Toms River Fire Commissioners Joint Board Meeting Toms River Fire Academy August 9, 2017

Commissioner Blank called a regular meeting of the Toms River Fire Commissioners Districts No. 1 & No. 2 to order at 7:00 p.m. with a salute to the Flag. The Commissioner made the following statement:

Let the official minutes reflect that adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act and the adoption of a schedule of regular meetings and notices thereof being posted in the Municipal Building, 33 Washington Street, Toms River, New Jersey; being transmitted to the Asbury Park Press and Star Ledger and to all persons who have requested copies in accordance with the statute.

ROLL CALL

Britton-present Autenrieth- present
Geoghegan-present Convery – absent
Blank – present Ambrosio – present
Duff – present Latshaw –present
Silva-present Sipe – present

Administrator Kubiel and Attorney VanDyke present Bisceglie present to take minutes

Motion Autenrieth second Duff to approve the minutes of the July12, 2017 regular minutes as written.

AYES-9 NAYS-0 ABSTAINED-0 CARRIED

BIDS- None

COMMUNICATIONS-No report

<u>FIRE ACADEMY-</u> Director Hansson submitted his report. (See inserted report) In addition to his report, he stated:

- 1. Window inserts for bail out training were constructed. They are removable window props. District No.2 plans to start the training prior to September 1, 2017.
- 2. Request from Sayreville for 10 spots for the RIT training class and for burn drill.
- 3. Tentative schedule date for the mandatory training for District No.1 & District No.2. It will be presented to the chiefs at their next meeting.

Blank asked if the CPM class is still scheduled for September and if so would like set up process to have one of the districts' members fill that spot. Kubiel stated they currently do not have enough enrollees for class. He will follow up with Jane from Rutgers on Friday to see if they are still going to run it.

Latshaw stated the inmates did a great job doing clean up. In process of obtaining quotes for the washer/dryer in the truck bay area. Plumbing and electrical cost will be involved.

Duff stated last month it was discussed that the pre-connects were to be placed on 3061. The truck was needed at station 29 and they had to do it there. Hansson stated the work detail was scheduled later in the month and that is when the pre-connects were scheduled to go on the truck. Blank stated this truck must be ready to go when needed.

<u>LEGISLATION</u>- Autenrieth stated the Governor signed into law the ability to change the fire commissioner's election to November. Kubiel stated that is a minor piece of the bill. The bill also contains the language to release the capital funds for fire academy.

<u>BUREAU</u> – Chief Esposito has submitted a written report. (See inserted report) In addition, the DCA rule proposal for an emblem, which will be a Maltese cross for solar panels. Ambrosio recommended a letter of support to be authored.

<u>FIRE OFFICERS ASSOCIATION</u> – Sipe stated at the last meeting the respective departments were looking at bailout systems and possibly being able to standardize the entire town. Meeting for further scheduled for tonight.

INSURANCE- No report

ADMINISTRATOR KUBIEL- No report for open session

BILLS

Motion Duff second Silva for District No. 2 to pay \$55,299.51 for their share of the bills. (See inserted list)

AYES-5 NAYS-0 ABSTAINED-0 CARRIED

Motion Ambrosio second Sipe for District No. 1 to pay the bills. (See inserted list)

AYES-4 NAYS-0 ABSTAINED-0 CARRIED

UNFINISHED BUSINESS-None

NEW BUSINESS

<u>CAD SYSTEM</u>- Silva stated a message never went out to firefighters stating the CAD was down. District No.2 will be implementing a policy that would have dispatch send message via I am responding/Active 911 with any issues regarding CAD. Discussion on fire dispatchers also sending message on all calls on I am responding and Active 911 when time permits.

Motion Ambrosio second Sipe to send directive to fire dispatch that notification shall be made through I am responding and Active 911 within five minutes of the CAD system going down.

