

**MINUTES**  
**TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1**  
**Toms River Fire Company No.2**  
**December 6, 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 Kubiel and Attorney Vandyke present.  
Bisceglie present to take minutes

**APPROVING THE MINUTES**

Motion Latshaw second Autenrieth to accept the minutes of November 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**- Convery stated the Bureau renovations are complete and they should be back in their office by the end of the week. Autenrieth commended Chief Esposito for working diligently on the renovations; it really moved the process along.

**FIRE ACADEMY**-Latshaw stated some of the year-end projects are in progress. There was a State inspection on the propane area, minor work needs to be done to meet the state standards. The installation of the washer/dryer moving forward.

**POLICE/EMERGENCY MANAGEMENT**- No report

**LEGISLATION** –progress

**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 KUBIEL**- Kubiel stated:

1. The truck reports are in the folders for the review.
2. The NJ local Finance notice has been issued with the rules for fire district consolidation.

3. Kubiel reminded all that the award ceremony is scheduled for Saturday December 9<sup>th</sup> 10:00 a.m. @ Ocean County College.

**ATTORNEY REPORT-** No report

**REPORTS OF FIRE OFFICERS**

**DISTRICT CHIEF GOLDEN-** Golden thanked all for the help with the general alarm. Thanked Chief Mount for his years of service. (See inserted report)

**CO. 1 CHIEF MOUNT -** Mount thanked all for their help over the years. Chief Muttie will take over on or about December 19, 2017. The commissioners wished him the best of luck in his future endeavors.

**CO. 2 ASST CHIEF MILLER -**Miller stated they have been getting weekly updates on the rescue truck and is very impressed with the progress.

**CO. 3 CHIEF GIORDANO-** Giordano asked if the board would grant permission as in the past to sign up for an ice rescue class sponsored through Island Heights. Kubiel stated he has been in contact with Chief Balfrey and the spots will be held.

**CO. 4 CHIEF ZIESER-** -Progress

**FIRE OFFICERS ASSOCIATION-** Zieser stated they are continuing to work on SOG's. Next joint officers meeting is scheduled for Wednesday December 13, which is also the Holiday party.

**ISLAND HEIGHTS CHIEF BALFREY-** Balfrey stated it has been a pleasure working with the board this year. Elections for Island Heights are tonight, if all goes as planned Assistant Chief McDaniel will move to Chief.

**SEASIDE HEIGHTS-** No representation

**REMOVALS FROM THE ROLLS** None

**APPLICATIONS FOR MEMBERSHIP-** None

**UNFINISHED BUSINESS-** None

**NEW BUSINESS**

**RESOLUTION TRANSFER OF FUNDS** A resolution was presented, Motion Sipe second Autenrieth authorizing certain transfers relative to the current 2017 budget in order to reflect monies expended to date by the Commissioners. (See inserted resolution)

**ROLL CALL VOTE**

Latshaw-Yes      Ambrosio-No

Autenrieth-Yes      Sipe-Yes

Convery-Yes

**CARRIED**

**RESOLUTION INTRODUCING THE 2018 BUDGET-**Ambrosio stated, as previously affirmed at a meeting, he will be voting no to the budget until such time the normal course of holding all departments at a 2% cap excluding capital projects is met. He will vote yes to introduce the budget but vote no to the budget.

A resolution was presented, Motion Ambrosio second Autenrieth introducing the 2018 budget (See inserted resolution)

**ROLL CALL VOTE**

Latshaw-Yes      Ambrosio-Yes

Autenrieth-Yes      Sipe-Yes

Convery-Yes

**CARRIED**

**CAPITAL QUESTIONS-** Kubiel stated he needs to start preparing questions for the budget. Ambrosio requested this be tabled until the first meeting in January.

