

**MINUTES**  
**TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1**  
**1144 Hooper Ave**  
**October 17, 2018**

Commissioner Convery called a regular meeting to order at 4:30 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.

**Bids-** None

**APPROVING THE MINUTES**

**Motion Autenrieth second Sipe to accept the minutes of October 3<sup>rd</sup> 2018 budget workshop meeting providing they are made available for inspection by the public during this meeting. (SEE INSERTION)      Ayes-4      Nays-0      Abstain-1      **CARRIED****

**Motion Autenrieth second Sipe to accept the minutes of October 3<sup>rd</sup> 2018 regular meeting providing they are made available for inspection by the public during this meeting. (SEE INSERTION)      Ayes-4      Nays-0      Abstain-1      **CARRIED****

**REPORTS OF COMMITTEES**

**COMMUNICATION** –Ambrosio stated there is a meeting tomorrow with the liaisons, Administrator Kubiel and Radio Technician for discussion on suggestions on how to proceed with the radio system.

**FIRE PREVENTION BUREAU**- Progress

**FIRE ACADEMY** – Progress

**POLICE/EMERGENCY MANAGEMENT**-No report

**LEGISLATIVE**- No report

**INSURANCE**- No report

**FIRST AID SQUADS**- No report

**TOWNSHIP COUNCIL/MAYOR** – No report

**VEHICLE REPAIR/NEW APPARATUS**- Sipe stated he spoke with Administrator Kubiel re: 2624. Sipe is requesting a more comprehensive report update from Pierce on the timeline as well as to why certain repairs and or parts are being made.

**ADMINISTRATOR KUBIEL REPORT**- Kubiel Stated:

1. Truck repair reports are in the folders for review.

**ATTORNEY REPORT**- No report

**APPLICATIONS FOR MEMBERSHIP**- None

**REMOVALS FROM THE ROLLS**- None

**UNFINISHED BUSINESS-** none

Sipe stated Firefighter Donald Strunck's service is Friday 2 to 4 and 7to 9 with the firemen's service starting at 8:00 p.m. He will be attending the 2 to 4 but apologized in advanced for not be able to attend the firemen's service at night because of a prior commitment.

**NEW BUSINESS**

**SOG-DISPATCH** – Ambrosio stated he met with dispatch supervisor Sahatjian and is in favor of his recommendation to change SOG-Out of Service Units.

**Motion Ambrosio second Autenrieth to approve changes to SOG-Out of Service Units.**

**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 FY18 Homeland Security Grant in the amount of \$56,000. (See inserted resolution)

**ROLL CALL VOTE**

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

**CARRIED**

**BILLS**

**Motion Ambrosio second Autenrieth to approve the bill list for October 17, 2018 (SEE INSERTED LIST)**

**Ayes – 5      Nays – 0      CARRIED**

**PARTICIPATION BY THE PUBLIC-** None

**PRIVATE EXECUTIVE SESSION-** *Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege and Legal advice: and personnel.* 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.

**Motion Autenrieth second Sipe to go into Private Executive session @ 4:45**

**Ayes - 5      Nays -0      CARRIED**

**Motion Ambrosio second Autenrieth to go into open session @ 5:05 p.m.**

**Ayes - 5      Nays -0      CARRIED**

**Motion Sipe second Autenrieth to approve request from David Burns to transfer from Co.1 to Co.3.**

**Ayes – 4 Nays -0      Abatain-1      CARRIED  
(Ambrosio)**

**Motion Autenrieth second Ambrosio to deny Mark Martino request to return to firefighting.**

**Ayes - 5      Nays -0      CARRIED**

**There being no further business, motion Latshaw second Autenrieth to close the meeting @ 5:15 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 GRANT AWARD IN THE AMOUNT OF  
\$56,000.00 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  
CLERK AND ADMINISTRATOR TO EXECUTE THE MEMORANDUM OF UNDERSTANDING IN  
CONNECTION WITH THIS GRANT AWARD  
OCTOBER 17, 2018

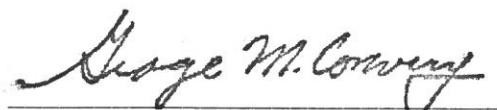
**BE IT RESOLVED BY** the Toms River Township Board of Fire Commissioners District No. 1 in the Township of Toms River, County of Ocean, and the State of New Jersey as follows:

The Toms River Township Board of Fire Commissioners District No. 1 is authorized to accept a FY-18 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 \$56,000.00.

1. The Board of Fire Commissioners District No. 1 Clerk and Administrator are authorized to execute the Memorandum of Understanding in connection with this 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 October 17, 2018.