AYES-9 NAYS-0 ABSTAINED-0 CARRIED

Motion Geoghegan second Silva for fire dispatchers to send message on all calls through I am responding and Active 911 when time permits.

AYES-9 NAYS-0 ABSTAINED-0 CARRIED

MOTION TO APPROVE BUREAU POLICIES – Motion Ambrosio second Geoghegan to approve Bureau policies as written. AYES-9 NAYS-0 ABSTAINED-0 CARRIED

<u>RESOLUTION PURCHASE OF BUREAU VEHICLES</u> - A resolution was presented, Motion Geoghegan second Ambrosio authorizing purchase from vendors with Ocean County Co-Op of two Ford Explorers for the Bureau of Fire Prevention in the amount of \$57,216.00. (See inserted resolution)

ROLL CALL VOTE

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

Convery-Absent

ROLL CALL VOTE

Geoghegan -Yes Britton -Yes Heroy -Yes Silva-Yes

Blank-Yes

CARRIED

MOTION BUDGET WORKSHOPS- Motion to have budget workshop meeting October 11, 2017 @ 5:00 p.m. & October 25 @5:00 p.m. at Fire Academy if necessary. AYES-9 NAYS-0 ABSTAINED-0 CARRIED

<u>PARTICIPATION BY THE PUBLIC</u>- Sam Seaman asked how the board of fire commissioners is going to supervise and know if the dispatchers are sending the notification to Active 911 and I am responding when the system is down. Blank stated discussions with the police department are ongoing re: supervision of dispatchers.

Robert Alston asked if there are any updates re: the spillman system and when it would be back up and running. Kubiel stated they loaded all the data back in the system today and are progressively working on getting the system back up and running. When the system is operational all calls need to be back loaded.

Michael Muttie asked if there is a cause for the system failing. Kubiel stated when the final report has been completed the board will be review.

Motion Sipe second Silva to go into private executive session @ 7:37 p.m.

AYES-9 NAYS-0 ABSTAINED-0 CARRIED

Private Executive Session- - *Matters Relating to the Employment Relationship:* Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

Motion Ambrosio second Autenrieth to go into open session @ 8:30 p.m.

AYES-9 NAYS-0 ABSTAINED-0 CARRIED

Motion Autenrieth second Ambrosio to promote John Novak to lead inspector.

AYES-9 NAYS-0 ABSTAINED-0 CARRIED

Motion Autenrieth second Geoghegan to hire Kyle Gervasio as a Class II Inspector starting next pay period.

AYES-9 NAYS-0 ABSTAINED-0 CARRIED

Motion Ambrosio second Geoghegan to advertise to hire a data entry clerk for the Bureau of Fire Prevention.

AYES-9 NAYS-0 ABSTAINED-0 CARRIED

There being no further business, Motion Autenrieth second Duff to close the meeting at 8:32 p.m.

AYES-9 NAYS-0 ABSTAINED-0 CARRIED

Respectfully submitted,

Jesse Sipe

Jesse Sipe, Clerk

RESOLUTION AUTHORIZING PURCHASE FROM VENDOR(S) WITH COUNTY OF OCEAN CONTRACT(S) FOR THE PURCHASE OF (2) 4WD FORD EXPOLRERS FOR THE BUREAU OF FIRE PREVENTION IN THE TOTAL MAXIMUM AMOUNT OF \$ 57,216.00

AUGUST 9, 2017

BE IT RESOLVED BY the Toms River Township Board of Fire Commissioners District No. 1 and No. 2 in the County of Ocean, and the State of New Jersey as follows:

- 1) In accordance with the requirements of Local Public Contracts Law, N.J.S.A. 40A: 40-1 et seq., and the regulations promulgated thereunder, the following purchase without competitive bids from a vendor with a County of Ocean contract is hereby approved.
- 2) Contract for the purchase of (2) 2018 4WD Ford Explorer's for the Bureau of Fire Prevention in the total maximum amount of \$ 57,216.00 from County of Ocean Contract # B2016-151 as follows:

Bureau of Fire Prevention

\$ 57,216.00

Account

03-134-54-741

Vendor:

Winner Ford 250 Berlin Road Cherry Hill, NJ 08034

Total

\$ 57,216.00

3) The certification of funds available statement with respect to this resolution is on file.

