing use of apparatus for the Seaside Heights St. Patrick's Day Parade on March 11, 2017.

Ayes - 5 Nays -0

**CARRIED**

**AUTHORIZATION USE OF 1-100 NATIONAL FIRE ACADEMY -** Motion Sipe second Latshaw authorizing use of 1-100 for the National Fire Academy from March 17-19.

Ayes - 5 Nays -0 **CARRIED**

### **BILLS**

Motion Autenrieth second Latshaw to approve bill list for March 1, 2017. (SEE INSERTED BILL LIST)

Ayes-5 Nays-0 **CARRIED**

**PARTICIPATION BY THE PUBLIC-** None

**PRIVATE EXECUTIVE SESSION-** Motion Ambrosio second Sipe to go into Private Executive Session @ 7:25 p.m.

Ayes - 5 Nays -0 **CARRIED**

**A Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12.**

**Whereas, the Board of Fire Commissioners** of Toms River Fire District No 1. is subject to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-6*, et seq., and

Whereas, the *Open Public Meetings Act, N.J.S.A. 10:4-12*, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

Whereas, it is necessary for the Fire Commissioners of Toms River Fire District No. 1 to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

*Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege:* Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

Now, THEREFORE, BE IT RESOLVED by the Fire Commissioners of Toms River Fire District No. 1, assembled in public session on March 1, 2017 shall go into Executive Session for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Fire Commissioners that the public interest will no longer be served by such confidentiality.

**Motion Ambrosio second Sipe to go into open session at 7:45**

**Ayes - 5**

**Nays -0**

**CARRIED**

**There being no further business, motion Sipe second Ambrosio to close the meeting @ 7:48p.m.**

**Ayes - 5**

**Nays -0**

**CARRIED**

Respectfully submitted

*Jesse Sipe, Clerk*

# Toms River Township District No.1

Jim Golden, District Chief

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Monthly Report Wednesday March 1, 2017

## **Emergency Responses**

- 2/6 – Toms River School bus maintenance garage: Report of smoke in the building. It was a bathroom vent fan in the mechanics shop. Vented smoke from the building, secured power to the fan. There were no injuries.
- 2/25- 535 Lloyd Rd for a reported house struck by lightning filling up with smoke .The Chimney on the structure was hit pushing the wall in knocking bricks off front of fireplace. The occupants were not injured and power to that room was secured.

## **Meetings Attended**

- 2/6 -County chiefs meeting station 47
- 2/8- Joint officers meeting Toms River fire Academy

## **SOG-**

- There is going to be a change of committee chair. There has been no meeting to date.

## **Training**

- 2/21 – Fire Fighter cancer prevention program put on by the National Fallen Firefighters Foundation.
- 2/26 –John Norman seminar in Lakewood put on by the Lakewood FMBA.

## **Authorization Request**

- None

## **Other**

- There will be a township boat drill on April 24<sup>th</sup> 2017 this will also include station 53.

Respectfully submitted.

James Golden  
District Chief

RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARD OF FIRE  
COMMISSIONERS DISTRICT NO. 1, IN THE TOWNSHIP OF TOMS  
RIVER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPOINTING  
JAMES GOLDEN TO SERVE AS DISTRICT CHIEF FROM MARCH 1,  
2017 THROUGH MARCH 6, 2019

March 1, 2017

WHEREAS, The Toms River District No. 1 Fire Officers Association has nominated James Golden to serve as District Chief for the Toms River Township Board of Fire Commissioners District No. 1

WHEREAS, the Toms River Board of Fire Commissioners District No. 1 consents to the nomination. James Golden is hereby appointed as District Chief for the Toms River Board of Fire Commissioners District No. 1

WHEREAS, James Golden shall serve on behalf of the Toms River Board of Fire Commissioners District No.1. His term shall not extend past the reorganization meeting of the Toms River Board of Fire Commissioners District No.1 in 2019 without being re-appointed by the Toms River Board of Fire Commissioners District No. 1.

