

MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
East Dover Fire Company
June 6, 2018

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 persons 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 Autenrieth second Sipe to accept the minutes of the May 16, 2018 meeting providing they are made available for inspection by the public during this meeting.

Ayes-5 Nays-0 CARRIED

REPORTS OF COMMITTEES

COMMUNICATION –No report

FIRE PREVENTION BUREAU- Progress

FIRE ACADEMY-Latshaw stated the liaisons met and in the process of obtaining quotes for projects. Ambrosio asked what projects are in the works and what is the pricing. Latshaw stated air compressor system, floors in truck bay, lighting, security (key fobs) and he has not received any quotes back yet.

POLICE/EMERGENCY MANAGEMENT- No report

LEGISLATION –Attorney Vandyke stated two new bills have been introduced to the Assembly: “Work Place Democracy and Enhancement” which sets forth requirements which allows the right to conduct workplace meeting. The second bill reflects NJ now has mandatory sick leave which for every 30 hours worked one hour of sick will be earned.

INSURANCE- No report

FIRST AID SQUADS No report

FIRE OFFICERS ASSOCIATION- Sipe stated Vandyke made some changes regarding the laws in the SOG’S. Joint Officers meeting next Wednesday.

TOWNSHIP COUNCIL AND MAYOR- No report

VEHICLE REPAIR/NEW APPARATUS – Sipe asked the status of the air conditioning system, Kubiel responded that he spoke with Chief Cirz yesterday advising him that he will be measuring the base of 2624 to possibly place a supplemental unit in back. He continued to state that he spoke with Dave Russell from Fire & Safety and stressed the importance of getting this air conditioning problem resolved as soon as possible because of the heat issues.

ADMINISTRATOR’S REPORT- Administrator Kubiel stated:

1. The apparatus repair report is in the folders for review.
2. There have been several request to expand classes at the Fire Academy which has been done but they get canceled due to lack of participation
3. Hos, pump and ladder testing for June 11th-14th

4. The annual fire extinguisher expectations are scheduled for June 13th
5. At last meeting I was asked to write a letter reference CSO's Co. No.1 and Co No.2's position has not changed.

ATTORNEY REPORT- No report

REPORTS OF FIRE OFFICERS

DISTRICT CHIEF GOLDEN- (See inserted report)

CO. 1 CHIEF MUTTIE – Muttie stated:

1. The 6 TO 6 temporary dispatch protocol that was instituted during the day about a month ago is working out very well has not gone to a 2nd call out since.

CO. 2 ASST CHIEF MILLER – Progress

CO. 3 CHIEF CALVO – Calvo stated:

1. Spoke with the Chief from Brenton Woods fire company again and they are looking to implement the response to stand by and assist stand-by for the Normandy Brick area on June 15th
2. One of Ocean Beach's associate members had a severe medical episode and thankfully is on his way to recovery. On June 26th responding officers of Toms River police as well as the CSO are being recognized. Ocean Beach will be attending in their Class "A" uniforms.
3. Thanked Tammy for her efforts regarding the recruitment website.

CO. 4 CHIEF ZIESER- Zieser stated:

1. Working on recruitment

ISLAND HEIGHTS CHIEF MCDANIEL –No report

SEASIDE HEIGHTS- No representation

FIRE OFFICERS ASSOCIATION- Zieser stated still working on SOG's.

REMOVALS FROM THE ROLLS –None

APPLICATIONS FOR MEMBERSHIP- Michael Romanelli Co.2 and Kyle Isetts Co.4

Motion Sipe second Ambrosio to accept Michael Romanelli Co.2 and Kyle Isetts Co.4 as firefighters.

Ayes-5 Nays-0 **CARRIED**

UNFINISHED BUSINESS- None

NEW BUSINESS

SOG INCIDENT TIME KEEPING /PERSONAL PROTECTIVE EQUIPMENT

Motion Ambrosio second Autenrieth approving SOG-Incident Time Keeping and Personal Protective Equipment as written with the changes Attorney Vandyke suggested.

Ayes-5 Nays-0 **CARRIED**

ADDENDUM TO ATTORNEY RICCIO- Attorney Vandyke stated he reviewed the addendum for Attorney Riccio and it is what his insurance company is requesting for insurance purposes.