  
George Convery, Chairman

  
Jesse Sipe, Clerk

October 17, 2018  
03:14 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 Exempt: 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 Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -113-01 -064	TOOLS & EQUIPMENT					
W0134	WITMER ASSOCIATES, INC.	18-01036	TOOLS CO#1	240.00	0.00	
01- -113-02 -064	TOOLS & EQUIPMENT					
W0006	W.S. DARLEY & CO.	18-01033	BLADES CO#2	80.00	0.00	
W0134	WITMER ASSOCIATES, INC.	18-01034	EQUIP. CO#2	312.00	0.00	
W0134	WITMER ASSOCIATES, INC.	18-01035	EQUIP. CO#2	336.00	0.00	
W0134	WITMER ASSOCIATES, INC.	18-01038	EQUIP. CO#2	27.50	0.00	
				<u>755.50</u>		
01- -113-02 -068	WATER RESCUE					
A0099	ALL HANDS FIRE EQUIPMENT	18-01031	EQUIP. CO#2	1,012.00	0.00	
01- -113-03 -064	TOOLS & EQUIPMENT					
G0155	GRAINGER	18-00991	EQUIP. CO#3	99.14	0.00	
01- -113-04 -064	TOOLS & EQUIPMENT					
W0134	WITMER ASSOCIATES, INC.	18-00966	EQUIP. CO#4	710.00	0.00	
01- -113-08 -064	TOOLS & EQUIPMENT					
A0068	AGT BATTERY SUPPLY	18-00454	BATTERY DIST#1	254.99	0.00	
01- -113-08 -070	RADIOS(TOWNSHIP)					
W0132	WIRELESS ELECTONICS T/A	18-01043	ANTENNAS TO BE REIMB. BY TWP.	330.00	0.00	
01- -113-10 -074	OFFICE EQUIPMENT					
C0049	CDW-GOVERNMENT	18-01093	EQUIP. DIST#1	459.11	0.00	
01- -119-01 -274	PHYSICALS					
D0185	DYNAMIC TESTING SERVICE	18-01103	TESTING INV#10827	440.00	0.00	
M0080	MERIDIAN OCCUPATIONAL HEALTH	18-01124	BASSO,LINARES,GONZALEZ,KUDRICK	8,047.00	0.00	
				<u>8,487.00</u>		
01- -120-05 -311	LEGAL NOTICES					
N0163	NEW JERSEY PRESS	18-01126	DIST#1 CHANGE MTG, BUDGET MTG	93.65	0.00	
01- -122-05 -386	CONFERENCES					
N0169	NEW JERSEY STATE LEAGUE	18-01076	CONFERENCE	55.00	0.00	
I0103	INSTITUTE FOR PROFESSIONAL	18-01134	SICK LEAVE SEMINAR	125.00	0.00	
H0020	HALLIWELL, DAWN	18-01141	PETTY CASH	16.00	0.00	
				<u>196.00</u>		
01- -124-05 -450	MEALS					
H0020	HALLIWELL, DAWN	18-01141	PETTY CASH	28.35	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 -529	FUEL					
B0141	BOROUGH OF LAVALLETTE	18-01081	09/18 FUEL	182.78	0.00	
01- -126-01 -531	SUPPLIES					
W0134	WITMER ASSOCIATES, INC.	18-00966	EQUIP. CO#4	220.00	0.00	
01- -126-01 -533	BATTERIES					
W0134	WITMER ASSOCIATES, INC.	18-00966	EQUIP. CO#4	309.00	0.00	
01- -126-05 -533	BATTERIES					
H0020	HALLIWELL, DAWN	18-01141	PETTY CASH	4.23	0.00	
01- -127-01 -567	COMMUNICATIONS					
V0074	VOWTEL LLC	18-01120	9/18 SERVICE DIST #1 INV#1176	381.20	0.00	
R0012	RACKSPACE US, INC.	18-01121	EMAIL SEP ACCT#030-34971557175	703.00	0.00	
				<u>1,084.20</u>		
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
V0074	VOWTEL LLC	18-01120	9/18 SERVICE DIST #1 INV#1176	263.87	0.00	
R0012	RACKSPACE US, INC.	18-01121	EMAIL SEP ACCT#030-34971557175	230.50	0.00	
				<u>494.37</u>		
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
W0134	WITMER ASSOCIATES, INC.	18-00966	EQUIP. CO#4	35.00	0.00	
A0099	ALL HANDS FIRE EQUIPMENT	18-01031	EQUIP. CO#2	30.00	0.00	
W0006	W.S. DARLEY & CO.	18-01033	BLADES CO#2	17.38	0.00	
W0134	WITMER ASSOCIATES, INC.	18-01034	EQUIP. CO#2	35.00	0.00	
W0134	WITMER ASSOCIATES, INC.	18-01035	EQUIP. CO#2	35.00	0.00	
W0134	WITMER ASSOCIATES, INC.	18-01036	TOOLS CO#1	12.99	0.00	
W0134	WITMER ASSOCIATES, INC.	18-01038	EQUIP. CO#2	8.00	0.00	
				<u>173.37</u>		
01- -128-05 -607	OFFICE SUPPLIES/SHIPPING					
O0070	OCEAN DATA FORMS	18-01140	SUPPLIES DIST#1	155.01	0.00	
01- -128-08 -606	SHIPPING					
U0065	UPS	18-01137	SHIPPING ACCT#E5400F	36.55	0.00	
01- -129-01 -648	VEHICLE REPAIR					
E0004	E.R.S. FLEET REPAIR, INC.	18-01118	2511,25,2607,31,69,2705,26	6,834.99	0.00	
01- -129-01 -649	EQUIPMENT REPAIR					
C0172	CONTINENTAL FIRE & SAFETY	18-00983	AMKUS TOOL SERVICE CO#2	1,295.00	0.00	
01- -129-05 -655	MAINTENANCE SERVICES					
S0300	STEWART BUSINESS SYSTEMS	18-01125	COPIER MAINT. DIST#1	344.40	0.00	
01- -130-05 -290	PAYROLL SERVICES					
K0103	KRONOS, INC.	18-01123	WORKFORCE 9/18 INV#11371750	203.92	0.00	

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

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Expend Account	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Vendor						
01- -135-01 -801	SUPPLEMENTAL FIRE GRANT					
C0172	CONTINENTAL FIRE & SAFETY	18-01097	BOOTS	2,238.50	0.00	
	Fund Total:			26,242.06		
Total Charged Lines:	57	Total List Amount:	26,242.06	Total Void Amount:	0.00	