WHEREAS, The District Chief shall work in conjunction with the Chief Administrator and is responsible for the operations of the Toms River Fire Department District No. 1 and shall report to and be under the jurisdiction of the Chief Administrator and the Toms River Board of Fire Commissioners District No. 1

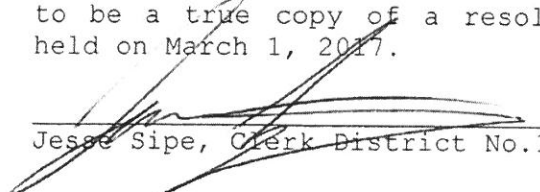
WHEREAS, in performing his duties, said District Chief shall observe all rules and regulations, Standard Operating Guidelines and By-laws adopted by the Toms River Board of Fire Commissioners District No. 1.

A certified copy of this resolution shall be provided by the Toms River Board of Fire Commissioners District No. 1 Administration Office to each of the following:

1. James Golden
2. Board Attorney
3. Chief Administrator
4. Human Resource Coordinator

CERTIFICATION

I, Jesse Sipe, Clerk of the Toms River Township Fire Commissioners District No. 1, in the Township of Toms River, County of Ocean, State of New Jersey, do hereby certify the above to be a true copy of a resolution duly adopted at its meeting held on March 1, 2017.

  
Jesse Sipe, Clerk District No.1

3/1/17  
Date



## TOMS RIVER TOWNSHIP FIRE DISTRICT No. 1


CRAIG AMBROSIO  
MARK AUTENRIETH  
GEORGE CONVERY  
RAYMOND LATSHAW  
ROBERT ROMANO

1144 HOOPER AVE  
SUITE 206  
TOMS RIVER, NEW JERSEY 08753  
PHONE (732)341-4441  
FAX (732)505-2150

TOMS RIVER FIRE CO. No. 1  
TOMS RIVER FIRE CO. No. 2  
OCEAN BEACH FIRE CO. No. 3  
EAST DOVER FIRE CO. No. 4

### SWEARING IN 2017 DISTRICT CHIEF

I, the duly appointed District Chief of the Toms River Township Fire Departments, District No. 1, do solemnly swear that I will faithfully fulfill the duties of our said office and will administer the rules and regulations of the Board of Fire Commissioners to the best of my ability and understanding.

  
James Golden  
Fire District No.1

March 1, 2017  
01:21 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
2016-2017 Purchase Order Listing By Expenditure Account

Page No: 1

P.O. Type: All	Print Perpetual, Revenue, & G/L Accounts: N	Open: N	Void: N	Paid: N
Format: Condensed		Held: N	Aprv: N	Rcvd: Y
Range: 01- -111-05 -001	to 01- -135-01 -806	Bid: Y	State: Y	Other: Y
Rcvd Batch Id Range: First	to Last	Encumbrance Date Range: First	to 12/31/17	Include Non-Budgeted: Y
Prior Year Only: N				
Department Page Break: No	Subtotal CAFR: No	Subtotal Department: No	Subtotal Extd: No	