CERTIFICATION

We, Jesse Sipe, Clerk of the Toms River Township Fire Commissioners District No. 1 and Brian Geoghegan Clerk of the Toms River Township Fire Commissioners District No. 2, in the 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 August 9, 2017.

George Convery

Chairman District No.

Robert Blank Jr.

Chairman, District No.2

Jesse Sipe Clerk, District No.1

Brian Geoghegan

Clerk, District No.2

Toms River Bureau of Fire Prevention 33 Washington Street P. O. Box 728 Toms River, New Jersey 08753 732-240-5153





Fire Commissioners Report Month of August 2017

- 1. Inspector Foster has passed all the required classes for Fire Protection Inspector ICS & HHS; he will be submitting his application for licensing once we receive his fire department experience.
- 2. All new Ordinances are now in effect; inspection program is up to date with all new inspection fees.
- 3. Matt Janora has been accepted and will be attending the DCJ Basic Arson Course in Sea Girt from 9/5/17 9/21/17.

Respectfully,

Kevin Esposito, Chief Inspector



Toms River Fire Academy

1780 Church Rd. (Site Location)
1144 Hooper Ave. (Mailing)
Suite 306
Toms River, NJ 08753
(732) 255-4024 - (732) 341-4441
academy@trfire.org

Toms River Fire Training Center Report August 2017

- 1. On July 26 Congressman Mac Arthur sponsored a workshop for the FEMA AFG grant program.
- 2. Inmate work day was held on July 24th. Landscaping and general cleanup, as well as a burn building cleaning, were completed.
- 3. Outside agencies using the facility in July; Point Pleasant Beach, Jackson Mills and Lakewood Sta 66 who drilled with Sta 29. TRPD (6), TR TWP.(2), TREMS, Sprinkler Seminar, FEMA AFG seminar, NJ State Fire Commission, OC Juvenile Firesetters Program, Rutgers CPM
- 4. August and September FTC Calendar attached.
- 5. Busy schedule being maintained with fire co's making use of the burn building and other props.
- 6. Held meeting with the Scheduling Coordinator for Rutgers Office for Continuing Professional Education regarding rental of the Academy for Rutgers outreach programs.
- 7. Fire Officer 2 Class in progress.
- 8. Firefighter 1/2 scheduled to start Oct 2, with Orientation night Sept. 6.
- 9. We have reservations for 2 outside fire companies and one training organization for September and one outside fire company for October.
- 10. Routine maintenance performed on SCBAs and breathing air system.

