

**MINUTES**  
**TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1**  
**TOMS RIVER FIRE COMPANY NO.2**  
**APRIL 5<sup>th</sup> 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-absent  
Convery – present

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

**APPROVING THE MINUTES**

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

Ayes-4    Nays-0    **CARRIED**

**REPORTS OF COMMITTEES**

**COMMUNICATION** –No report

**FIRE PREVENTION BUREAU**- Autenrieth stated he attended a liaison meeting re: uncollected fees and the amnesty program. It was agreed to have Attorney Braslow send out letters to the businesses that have not complied.

**FIRE ACADEMY**-Latshaw stated the gas valve has been replaced on the HVAC system (Manufacturer defect)

**POLICE/EMERGENCY MANAGEMENT**- No report

**LEGISLATION** –No report

**INSURANCE**- No report

**FIRST AID SQUADS** No report

**FIRE OFFICERS ASSOCIATION**- No report

Ambrosio stated himself, Administrator Kubiell and Attorney VanDyke met with the BID (Business Improvement District) where the BID made motion to fully support the new combined building and to promote the dates for the public hearings on their social media site. Requesting full support of the fire companies to ensure this much needed project progresses to the next level.

**TOWNSHIP COUNCIL AND MAYOR**- No report

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

**ADMINISTRATOR'S REPORT** – Kubiell stated the truck report in folders for review. 2756 completed and moved to Ocean Beach Marina.

**ATTORNEY REPORT**- No report

**REPORTS OF FIRE OFFICERS**

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

**CO. 1 CHIEF MOUNT-**

1. Mount stated he is in the process of setting up a meeting with the District Chief and other Chiefs re the new ERS reporting system.
2. Requesting use of apparatus for Little League Parade on Saturday, April 8<sup>th</sup> 2017
3. A drill is scheduled for April 22<sup>nd</sup> at the Fire Academy with NJ Natural Gas.

**CO. 2 CHIEF CIRZ** – Cirz stated he will be away Sunday-Thursday, Assistant Chief Miller will have chief's vehicle.

**CO. 3 CHIEF GIORDANO** – Giordano is requesting the use of the chief's vehicle for a seminar in Kearny.

**CO. 4 CHIEF ZIESER-** Zieser stated Assistant Chief Travis Seaman has resigned due to his work schedule. Zieser appointed Sam Seaman to fill the position until an election can take place. The SOG committee is moving forward with the revisions to the current SOG'S.

**ISLAND HEIGHTS ASST CHIEF MCDANIEL -** McDaniel stated their brush truck is out of service permanently, looking into a replacement within the next couple of months. The boat will be in the water within the next couple of weeks.

**SEASIDE HEIGHTS-** No representation

**FIRE OFFICERS ASSOCIATION-** No report

**Motion Ambrosio second Latshaw authorizing use of apparatus on April 8, 2017 for the Little League Parade.**

**Ayes-4 Nays-0 CARRIED**

**Motion Autenrieth second Ambrosio authorizing Chief Giordano the use of the chief's vehicle to attend seminar to Kearny NJ**

**Ayes-4 Nays-0 CARRIED**

**REMOVALS FROM THE ROLLS** –David KlemickCo.2, Louis Morano Co.4, Robert Izbicki Co.1 and Matthew Hosking Co.1.

**Motion Autenrieth second Latshaw removing David KlemickCo.2, Louis Morano Co.4, Robert Izbicki Co.1 and Matthew Hosking Co.1 from the rolls.**

**Ayes-4 Nays-0 CARRIED**

**APPLICATIONS FOR MEMBERSHIP-** None

**TRANSFER OF MEMBERSHIP-** Dean Mitchell from Co.4 to Co.2.

**Motion Ambrosio second Autenrieth authorizing transfer of Dean Mitchell from Co.4 to Co.2.**

**Ayes-4 Nays-0 CARRIED**

**UNFINISHED BUSINESS-** None

**NEW BUSINESS**

**RESIDENTIAL BUILDINGS** – Autenrieth stated after a meeting with Lead Inspector Esposito, it was brought to the liaisons' attention that a number of dwellings have been discovered with bedroom spaces in basements that do not have the proper egress windows. He stressed the importance if this happens that the Bureau of Fire Prevention needs to be called immediately. The fire officer cannot leave the scene until an Inspector from the Bureau arrives because once the fire officer leaves the scene the homeowner does not have to allow the bureau of fire prevention back in.