Motion Ambrosio second Sipe accepting addendum to Attorney Riccio contract.

Ayes-5 Nays-0 **CARRIED**

REQUEST USE OF VEHICLE- Kubiel stated Chief Golden requested use of his vehicle to for Middlesex Fire County and over the weekend the National Fire Academy in Emmetsburg. **Motion Ambrosio second Autenrieth authorizing use of the vehicle to attend Middlesex Fire County and the National Fire Academy in Emmetsburg.**

Ayes-5 Nays-0 CARRIED

RACKSPACE EMAIL –Ambrosio stated that on several occasions District No.1 has received a shutoff notice for non-payment of the Rackspace bill because District No.2 has failed to pay their portion of the bill in a timely manner. Two District No. 2 commissioners have approached District No.1 to pay the bill and they would reimburse District No.1. After discussion it was decided that District No.1 would continue to just pay their pay portion of the bill. This is on the joint agenda.

Kubiel stated that a request was received from Elite Lighting to show Ocean Beach Polaris. Chief Calvo does not see a problem with that as long the board could make provisions to accommodate because of the busy season. The police department will allow Ocean Beach to utilize their Polaris.

BILLS

Motion Ambrosio second Sipe to approve bill list for June 6, 2018 with the exception of Armando Ricci invoice. (See inserted bill list) **Ayes-5 Nays-0 CARRIED**
Ambrosio abstain- 18-00628

Commissioner Ambrosio questioned Attorney Armando Riccio bill. Kubiel to look into invoice.

PARTICIPATION BY THE PUBLIC- Chief Zieser asked to if the board could please make sure that the dispatchers are up to date with the changes on the SOG's made at the meeting.

Motion Ambrosio second Sipe to go into Private Executive Session at 7:35p.m.

Ayes-5 Nays-0 CARRIED

PRIVATE EXECUTIVE SESSION- *Matters Relating to the Employment Relationship and Legal advice :* 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 Sipe second Autenrieth to go into open session @ 8:00 p.m.

Ayes-5 Nays-0 CARRIED

There being no further business, motion Sipe second Ambrosio to close the meeting @ 8:04p.m.

Ayes - 5 Nays -0 CARRIED

Respectfully submitted
Jesse Sipe, Clerk

Toms River Township District No.1

Jim Golden, District Chief

Monthly Report Wednesday June 6th 2018

Emergency Responses

- 5/6 3411 RT 37 East / Water Incident
Kayaker in distress just south of the Mathis Bridge safety picked up and brought to the Dock by Aqua blue.
- 5/8 1464 Riviera Ave /water Incident
Jet skier taking water in the river towed in by another boat to the Pine Beach side of the River.

Meetings Attended

- 5/2 District 1 Commissioner Meeting / Station 26
- 5/9 Joint Board Commissioner Meeting – TRFA
- 5/15 District 1 &2 Chiefs meeting / 1144 Hooper Ave
- 5/16 District 1 Commissioner meeting/ 1144 Hooper Ave

Training attended

- 5/1 Command, Control, Accountability/MCFA
- 5/8 Mastering Strategic Fire ground challenges/MCFA
- 5/10 Mastering Supervisory challenges / Monmouth county Fire Academy.

Respectfully submitted.

James Golden
District Chief

June 6, 2018
03:55 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2018 Purchase Order Listing By Expenditure Account