Respectfully submitted Bob Hansson Director, Toms River FTC

0.00

Format: Condensed Print Perpetual, Revenue, & G/L Accounts: N P.O. Type: All Open: N Void: N Paid: Y Held: N Aprv: N Rcvd: Y Bid: Y State: Y Other: Y Exempt: Y Range: 03- -111-51 -001 to 03- -134-54 -741 Rcvd Batch Id Range: First to Last Paid Date Range: 07/13/17 to 08/09/17 Include Non-Budgeted: Y Prior Year Only: N Prior Year Only: N Department Page Break: No Subtotal CAFR: No Subtotal Department: No Subtotal Extd: No Expend Account Description Vendor P.O. Id P.O. Description Amount Void Amount PO Type 03- -112-51 -021 PAYROLL TAXES S0280 STATE OF NEW JERSEY 17-00780 2016 ASSESSMENT 18.00 0.00 03- -112-51 -024 HEALTH BENEFITS H0110 HORIZON BLUE CROSS/BLUE SHIELD 17-00798 08/17 HEALTH 6,168.02 0.00 03- -112-53 -021 PAYROLL TAXES S0280 STATE OF NEW JERSEY 17-00780 2016 ASSESSMENT 40.50 0.00 03- -112-54 -021 PAYROLL TAXES S0280 STATE OF NEW JERSEY 17-00780 2016 ASSESSMENT 16.50 0.00 03- -112-54 -024 HEALTH BENEFITS/DISABILITY HO110 HORIZON BLUE CROSS/BLUE SHIELD 17-00798 08/17 HEALTH 21,336.86 0.00 U0046 UNITED HEALTHCARE INS. CO. 17-00800 08/17 INS. CUSTOMER #600792 209.30 0.00 H0033 HARTFORD INSURANCE COMPANY 17-00817 08/17 INSURANCE GROUP #680338 1,009.73 0.00 22.555.89 03- -112-55 -021 PAYROLL TAXES S0280 STATE OF NEW JERSEY 17-00780 2016 ASSESSMENT 3.00 0.00 03- -112-55 -024 HEALTH BENEFITS/DISABILITY H0110 HORIZON BLUE CROSS/BLUE SHIELD 17-00798 08/17 HEALTH 1,034.74 0.00 U0046 UNITED HEALTHCARE INS. CO. 17-00800 08/17 INS. CUSTOMER #600792 17.72 0.00 HO033 HARTFORD INSURANCE COMPANY 17-00817 08/17 INSURANCE GROUP #680338 176.56 0.00 1,229,02 03- -113-51 -069 RADIOS G0138 GOV CONNECTION, INC. 17-00676 UPS BACK UP JOINT 740.00 0.00 03- -113-53 -074 OFFICE EQUIPMENT C0049 CDW-GOVERNMENT 17-00759 EQUIP. F.A. 171.15 0.00 S0265 STAPLES 17-00769 ADAPTER F.A. 29.99 0.00 201.14 03- -113-54 -074 OFFICE EQUIPMENT A0120 ALTERNATIVE MICROGRAPHICS 17-00839 MICRO-FILMING 1,552.20 0.00 03- -119-52 -272 LEGAL KO035 KELAHER, VAN DYKE & MORIARTY 17-00777 PROFESSIONAL SERVICES JOINT 87.50 0.00 03- -119-53 -272 LEGAL

KOO35 KELAHER, VAN DYKE & MORIARTY 17-00777 PROFESSIONAL SERVICES JOINT 437.50

Expend Ac Vendor	count Description	P.O. Id P.O. Description	Amount	Void Amount	РО Туре
к0035		17-00777 PROFESSIONAL SERVICES JOINT 17-00837 PROFESSIONAL SERVICES	227.50 945.00 1,172.50		
N0045		IPTIONS 17-00774 NAT'L FIRE CODE ELECTRONIC 17-00811 PROCUREMENT CARD PURCHASES			
)3123 T0134	-54 -417 CREDIT CARD F TOMS RIVER FIRE COMMISSIONERS	EES 17-00835 CREDIT CARD FEES	100.54	0.00	
	-53 -446 TRAINING & MA STATELINE FIRE & SAFETY, INC.	TERIALS 17-00741 CRASH RECOVERY SYSTEM	590.00	0.00	
3124 L0105	-53 -450 MEALS LENNY'S SILVERTON MEATS & DEL	I 17-00809 MEALS F.A.	81.87	0.00	
	-54 -447 TRAINING MATE BULLEX DIGITAL SAFETY	RIALS 17-00787 PUB. ED. SUPPLIES	1,934.26	0.00	
A0023 A0260 A0260	AVALCO CUSTOM EMBROIDERY	17-00701 CHIEF'S BADGE 17-00705 UNIFORMS ESPOSITO 17-00739 BUREAU CLOTHING 17-00838 HAYES UNIFORM 17-00847 UNIFORM YAISER	61.50	0.00 0.00 0.00	
3126- N0155	-53 -530 FUEL(BUILDING, NEW JERSEY NATURAL GAS CO.	/AUTO) 17-00790 ACCT#22-0009-3986-41	146.24	0.00	
3126- т0175	-54 -529 FUEL TOWNSHIP OF TOMS RIVER	17-00766 6/17 FUEL JOINT	490.96	0.00	
3126- A0035 T0080	-54 -531 SUPPLIES ADI THIRST QUENCHERS SPRING WATER	17-00763 SMOKE DETECTOR TESTER 17-00771 WATER BUREAU	191.52 34.00 225.52	0.00 0.00	
3127- R0012 V0010 V0008 A0223 V0009	51 -567 TELEPHONE RACKSPACE US, INC. VERIZON WIRELESS VERIZON CABS AT&T VERIZON	17-00756 EMAIL SYSTEM ACCT#3249226 17-00802 ACCT#720641376-00001 17-00808 PHONE JOINT 17-00816 ACCT#030 404 5393 001 17-00844 PHONE JOINT	64.50 40.01 6,894.60 31.18 50.00 7,080.29	0.00 0.00 0.00 0.00 0.00	