**JOINT BOARD MEETING-** Motion Autenrieth second Ambrosio to cancel the joint board meeting for April 12, 2017.

**Ayes-4 Nays-0 CARRIED**

**BILLS**

**Motion Autenrieth second Latshaw to approve bill list for April 5, 2017. (SEE INSERTED BILL LIST)**                      **Ayes-4          Nays-0                      CARRIED**

**PARTICIPATION BY THE PUBLIC-** None

Commissioner Ambrosio stressed the importance of the fire company's support regarding combined station.

**PRIVATE EXECUTIVE SESSION-** **Motion Ambrosio second Latshaw to go into Private Executive Session @ 7:25 p.m.**                      **Ayes - 4                      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 require 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 Autenrieth to go into open session at 7:45**

**Ayes - 4          Nays -0                      CARRIED**

**There being no further business, motion Autenrieth second Ambrosio to close the meeting @ 7:48p.m.**                      **Ayes - 4          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 April 5, 2017

## **Emergency Responses**

- No Emergency responses of significance this month

## **Meetings Attended**

- 3/25- SOG meeting Station 25

## **Training**

- 3/16 -Elevated structures –Monmouth County Fire Academy
- 3/18-3/19 Executive Skill Series: Exercising Leadership Ethically. National Fire Academy
- 3/12-Acquired structure drill 867 Bay Ave with station 25
- 3-28 – Acquired Structure drill 867 Bay Ave with station 26
- 3/31 – Familiarization walk through of CMC

## **Authorization Request**

- None

Respectfully submitted.

*James Golden*

District Chief

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

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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    Exempt: 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: Yes

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -112-05 -024	HEALTH BENEFITS/DISABILITY					
U0046	UNITED HEALTHCARE INS. CO.	17-00339	04/17 INS. CUSTOMER #600792	156.76	0.00	
H0033	HARTFORD INSURANCE COMPANY	17-00353	03/17 INSURANCE GROUP #680338	633.54	0.00	
B0074	BENECARD SERVICES, INC.	17-00369	04/17 PRESCRIPTION	5,658.23	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	17-00375	04/17 HEALTH	13,298.06	0.00	
				19,746.59		
	Extd Total:			19,746.59		
01- -113-02 -064	TOOLS & EQUIPMENT					
A0099	ALL HANDS FIRE EQUIPMENT	17-00294	EQUIP. CO#2	318.23	0.00	
	Extd Total:			318.23		
01- -113-10 -074	OFFICE EQUIPMENT					
C0049	CDW-GOVERNMENT	17-00304	I/T EQUIP. DIST#1	80.00	0.00	
	Extd Total:			80.00		
01- -114-05 -101	HYDRANT RENTAL					
S0337	SUEZ WATER T.R.	17-00341	03/17 ACCT#04402764900000	20,652.06	0.00	
	Extd Total:			20,652.06		
01- -115-01 -136	RENT/LEASE					
T0135	TOMS RIVER FIRE CO. #1	17-00195	1ST QTR. LEASE 2017	12,618.25	0.00	
	Extd Total:			12,618.25		
01- -115-02 -136	RENT/LEASE					
T0136	TOMS RIVER FIRE CO. #2	17-00199	1ST QTR. LEASE 2017	15,592.86	0.00	
	Extd Total:			15,592.86		
01- -115-03 -136	RENT/LEASE					
O0010	OCEAN BEACH FIRE CO. #3	17-00203	1ST QTR. LEASE 2017	10,523.13	0.00	
	Extd Total:			10,523.13		
01- -115-04 -136	RENT/LEASE					
E0024	EAST DOVER FIRE CO. #4	17-00207	1ST QTR. LEASE 2017	10,044.46	0.00	
	Extd Total:			10,044.46		