Page No: 1

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- -140-05 -001	Bid: Y	State: Y	Other: Y
Rcvd Batch Id Range: First	to Last	Encumbrance Date Range: First	to 12/31/18	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
01- -112-05 -024	HEALTH BENEFITS/DISABILITY					
U0046	UNITED HEALTHCARE INS. CO.	18-00557	06/18 INS. CUSTOMER #04P2972	162.04	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	18-00576	06/18 HEALTH	13,368.61	0.00	
H0033	HARTFORD INSURANCE COMPANY	18-00590	06/18 INSURANCE GROUP #680338	640.25	0.00	
B0074	BENECARD SERVICES, INC.	18-00624	06/18 PRESCRIPTION PLAN#1319	5,347.01	0.00	
				19,517.91		
01- -112-05 -026	LIFE INSURANCE					
S0220	SPECIALTY BENEFITS	18-00610	3RD QTR. INSURANCE G-2276-096	7,795.00	0.00	
01- -113-01 -064	TOOLS & EQUIPMENT					
W0006	W.S. DARLEY & CO.	18-00531	EQUIP. CO#1	357.00	0.00	
F0095	FIREHOOKS UNLIMITED	18-00587	EQUIP. CO#1	1,060.00	0.00	
				1,417.00		
01- -113-02 -064	TOOLS & EQUIPMENT					
H0100	HOME DEPOT	18-00520	EQUIP. CO#2	152.55	0.00	
M0090	MES INC.	18-00541	GAS DETECTOR CO#2	1,525.00	0.00	
				1,677.55		
01- -113-02 -065	TOOLS & EQUIP. - BIG					
B0118	BLUE LINE EMERGENCY	18-00332	BACK-UP CAMERA CO#2	1,505.00	0.00	
01- -113-04 -064	TOOLS & EQUIPMENT					
G0155	GRAINGER	18-00548	TOOLS CO#4	625.50	0.00	
01- -113-05 -073	FURNITURE & FIXTURES					
H0105	HON COMPANY	18-00342	TABLE DIST#1	174.31	0.00	
01- -113-05 -074	OFFICE EQUIPMENT					
O0020	OCEAN BUSINESS MACHINES, INC.	18-00407	EQUIPMENT DIST#1	4,895.00	0.00	
01- -113-05 -078	COMPUTER PROGRAMS					
M0209	MTS SOFTWARE SOLUTIONS, INC.	18-00411	DOCUWARE UPGRADE	8,000.00	0.00	
01- -113-08 -069	RADIOS					
A0095	ALLCOMM TECHNOLOGIES	18-00550	PAGERS	8,887.50	0.00	
01- -113-10 -064	TOOLS & EQUIPMENT					
C0049	CDW-GOVERNMENT	18-00530	TOOLS DIST#1	27.29	0.00	