**Motion Ambrosio second Sipe to table capital question discussion until the first meeting in January.**  
Ayes – 5      Nays – 0      **CARRIED**

**RESOLUTION AUTHORIZING HOMELAND SECURITY GRANT** –A resolution was presented, Motion Autenrieth second Ambrosio authorizing the Memorandum of Understanding from Ocean County for the FY17 Homeland Security Grant in the amount of \$66,000. (See inserted resolution)

**ROLL CALL VOTE**

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

**CARRIED**

**PUBLIC HEARING-** Motion Ambrosio second Autenrieth to advertise Public Hearing for the 2018 Budget on January 3, 2018 6:30 p.m. @ Toms River Fire Company No. 2, 45 West Water Street, Toms River, NJ 08753. Regular Board Meeting to follow.

Ayes – 5      Nays – 0      **CARRIED**

**PHYSICAL FITNESS PROGRAM-**Commissioners are in agreement this program has worked well.

**Motion Ambrosio second Autenrieth to approve the One Size Smaller physical programs at Toms River Fitness for January 2018.**  
Ayes-5      Nays-0      **CARRIED**

**BILLS**

**Motion Autenrieth second Ambrosio to approve bill list for December 6, 2017. (SEE INSERTED BILL LIST)**  
Ayes-5      Nays-0      **CARRIED**

**PARTICIPATION BY THE PUBLIC-** None

**PRIVATE EXECUTIVE SESSION-** *Matters Relating to Collective Bargaining Agreements:* Any collective bargaining agreement, or the terms and conditions, which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

**Motion Sipe second Ambrosio to go into private executive session @ 7:30 p.m.**

Ayes-5      Nays-0      **CARRIED**

**Motion Sipe second Autenrieth to go into open session @ 7:58 p.m.**

Ayes-5      Nays-0      **CARRIED**

**There being no further business, motion Autenrieth second Ambrosio to close the meeting @ 8:02 p.m.**  
Ayes - 5      Nays -0      **CARRIED**

Respectfully submitted  
*Jesse Sipe, Clerk*

RESOLUTION AUTHORIZING THE TOMS RIVER TOWNSHIP BOARD OF FIRE  
COMMISSIONERS DISTRICT NO. 1 TO ACCEPT A FY-17 HOMELAND SECURITY  
GRANT AWARD IN THE AMOUNT OF \$66,600 FROM THE STATE OF NEW  
JERSEY, OFFICE OF HOMELAND SECURITY AND PREPAREDNESS  
ADMINISTERED BY THE OCEAN COUNTY SHERIFF'S OFFICE AND  
AUTHORIZING THE TOMS RIVER BOARD OF FIRE COMMISSIONERS DISTRICT  
NO. 1 CHAIRMAN AND CLERK TO EXECUTE THE MEMORANDUM OF  
UNDERSTANDING IN CONNECTION WITH THIS GRANT AWARD  
DECEMBER 6, 2017

BE IT RESOLVED BY the Toms River Township Board of Fire Commissioners District No. 1 in the Township of Toms River, County of Ocean, and the State of New Jersey as follows:  
The Toms River Township Board of Fire Commissioners District No. 1 is authorized to accept a FY-17 Homeland Security Grant award from the State of New Jersey, Office of Homeland Security administered by the Ocean County Sheriff's Department, in the amount of \$66,600.00.

1. The Board of Fire Commissioners District No. 1 Chairman and Clerk are authorized to execute the Memorandum of Understanding in connection with this FY-17 Homeland Security Grant Award.
2. A certified copy of this resolution shall be provided by the Board of Fire Commissioners Administrative Office to each of the following:
  - a. Board Attorney
  - b. Ocean County Sheriff's Department  
Ocean County Justice Complex  
120 Hooper Avenue  
P.O. Box 2191  
Toms River, NJ 08754-2191

**CERTIFICATION**

I, Jesse Sipe, Clerk of the Toms River Township Fire Commissioners District No. 1, 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 on December 6, 2017

  
Jesse Sipe  
Clerk, Fire District No.1

## RESOLUTION

December 6, 2017

### Authorization of Budget Transfers

**WHEREAS**, it has been necessary for the Commissioners of Fire District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey to undertake certain transfers relative to the current 2017 budget in order to reflect monies expended to date by the Commissioners; and