Expend Account	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Vendor						
01- -112-05 -024	HEALTH BENEFITS/DISABILITY					
U0046	UNITED HEALTHCARE INS. CO.	17-00173	03/17 INS. CUSTOMER #600792	156.76	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	17-00176	03/17 HEALTH	13,130.40	0.00	
H0033	HARTFORD INSURANCE COMPANY	17-00227	03/17 INSURANCE GROUP #680338	633.54	0.00	
				13,920.70		
01- -112-05 -030	PENSION PRUDENTIAL					
S0290	STATE OF N.J. - PERS	16-01615	GENOVESE PENSION INS.	18.79	0.00	
01- -113-05 -073	FURNITURE & FIXTURES					
B0265	BUTLER OFFICE INTERIORS	16-01545	SHELVES	335.00	0.00	
01- -114-05 -101	HYDRANT RENTAL					
S0337	SUEZ WATER T.R.	17-00225	02/17 ACCT#04402764900000	20,652.06	0.00	
01- -115-05 -136	RENT/LEASE					
T0120	TOMS RIVER BD. OF EDUCATION	17-00219	MARCH 2017 SUITE 306	1,873.54	0.00	
01- -119-01 -274	PHYSICALS					
T0075	THE STRESS CENTER, P.C.	17-00066	EVALUATIONS	171.00	0.00	
M0080	MERIDIAN OCCUPATIONAL HEALTH	17-00133	SIMONE, GERVASIO	915.00	0.00	
D0185	DYNAMIC TESTING SERVICE	17-00140	TESTING INV#9123	385.00	0.00	
				1,471.00		
01- -121-05 -346	ELECTION EXPENSES					
J0114	JONES, DONNA LEE	17-00155	2017 ELECTION WORKER	130.00	0.00	
H0019	HALLIWELL, CASEY	17-00156	2017 ELECTION WORKER	130.00	0.00	
L0057	LAZAR, PATRICIA	17-00157	2017 ELECTION WORKER	130.00	0.00	
B0013	BANNON, KATHY	17-00158	2017 ELECTION WORKER	130.00	0.00	
M0178	MORTENSEN, ANDREW	17-00159	2017 ELECTION WORKER	130.00	0.00	
K0152	KUBIEL, KAYLA	17-00160	2017 ELECTION WORKER	130.00	0.00	
L0179	LIGHTBODY, NORVELLA	17-00161	2017 ELECTION WORKER	130.00	0.00	
U0036	UNGER, MARYLOU	17-00162	2017 ELECTION WORKER	130.00	0.00	
D0091	DEZENDORF, MIDGE	17-00163	2017 ELECTION WORKER	130.00	0.00	
N0099	NEARY, KEVIN	17-00164	2017 ELECTION WORKER	130.00	0.00	
N0100	NEARY, MARGE	17-00165	2017 ELECTION WORKER	130.00	0.00	
B0210	BRAMLETT, JACQUELINE	17-00166	2017 ELECTION WORKER	130.00	0.00	
L0102	LENNY'S PIZZERIA & RESTAURANT	17-00174	MEALS FOR 2017 ELECTION	54.40	0.00	
O0137	THE OFFICE RESTAURANT	17-00175	MEALS FOR 2017 ELECTION	84.43	0.00	
H0020	HALLIWELL, DAWN	17-00237	PETTY CASH	52.73	0.00	
E0024	EAST DOVER FIRE CO. #4	17-00239	REIMB. MEALS	70.00	0.00	
				1,821.56		
01- -123-05 -416	DUES/SUBSCRIPTIONS					
G0134	GOVERNMENTAL PURCHASING	17-00039	KUBIEL DUES	100.00	0.00	



March 1, 2017  
02:46 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
2016-2017 Purchase Order Listing By Expenditure Account