June 7, 2018
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TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2018 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- -114-05 -101	HYDRANT RENTAL					
N0007	N.J. AMERICAN WATER CO.	18-00527	04/18 HYDRANTS	7,033.96	0.00	
S0337	SUEZ WATER T.R.	18-00602	05/18 ACCT#04402764900000	19,812.48	0.00	
				<u>26,846.44</u>		
01- -119-01 -274	PHYSICALS					
M0080	MERIDIAN OCCUPATIONAL HEALTH	18-00539	MARRETTA, GIUSTI	1,238.00	0.00	
T0075	THE STRESS CENTER, P.C.	18-00562	EVALUATION	209.00	0.00	
				<u>1,447.00</u>		
01- -119-05 -275	TEMP. PROFESSIONAL SERVICE					
00003	O'BRIEN'S RESPONSE MANAGEMENT	18-00578	FEMA ASSISTANCE	180.00	0.00	
01- -122-05 -386	CONFERENCES					
B0012	BANK OF AMERICA	18-00601	TOLLS/TRAINING DIST#1	10.00	0.00	
H0020	HALLIWELL, DAWN	18-00609	PETTY CASH	16.00	0.00	
02545	AMBROSIO, CRAIG	18-00628	REIMB. FDIC CONFERENCE	1,211.97	0.00	
				<u>1,237.97</u>		
01- -122-08 -386	CONFERENCES					
02547	GENOVESE, JOHN	18-00563	REIMB. CONFERENCE	1,493.70	0.00	
01- -122-10 -386	CONFERENCES					
B0012	BANK OF AMERICA	18-00601	TOLLS/TRAINING DIST#1	3.00	0.00	
H0020	HALLIWELL, DAWN	18-00609	PETTY CASH	19.00	0.00	
				<u>22.00</u>		
01- -124-01 -446	TRAINING					
M0150	MONMOUTH COUNTY TREASURER	18-00134	GOLDEN F.A. CLASSES	150.00	0.00	
S0112	SHOPRITE OF FISCHER BLVD	18-00523	FOOD FOR DRILL	296.34	0.00	
B0012	BANK OF AMERICA	18-00601	TOLLS/TRAINING DIST#1	325.00	0.00	
				<u>771.34</u>		
01- -124-01 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	18-00555	PHYSICAL FITNESS	310.00	0.00	
01- -124-05 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	18-00555	PHYSICAL FITNESS	60.00	0.00	
01- -125-01 -487	TURNOUT GEAR					
M0090	MES INC.	18-00379	PASSPORT SHIELDS CO#2	331.20	0.00	
C0172	CONTINENTAL FIRE & SAFETY	18-00455	BOOTS	4,413.75	0.00	
C0172	CONTINENTAL FIRE & SAFETY	18-00498	GLOBE LEATHER BOOTS	802.50	0.00	
N0135	NEW JERSEY FIRE EQUIPMENT CO.	18-00536	NAME PATCHES CO#1	329.00	0.00	
A0023	ACTION UNIFORM COMPANY	18-00560	VESTS CO#2	240.00	0.00	
				<u>6,116.45</u>		
01- -126-01 -529	FUEL					
B0141	BOROUGH OF LAVALLETTE	18-00616	05/18 FUEL	329.63	0.00	
01- -126-01 -531	SUPPLIES					
H0100	HOME DEPOT	18-00520	EQUIP. CO#2	126.75	0.00	
C0172	CONTINENTAL FIRE & SAFETY	18-00545	SUPPLIES CO#4	830.00	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- -126-01 -531	SUPPLIES		Continued			
N0215	NORWOOD AUTO PARTS	18-00546	SUPPLIES CO#4	37.17	0.00	
				993.92		
01- -126-01 -533	BATTERIES					
H0100	HOME DEPOT	18-00520	EQUIP. CO#2	3.97	0.00	
01- -126-05 -531	SUPPLIES					
W0004	W.B. MASON CO., INC.	18-00598	SUPPLIES DIST#1	45.81	0.00	
H0020	HALLIWELL, DAWN	18-00609	PETTY CASH	10.94	0.00	
				56.75		
01- -127-01 -567	COMMUNICATIONS					
O0207	OPTIMUM	18-00575	05/18 ACCT#07867-114249-01-2	143.25	0.00	
V0074	VOWTEL LLC	18-00580	5/18 SERVICE DIST #1 INV#822	381.20	0.00	
V0010	VERIZON WIRELESS	18-00603	ACCT#320580493-00001	737.86	0.00	
V0010	VERIZON WIRELESS	18-00604	ACCT#920642692-00001	168.12	0.00	
R0012	RACKSPACE US, INC.	18-00615	EMAIL MAY ACCT#030-34971557175	656.50	0.00	
				2,086.93		
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
C0149	COMCAST CABLE	18-00573	ACCT#8499 05 194 0622198	270.50	0.00	
V0074	VOWTEL LLC	18-00580	5/18 SERVICE DIST #1 INV#822	263.87	0.00	
A0223	AT&T	18-00597	ACCT#030 404 5393 001	78.05	0.00	
V0010	VERIZON WIRELESS	18-00604	ACCT#920642692-00001	254.96	0.00	
R0012	RACKSPACE US, INC.	18-00615	EMAIL MAY ACCT#030-34971557175	230.50	0.00	
				1,097.88		
01- -127-08 -569	COMMUNICATIONS					
V0010	VERIZON WIRELESS	18-00604	ACCT#920642692-00001	62.56	0.00	
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
W0006	W.S. DARLEY & CO.	18-00531	EQUIP. CO#1	30.32	0.00	
C0172	CONTINENTAL FIRE & SAFETY	18-00545	SUPPLIES CO#4	15.00	0.00	
D0109	DIVERS COVE	18-00552	REPAIR INV#7287	15.00	0.00	
F0095	FIREHOOKS UNLIMITED	18-00587	EQUIP. CO#1	21.81	0.00	
E0069	ELECTRONIC MEASUREMENT LAB INC	18-00588	GAS DETECTOR	43.84	0.00	
U0065	UPS	18-00629	SHIPPING ACCT#E5400F	29.94	0.00	
				155.91		
01- -128-05 -607	OFFICE SUPPLIES/SHIPPING					
O0020	OCEAN BUSINESS MACHINES, INC.	18-00407	EQUIPMENT DIST#1	44.97	0.00	
W0004	W.B. MASON CO., INC.	18-00598	SUPPLIES DIST#1	228.28	0.00	
I0089	IMAGE SYSTEMS FOR BUSINESS INC	18-00618	COPIES DIST#1	73.87	0.00	
				347.12		
01- -129-01 -648	VEHICLE REPAIR					
N0215	NORWOOD AUTO PARTS	18-00546	SUPPLIES CO#4	43.64	0.00	
R0040	RECREATIONAL POWER SPORTS LLC	18-00558	SPRING TUNE-UP CO#1 & CO#3	712.05	0.00	
E0004	E.R.S. FLEET REPAIR, INC.	18-00572	2525,61,2617,31,71,2726,2806	4,861.72	0.00	
J0014	J & R PRO AUTOMOTIVE	18-00593	1-100 REPAIR	321.00	0.00	
				5,938.41		