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
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- -115-05 -136 T0120 TOMS RIVER BD. OF EDUCATION	RENT/LEASE OF EDUCATION	17-00220	RENT APR-JUN 2017 SUITE 306	5,620.62	0.00	
	Extd Total:			5,620.62		
01- -116-05 -172 C0146 CONNER STRONG & BUCKELEW	INSURANCE PREMIUMS TREASURER'S BOND	17-00358		2,515.00	0.00	
	Extd Total:			2,515.00		
01- -118-05 -241 S0070 SEASIDE HEIGHTS FIRE CO.	FIRE PROTECTION CONTRACTS - S.S. 1ST QTR 2017 CONTRACT	17-00211		8,500.00	0.00	
01- -118-05 -242 I0170 ISLAND HEIGHTS FIRE CO.	FIRE PROTECTION CONTRACT - I.H. 1ST QTR 2017 CONTRACT	17-00215		8,500.00	0.00	
	Extd Total:			17,000.00		
01- -119-01 -274 M0080 MERIDIAN OCCUPATIONAL HEALTH	PHYSICALS PHYSICAL CIUBA	17-00302		470.00	0.00	
	Extd Total:			470.00		
01- -119-05 -271 H0098 HOLMAN, FRENIA, ALLISON P.C.	AUDITOR 2016 AUDIT	17-00370		46.00	0.00	
01- -119-05 -275 O0003 O'BRIEN'S RESPONSE MANAGEMENT M0024 MANN'S WOODWARD STUDIOS, INC.	TEMP. PROFESSIONAL SERVICE FEMA ASSISTANCE FEASABILITY STUDY	17-00317 17-00366		4,920.00 5,750.00 <u>10,670.00</u>	0.00 0.00	
	Extd Total:			10,716.00		
01- -120-05 -311 N0163 NEW JERSEY PRESS	LEGAL NOTICES NEW STATION AD#2009269	17-00376		48.75	0.00	
	Extd Total:			48.75		
01- -121-05 -346 O0023 OCEAN COUNTY BOARD C0210 COUNTY OF OCEAN	ELECTION EXPENSES 2017 ELECTION EXPENSES 2017 ELECTION	17-00290 17-00338		912.32 1,539.88 <u>2,452.20</u>	0.00 0.00	
	Extd Total:			2,452.20		
01- -123-05 -416 G0033 GANN LAW BOOKS N0209 NORTHERN NJ CHAPTER NIGP	DUES/SUBSCRIPTIONS TITLE 40 & 40A PAPERBACK RENEW BRIAN KUBIEL MEMBERSHIP	17-00069 17-00108		168.00 80.00 <u>248.00</u>	0.00 0.00	
	Extd Total:			248.00		

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
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Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -124-01 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	17-00312	PHYSICAL FITNESS	805.00	0.00	
	Extd Total:			805.00		
01- -124-05 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	17-00312	PHYSICAL FITNESS	215.00	0.00	
	Extd Total:			215.00		
01- -125-01 -487	TURNOUT GEAR					
C0172	CONTINENTAL FIRE & SAFETY	17-00224	BOOTS PISCOPO	401.25	0.00	
S0170	SKYLANDS AREA FIRE EQUIPMENT	17-00251	SUSPENDERS	264.00	0.00	
V0005	V.E. RALPH & SON	17-00295	SUPPLIES CO#2	94.50	0.00	
				<u>759.75</u>		
	Extd Total:			759.75		
01- -126-01 -529	FUEL					
T0175	TOWNSHIP OF TOMS RIVER	17-00305	2/17 & 3/17 FUEL DIST#1	897.80	0.00	
D0125	DOVER OIL CO., INC.	17-00329	FUEL ACCT#18859F	624.07	0.00	
				<u>1,521.87</u>		
01- -126-01 -531	SUPPLIES					
V0005	V.E. RALPH & SON	17-00295	SUPPLIES CO#2	175.00	0.00	
01- -126-01 -533	BATTERIES					
V0005	V.E. RALPH & SON	17-00295	SUPPLIES CO#2	220.80	0.00	
C0172	CONTINENTAL FIRE & SAFETY	17-00297	BATTERY CO#2	140.00	0.00	
				<u>360.80</u>		
	Extd Total:			2,057.67		
01- -126-08 -529	FUEL					
T0175	TOWNSHIP OF TOMS RIVER	17-00305	2/17 & 3/17 FUEL DIST#1	269.69	0.00	
	Extd Total:			269.69		
01- -126-10 -529	FUEL					
T0175	TOWNSHIP OF TOMS RIVER	17-00305	2/17 & 3/17 FUEL DIST#1	138.54	0.00	
	Extd Total:			138.54		
01- -127-01 -567	COMMUNICATIONS					
V0010	VERIZON WIRELESS	17-00340	ACCT#320580493-00001	742.23	0.00	
V0010	VERIZON WIRELESS	17-00346	ACCT#920642692-00001	167.64	0.00	
A0223	AT&T	17-00357	ACCT#030 404 5393 001	33.49	0.00	
V0067	VOICE LOGISTIC GROUP	17-00360	SERVICE INV#4223	381.20	0.00	
R0012	RACKSPACE US, INC.	17-00374	EMAIL SYSTEM ACCT#3249226	624.25	0.00	
				<u>1,948.81</u>		
	Extd Total:			1,948.81		