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Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -124-01 -446 28079	TRAINING CATAPANO, JOSEPH F.	17-00238	REIMB. TRAINING	75.00	0.00	
01- -124-01 -449 E0073	PHYSICAL FITNESS ELITE CLUB USA	16-01617	PHYSICAL FITNESS	425.00	0.00	
01- -126-01 -529 T0175	FUEL TOWNSHIP OF TOMS RIVER	17-00186	1/17 FUEL + CREDIT 11 & 12/16	700.01	0.00	
01- -126-01 -531 H0100	SUPPLIES HOME DEPOT	17-00099	SUPPLIES DIST#1	22.49	0.00	
H0020	HALLIWELL, DAWN	17-00237	PETTY CASH	24.90	0.00	
				47.39		
01- -126-05 -529 T0175	FUEL TOWNSHIP OF TOMS RIVER	17-00186	1/17 FUEL + CREDIT 11 & 12/16	72.50-	0.00	
01- -126-05 -531 T0080	SUPPLIES THIRST QUENCHERS SPRING WATER	17-00151	WATER DIST#1 INV#104246	27.20	0.00	
01- -126-08 -529 T0175	FUEL TOWNSHIP OF TOMS RIVER	17-00186	1/17 FUEL + CREDIT 11 & 12/16	28.74	0.00	
01- -126-10 -529 T0175	FUEL TOWNSHIP OF TOMS RIVER	17-00186	1/17 FUEL + CREDIT 11 & 12/16	53.14	0.00	
01- -127-01 -567 A0223	COMMUNICATIONS AT&T	17-00240	ACCT#030 404 5393 001	29.29	0.00	
V0067	VOICE LOGISTIC GROUP	17-00244	SERVICE INV#4065	381.20	0.00	
V0010	VERIZON WIRELESS	17-00250	ACCT#320580493-00001	742.25	0.00	
				1,152.74		
01- -127-05 -567 C0149	COMMUNICATIONS/UTILITIES COMCAST CABLE	17-00194	ACCT#8499 05 194 0622198	230.19	0.00	
A0223	AT&T	17-00240	ACCT#030 404 5393 001	59.92	0.00	
V0067	VOICE LOGISTIC GROUP	17-00244	SERVICE INV#4065	263.87	0.00	
				553.98		
01- -128-01 -606 U0065	OFFICE SUPPLIES/SHIPPING UPS	17-00246	SHIPPING ACCT#E5400F	61.18	0.00	
01- -128-05 -607 W0004	OFFICE SUPPLIES/SHIPPING W.B. MASON CO., INC.	17-00152	SUPPLIES DIST#1	202.76	0.00	
O0070	OCEAN DATA FORMS	17-00168	PURCH REQ/CHECKS/ENVELOPES	490.80	0.00	
				693.56		
01- -129-01 -647 E0004	REFURBISHING E.R.S. FLEET REPAIR, INC.	16-01083	2801 STOKES BASKET	1,404.00	0.00	
01- -129-01 -648 P0065	VEHICLE REPAIR PAT WALL TIRE SERVICE L.L.C.	17-00145	2671 TIRE	255.00	0.00	
H0020	HALLIWELL, DAWN	17-00237	PETTY CASH	8.38	0.00	
E0004	E.R.S. FLEET REPAIR, INC.	17-00242	2511,61,2631,69,71,2721	7,411.59	0.00	



March 1, 2017  
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TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
2016-2017 Purchase Order Listing By Expenditure Account

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Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -129-01 -648	VEHICLE REPAIR		Continued			
E0004	E.R.S. FLEET REPAIR, INC.	17-00243	2801,29,65,2631	15,027.82	0.00	
				22,702.79		
01- -129-01 -652	SCOTTS REFILL/REPAIR					
A0076	AIR & GAS TECHNOLOGIES, INC.	17-00088	HYDRO TEST CO#4	2,120.00	0.00	
01- -129-08 -648	VEHICLE REPAIR					
N0215	NORWOOD AUTO PARTS	17-00139	WIPER BLADES DIST#1	18.37	0.00	
01- -133-01 -701	CONTINGENCIES					
T0135	TOMS RIVER FIRE CO. #1	17-00179	REIMB. SNOW STANDBY	25.92	0.00	
E0024	EAST DOVER FIRE CO. #4	17-00239	REIMB. MEALS	98.77	0.00	
				124.69		
	Fund Total:			70,307.94		
Total Charged Lines: 76 Total List Amount: 70,307.94 Total Void Amount: 0.00						

**FUNDS RECEIVED AND DEPOSITED**

<b><u>FROM:</u></b>	<b><u>CK#:</u></b>	<b><u>FOR:</u></b>	<b><u>AMOUNT:</u></b>
Toms River Township	91179	Reimburse professional fees	9,500.00
James Mercready	681	Reimburse payroll taxes	63.76
Bureau of Fire Prevention	138	Revenue 1/17	18,885.76
Toms River Fire Dist#2	29158	Radio repairs	753.53
Ocean County	530613	FY15 Homeland Security Grant	32,441.12
NJ Casualty Insurance	267800	Kieran Flynn WC	871.00
NJ Casualty Insurance	267253	Kieran Flynn WC	871.00
Toms River Fire Dist#2	29127	Joint bills 2/17	65,610.67
NJ Casualty Insurance	268385	Kieran Flynn WC	871.00
NJ Casualty Insurance	269579	Kieran Flynn WC	871.00
NJ Casualty Insurance	269446	Kieran Flynn WC	871.00
Selective Insurance	929121	Bureau vehicle #107 insurance deductible	500.00