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2018 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 -649	EQUIPMENT REPAIR					
D0109	DIVERS COVE	18-00552	REPAIR INV#7287	165.00	0.00	
E0069	ELECTRONIC MEASUREMENT LAB INC	18-00588	GAS DETECTOR	238.00	0.00	
				403.00		
01- -129-01 -652	SCOTTS REFILL/REPAIR					
M0090	MES INC.	18-00577	REPAIRS	418.77	0.00	
01- -129-01 -653	EXTINGUISHER REFILL/REPAIR					
O0250	OXYGEN SUPPLY CO., INC.	18-00559	CYLINDERS CO#3	93.00	0.00	
01- -129-05 -655	MAINTENANCE SERVICES					
M0209	MTS SOFTWARE SOLUTIONS, INC.	18-00411	DOCUWARE UPGRADE	2,353.82	0.00	
I0110	INTERSESSIONS, INC.	18-00490	RESTORE WEBSITE	75.00	0.00	
				2,428.82		
01- -129-08 -650	RADIO REPAIR PARTS					
M0187	MOTOROLA SOLUTIONS, INC.	18-00410	WIRING HARNESS	180.00	0.00	
01- -130-05 -290	PAYROLL SERVICES					
K0103	KRONOS, INC.	18-00551	WORKFORCE 4/18 INV#11313804	182.40	0.00	
P0070	PAYCHEX INC.	18-00623	5/18 PAYROLL	468.60	0.00	
				651.00		
01- -134-01 -748	OPTICOM 2017					
S0130	SIGNAL CONTROL PRODUCTS, INC.	17-01328	NEW OPTICOM SYSTEM	25,435.00	0.00	
S0130	SIGNAL CONTROL PRODUCTS, INC.	17-01329	OPTICOM VEHICLE UPGRADES	119,850.00	0.00	
				145,285.00		
01- -134-03 -744	2016 APPARATUS					
C0049	CDW-GOVERNMENT	18-00259	LAPTOP CO#2 NEW TRUCK	3,459.43	0.00	
01- -140-05 -001	FEMA LOAN REPAYMENT					
F0050	FEMA	18-00374	LOAN REPAYMENT #4086NJ12	51,920.99	0.00	
	Fund Total:			308,920.05		
Total Charged Lines: 117 Total List Amount: 308,920.05 Total Void Amount: 0.00						

FUNDS RECEIVED AND DEPOSITED

<u>FROM:</u>	<u>CK#:</u>	<u>FOR:</u>	<u>AMOUNT:</u>
Toms River Fire District No. 2	29847	Radio repairs & I/T	327.43
Toms River Fire District No. 2	29857	Radio repairs & I/T	432.32
Silverton 1st Aid	275	Reimburse Active 911	275.00
Bureau of Fire Prevention	172	Bureau revenue 4/18	83,368.97
Gov Deals	127837	Sale of #2624	26,000.00
Pt. Pleasant Borough	1534	Fire Academy fees	560.00
Toms River Fire District No. 2	29859	Joint bills 5/18	61,426.78
Lakewood Fire Dist#1	19073	Fire Academy fees	1,090.00
Jackson Fire Dist#4	4942	Fire Academy fees	620.00
Borough of Lakehurst	18404	Fire Academy fees	450.00
Selective Insurance	10355873	Insurance claim bureau car#247	11,076.28
Dover Brick 1st Aid	1209	Fire Academy fees	220.00