	- 4/4 - X - 1.11 - X - X - X - X - X - X - X - X - X -				10	
Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	РО Туре
03127-53 -566 J0048 JCP&L S0337 SUEZ WATER T.			3 ACCT#200 000 001 020 0 07/17 F.A.	2,050.54 352.63 2,403.17	0.00	
03127-53 -567 V0067 VOICE LOGISTI	TELEPHONE CC GROUP	17-00820	PHONE CHARGES F.A. INV#4776	202.55	0.00	
	INTERNET	17-00756 17-00844	EMAIL SYSTEM ACCT#3249226 PHONE JOINT	4.75 150.00 154.75	0.00	
03127-54 -567 V0010 VERIZON WIREL A0223 AT&T V0009 VERIZON			ACCT#720641376-00001 ACCT#030 404 5393 001 PHONE JOINT	716.99 162.76 275.83 1,155.58	0.00 0.00 0.00	
R0012 RACKSPACE US,			EMAIL SYSTEM ACCT#3249226 ACCT#8499 05 194 0590940	58.50 125.00 183.50	0.00	
03127-55 -567 V0010 VERIZON WIREL			ACCT#720641376-00001	120.96	0.00	
03128-53 -607 C0049 CDW-GOVERNMEN				20.18	0.00	
03128-54 -607 B0255 BULLEX DIGITAL S0265 STAPLES		17-00787	G PUB. ED. SUPPLIES WIRELESS MOUSE BUREAU	30.52 38.99 69.51	0.00	
03128-55 -607 W0004 W.B. MASON CO				1,441.07	0.00	
03129-51 -650 00090 OCEAN SECURITY		17-00703	ALARM MONITORING UPGRADE JOINT	200.00	0.00	
03129-53 -649 C0083 CHRIS ANDERSEN			REPAIR ROOF @ F.A.	381.00	0.00	
	SYSTEMS SERVICE, INC.	17-00703 17-00799	ALARM MONITORING UPGRADE JOINT 07/17 MAINT. 7/17 SERVICE	200.00 347.00 150.00 697.00	0.00	
03129-54 -648 J0014 J & R PRO AUTO			247,167,107,187	1,177.34	0.00	

August 9, 2017 01:37 PM

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. Descrip	tion	Amount	Void Amount	РО Туре
03133-54 -701 S0112 SHOPRITE OF	CONTINGENCIES FISCHER BLVD		MEALS STATE	FIRE MEETING	351.72	0.00	
	Fund Total:				55,644.77		
Total Charged Lines:	86 Total List	Amount:	55,644.77	Total Void Amount:	0.00	***************************************	A CONTRACTOR OF THE PARTY OF TH