**WHEREAS**, this resolution shall serve as authorization for said budget transfers as noted herein.

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of Fire District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey as follows:

(1) The following budget transfers are approved by the Commissioners:

	<u>FROM:</u>	<u>TO:</u>
<b>DISTRICT NO. 1</b>		
CONFERENCES	2,350.00	
ELECTION		2,350.00
<b>TOTALS</b>	<u><b>2,350.00</b></u>	<u><b>2,350.00</b></u>
<b>TECH RESCUE</b>		
SUPPLIES	81.00	
POSTAGE		81.00
<b>TOTALS</b>	<u><b>81.00</b></u>	<u><b>81.00</b></u>
<b>BUREAU OF FIRE PREVENTION</b>		
LEGAL NOTICES	500.00	
TRAINING		500.00
	<u><b>500.00</b></u>	<u><b>500.00</b></u>

Respectfully Submitted,



Jesse Sipe, Clerk

# Toms River Township District No.1

Jim Golden, District Chief

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Monthly Report Wednesday December 6, 2017

## Emergency Responses

- 11/2 8 Robbins Parkway /Water incident.
- 11/4 1069 Sheila Dr / Structure Fire.
- 11/12 1181 Wake Forest Dr /Structure Fire.
- 11/12 Intermediate East / Smoke coming from the Building.
- 11/13 1948 Pine Meadow Ave /Structure Fire

## Meetings Attended

- 11/1 District 1 commissioners meeting – Station27
- 11/8 Joint Board Meeting/ TRFA
- 11/15 District 1 commissioner meeting /1144 Hooper Ave
- 11/21 District 1 Chiefs Meeting/1144 Hooper Ave

## Training

- 11/1 Traffic Incident Management train the trainer/Middle sex Fire Academy

Respectfully submitted.

James Golden  
District Chief

December 6, 2017  
02:57 PM

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

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P.O. Type: Contract      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: No

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -112-05 -024	HEALTH BENEFITS/DISABILITY					
H0110	HORIZON BLUE CROSS/BLUE SHIELD	17-01403	12/17 HEALTH	13,704.75	0.00	
H0033	HARTFORD INSURANCE COMPANY	17-01410	12/17 INSURANCE GROUP #680338	633.54	0.00	
B0074	BENECARD SERVICES, INC.	17-01436	12/17 PRESCRIPTION PLAN#1319	5,658.23	0.00	
				19,996.52		
01- -112-05 -027	LENGTH OF SERVICE AWARD					
S0220	SPECIALTY BENEFITS	17-00553	4TH QTR. 2017 INV#122575	137,346.52	0.00	
01- -113-01 -064	TOOLS & EQUIPMENT					
F0091	FIREFIGHTER ONE	17-00929	NOZZLES CO#1	9,571.10	0.00	
01- -114-05 -101	HYDRANT RENTAL					
S0337	SUEZ WATER T.R.	17-01428	11/17 ACCT#04402764900000	20,728.62	0.00	
01- -115-01 -136	RENT/LEASE					
T0135	TOMS RIVER FIRE CO. #1	17-00198	4TH QTR. LEASE 2017	12,619.00	0.00	
01- -115-02 -136	RENT/LEASE					
T0136	TOMS RIVER FIRE CO. #2	17-00202	4TH QTR. LEASE 2017	15,592.84	0.00	
01- -115-03 -136	RENT/LEASE					
O0010	OCEAN BEACH FIRE CO. #3	17-00206	4TH QTR. LEASE 2017	10,523.12	0.00	
01- -115-04 -136	RENT/LEASE					
E0024	EAST DOVER FIRE CO. #4	17-00210	4TH QTR. LEASE 2017	10,044.47	0.00	
01- -118-05 -241	FIRE PROTECTION CONTRACTS - S.S.					
S0070	SEASIDE HEIGHTS FIRE CO.	17-00214	4TH QTR 2017 CONTRACT	8,500.00	0.00	
01- -118-05 -242	FIRE PROTECTION CONTRACT - I.H.					
I0170	ISLAND HEIGHTS FIRE CO.	17-00218	4TH QTR 2017 CONTRACT	8,500.00	0.00	
01- -119-05 -273	CONSULTANT					
D0167	DUFF & PHELPS, LLC.	17-00829	ANNUAL APPRAISAL OF ASSETS	1,025.00	0.00	
01- -120-05 -311	LEGAL NOTICES					
N0163	NEW JERSEY PRESS	17-01442	2018 BUDGET INTRO/AWARDS	88.70	0.00	
01- -122-05 -386	CONFERENCES					
H0020	HALLIWELL, DAWN	17-01433	PETTY CASH	44.00	0.00	
01- -122-10 -386	CONFERENCES					
H0020	HALLIWELL, DAWN	17-01433	PETTY CASH	17.00	0.00	