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
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Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
C0149	COMCAST CABLE	17-00328	ACCT#8499 05 194 0622198	230.19	0.00	
V0010	VERIZON WIRELESS	17-00346	ACCT#920642692-00001	230.68	0.00	
A0223	AT&T	17-00357	ACCT#030 404 5393 001	62.93	0.00	
V0067	VOICE LOGISTIC GROUP	17-00360	SERVICE INV#4223	263.87	0.00	
R0012	RACKSPACE US, INC.	17-00374	EMAIL SYSTEM ACCT#3249226	230.50	0.00	
				<u>1,018.17</u>		
	Extd Total:			1,018.17		
01- -127-08 -569	COMMUNICATIONS					
V0010	VERIZON WIRELESS	17-00346	ACCT#920642692-00001	62.38	0.00	
	Extd Total:			62.38		
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
A0099	ALL HANDS FIRE EQUIPMENT	17-00294	EQUIP. CO#2	22.99	0.00	
A0099	ALL HANDS FIRE EQUIPMENT	17-00298	TANK CAP	11.99	0.00	
W0004	W.B. MASON CO., INC.	17-00334	SUPPLIES DIST#1	199.22	0.00	
E0069	ELECTRONIC MEASUREMENT LAB INC	17-00336	GAS DETECTOR	39.26	0.00	
U0065	UPS	17-00361	SHIPPING ACCT#E5400F	47.86	0.00	
				<u>321.32</u>		
	Extd Total:			321.32		
01- -128-05 -607	OFFICE SUPPLIES/SHIPPING					
G0033	GANN LAW BOOKS	17-00069	TITLE 40 & 40A PAPERBACK	8.00	0.00	
S0265	STAPLES	17-00320	DISPLAY BOARDS DIST#1	439.32	0.00	
W0004	W.B. MASON CO., INC.	17-00334	SUPPLIES DIST#1	261.34	0.00	
				<u>708.66</u>		
	Extd Total:			708.66		
01- -128-08 -606	SHIPPING					
U0065	UPS	17-00361	SHIPPING ACCT#E5400F	98.03	0.00	
	Extd Total:			98.03		
01- -129-01 -648	VEHICLE REPAIR					
P0065	PAT WALL TIRE SERVICE L.L.C.	17-00308	TIRES #2525	4,066.00	0.00	
E0004	E.R.S. FLEET REPAIR, INC.	17-00377	2517,25,61,2631,2865	3,092.04	0.00	
				<u>7,158.04</u>		
01- -129-01 -649	EQUIPMENT REPAIR					
E0194	ESI EQUIPMENT, INC.	17-00288	OCEAN BEACH MAINT. CONTRACT	1,049.40	0.00	
A0099	ALL HANDS FIRE EQUIPMENT	17-00298	TANK CAP	67.96	0.00	
E0069	ELECTRONIC MEASUREMENT LAB INC	17-00336	GAS DETECTOR	237.00	0.00	
				<u>1,354.36</u>		
01- -129-01 -652	SCOTTS REFILL/REPAIR					
M0090	MES INC.	17-00309	REPAIRS	1,840.78	0.00	



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TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
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Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -129-01 -654 A0076	CASCADE MAINTENANCE AIR & GAS TECHNOLOGIES, INC.	17-00313	SERVICE CO#4	672.62	0.00	
	Extd Total:			11,025.80		
01- -129-08 -650 C0108	RADIO REPAIR PARTS CLEAN GREEN RECYCLING	17-00310	ELECTRONIC RECYLING RADIO TECH	400.00	0.00	
	Extd Total:			400.00		
01- -130-05 -290 P0070	PAYROLL SERVICES PAYCHEX INC.	17-00362	3/17 P/R INV#2017033000	458.40	0.00	
	Extd Total:			458.40		
	Fund Total:			148,933.37		
Total Charged Lines: 94 Total List Amount: 148,933.37 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>
Bureau of Fire Prevention	140	Bureau Revenue 2/17	44,159.86
Toms River Bd. Of Education	250721	Imprest fund	600.00
NJ Casualty Insurance	270090	Kieran Flynn WC	871.00
NJ Casualty Insurance	270863	Kieran Flynn WC	871.00
First Priority Emergency	30009	Fire Academy fees	150.00
Toms River Fire Dist#2	29234	Joint bills 3/17	64,952.49
NJ Casualty Insurance	271878	Kieran Flynn WC	871.00
NJ Casualty Insurance	271688	Kieran Flynn WC	871.00
Jackson Fire Dist#3	3966	Fire Academy fees	150.00
Toms River Township	92035	Taxes 1st qtr. 2017	1,129,405.72