FUNDS RECEIVED AND DEPOSITED

FROM:	<u>CK#:</u>	FOR:	AMOUNT:
NJ Casualty Insurance	280384	Kieran Flynn WC	871.00
NJ Casualty Insurance	280954	Kieran Flynn WC	871.00
NJ Casualty Insurance	81521	Kieran Flynn WC	871.00

Range of Accounts: 03- -111-51 -001 to 03- -112-55 -024
Range of Dates: 07/13/17 to 08/09/17
Range of Reason Codes: Adopted Budget to Adopted Budget To Adopted Budget Reimbursements: N Encumbrances: N Cancels: N Check Payments: N Encumbrances: N Accounts Payable: N PO Encumbrances: N Contract Encm: N Received PO: N

Account No	Description		2000	(C) VO			ference	#
Date Type		Transaction Data/Comment	Vendor/Source	Amount	User	Ite	Item #	
03111-51 -001	SALARIES							
07/21/17 Expd		W/E 7-21-17 DISPATCH		14,128.62	DM	В	1796	
08/03/17 Expd		W/E 8-3-17 DISPATCH		15,765.88	DM	В	1799	
Total Expenditures:	2	29,894.50						
03111-53 -003	INSTRUCTOR'S	REMUNERATION						
07/21/17 Expd		W/E 7-21-17 F.A. INST.		805.00	DM	В	1796	
Total Expenditures:	1	805.00						
03111-53 -004	FIRE ACADEMY	COORDINATOR						
07/21/17 Expd		W/E 7-21-17 F.A. COOR.		576.92	DM	В	1796	(
08/03/17 Expd		W/E 8-3-17 F.A. COOR.		576.92		В	1799	6
Total Expenditures:	2	1,153.84						
03111-54 -001	SALARIES							
07/21/17 Expd		W/E 7-21-17 BUR ADM		26,387.26	DM	В	1796	3
08/03/17 Expd		W/E 8-3-17 BUR ADM		26,727.68	DM	В	1799	3
Total Expenditures:	2	53,114.94						
03111-55 -001	SALARIES							
07/21/17 Expd		W/E 7-21-17 U.C.C.		4,460.81	DM	В	1796	4
08/03/17 Expd		W/E 8-3-17 U.C.C.		4,460.81	DM	В	1799	4
Total Expenditures:	2	8,921.62						
03112-51 -021	PAYROLL TAXES							
07/21/17 Expd		W/E 7-21-17 TAXES		1,001.92	DM	В	1796	11
08/03/17 Expd		W/E 8-3-17 TAXES		1,125.49	DM	В	1799	10
Total Expenditures:	2	2,127.41						
03112-53 -021	PAYROLL TAXES							
07/21/17 Expd		W/E 7-21-17 TAXES		89.08	DM	В	1796	12
08/03/17 Expd		W/E 8-3-17 TAXES		49.33		В	1799	11
Total Expenditures:	2	138.41						
03112-54 -021	PAYROLL TAXES							
07/21/17 Expd		W/E 7-21-17 TAXES		1,863.97	DM	В	1796	9
08/03/17 Expd		W/E 8-3-17 TAXES		1,898.15		В	1799	8
otal Expenditures:	2	3,762.12						

TOMS RIVER TOWNSHIP FIRE DISTRICT #1 2017 Detail Expenditure Transaction Inquiry

Page	No:	2
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Account No Date Type	Description Transact		ction Data/Comment	Vendor/Source	. Amount	User		ference :	#
03112-55 -021 07/21/17 Expd 08/03/17 Expd			21-17 TAXES 3-17 TAXES			DM DM	B B	1796 1799	10
Total Expenditures:		2	660.14						
Fund Description	Fund	Expenditures	Refund Expend			· · · · · · · · · · · · · · · · · · ·			
	03	100,577.98	0.00						
Total Of All Funds:		100,577.98	0.00						
Report Totals Transaction Type		Accounts	Transactions	Amount					
Total Expenditures: Total Refund Expend:		9	17 0	100,577.98					