December 6, 2017  
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TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
2017 Purchase Order Listing By Expenditure Account

Page No: 2

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -123-05 -416	DUES/SUBSCRIPTIONS					
N0145	NEW JERSEY LAW JOURNAL	17-01361	LOCAL GOV'T 2018	195.00	0.00	
01- -124-01 -449	PHYSICAL FITNESS					
E0073	ELITE CLUB USA	17-01391	PHYSICAL FITNESS	965.00	0.00	
T0145	TOMS RIVER FITNESS CENTER	17-01445	PHYSICAL FITNESS	425.00	0.00	
				<u>1,390.00</u>		
01- -124-05 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	17-01445	PHYSICAL FITNESS	15.00	0.00	
01- -124-05 -450	MEALS					
H0020	HALLIWELL, DAWN	17-01433	PETTY CASH	27.00	0.00	
01- -125-01 -487	TURNOUT GEAR					
S0170	SKYLANDS AREA FIRE EQUIPMENT	17-01088	TURNOUT GEAR CO#4	14,573.93	0.00	
M0090	MES INC.	17-01390	HELMETS CO#2	2,146.83	0.00	
				<u>16,720.76</u>		
01- -126-01 -529	FUEL					
D0125	DOVER OIL CO., INC.	17-01399	FUEL ACCT#18859F	323.91	0.00	
T0175	TOWNSHIP OF TOMS RIVER	17-01411	10-12/17 FUEL DIST#1	1,969.11	0.00	
				<u>2,293.02</u>		
01- -126-01 -531	SUPPLIES					
B0012	BANK OF AMERICA	17-01413	PROCUREMENT CHARGES	99.81	0.00	
H0020	HALLIWELL, DAWN	17-01433	PETTY CASH	6.39	0.00	
				<u>106.20</u>		
01- -126-08 -529	FUEL					
T0175	TOWNSHIP OF TOMS RIVER	17-01411	10-12/17 FUEL DIST#1	205.47	0.00	
01- -126-10 -529	FUEL					
T0175	TOWNSHIP OF TOMS RIVER	17-01411	10-12/17 FUEL DIST#1	163.77	0.00	
01- -127-01 -567	COMMUNICATIONS					
O0207	OPTIMUM	17-01401	11/17 ACCT#07867-114249-01-2	145.40	0.00	
V0010	VERIZON WIRELESS	17-01423	ACCT#320580493-00001	745.58	0.00	
V0010	VERIZON WIRELESS	17-01424	ACCT#920642692-00001	168.08	0.00	
V0067	VOICE LOGISTIC GROUP	17-01429	SERVICE INV#5237	381.20	0.00	
R0012	RACKSPACE US, INC.	17-01450	EMAIL SYSTEM ACCT#3249226	652.00	0.00	
				<u>2,092.26</u>		
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
C0149	COMCAST CABLE	17-01400	ACCT#8499 05 194 0622198	227.96	0.00	
V0010	VERIZON WIRELESS	17-01424	ACCT#920642692-00001	251.24	0.00	
V0067	VOICE LOGISTIC GROUP	17-01429	SERVICE INV#5237	263.87	0.00	
A0223	AT&T	17-01441	ACCT#030 404 5393 001	58.58	0.00	
R0012	RACKSPACE US, INC.	17-01450	EMAIL SYSTEM ACCT#3249226	241.25	0.00	
				<u>1,042.90</u>		
01- -127-08 -569	COMMUNICATIONS					
V0010	VERIZON WIRELESS	17-01424	ACCT#920642692-00001	62.55	0.00	



Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -128-01 -606 U0065 UPS	OFFICE SUPPLIES/SHIPPING	17-01437	SHIPPING ACCT#E5400F	18.79	0.00	
01- -128-05 -607 N0145 NEW JERSEY LAW JOURNAL	OFFICE SUPPLIES/SHIPPING	17-01361	LOCAL GOV'T 2018	10.00	0.00	
01- -129-01 -648 00015 OCEAN BEACH MARINE CENTERS J0014 J & R PRO AUTOMOTIVE E0004 E.R.S. FLEET REPAIR, INC.	VEHICLE REPAIR	17-01380 17-01415 17-01431	2626 REPAIRS, 2756 WINTERIZE 2700, ADM. VAN, 2500, 1-100 2501,25,2631,71,2716,2811,65	3,483.94 233.13 12,229.91 15,946.98	0.00 0.00 0.00	
01- -129-01 -651 M0135 MINERVA CLEANERS	TURNOUT GEAR CLEAN/REPAIR	17-01382	REPAIR CO#3	160.25	0.00	
01- -129-08 -648 J0014 J & R PRO AUTOMOTIVE	VEHICLE REPAIR	17-01415	2700, ADM. VAN, 2500, 1-100	62.19	0.00	
01- -129-10 -655 H0020 HALLIWELL, DAWN	MAINTENANCE	17-01433	PETTY CASH	4.80	0.00	
01- -130-05 -290 P0070 PAYCHEX INC.	PAYROLL SERVICES	17-01446	11/17 PAYROLL	584.60	0.00	
01- -131-05 -730 E0099 ENGRAVING SERVICES OF N.J.	TESTIMONIALS	17-01427	PLAQUES DIST#1	325.00	0.00	
01- -135-01 -801 S0170 SKYLANDS AREA FIRE EQUIPMENT S0170 SKYLANDS AREA FIRE EQUIPMENT S0170 SKYLANDS AREA FIRE EQUIPMENT	SUPPLEMENTAL FIRE GRANT	17-01086 17-01087 17-01088	TURNOUT GEAR CO#1 TURNOUT GEAR CO#2 TURNOUT GEAR CO#4	11,286.44 8,464.83 2,355.73 22,107.00	0.00 0.00 0.00	
Fund Total:				318,130.43		

Total Charged Lines: 77 Total List Amount: 318,130.43 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 Fire Dist#2	29594	Joint bills 11/17	88,836.36
Howell Fire Dist#3	4887	Fire Academy fees	150.00
Jackson Fire Dist#4	4719	Fire Academy fees	450.00
Brick Fire Dist#3	4521	Fire Academy fees	200.00
GovDeals	114292	Sale of Assets Dist#1	220.00
GovDeals	114797	Sale of Assets Dist#1	860.00
GovDeals	115314	Sale of Assets Dist#1	546.00
Bureau of Fire Prevention	156	Bureau Revenue 10/17	55,760.96
Bureau of Fire Prevention	158	Penalties 2017	21,896.00
Brick Fire Dist#1	21235	Fire Academy fees	50.00
Toms River Fire Dist#2	29570	Radio Repairs	235.48
Benefit Express	3000094	Audit FSA refund 2016	136.00
GovDeals	115960	Sale of Assets Dist#1	662.00
Toms River Township	95133	Supplemental Fire Grant	20,096.65
State of New Jersey	13094322	Reimbursements Superstorm Sandy	13,470.64