

**Toms River Fire Commissioners  
Joint Board Meeting Minutes  
Toms River Fire Academy  
December 12, 2018**

Commissioner Geoghegan 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 – present
Bierbaum – present	Ambrosio – present
Duff – present	Latshaw –present
Silva-present	Sipe – absent

Administrator Kubiell present  
Bisceglie present to take minutes

**Motion Autenrieth second Bierbaum to approve minutes of the November 19, 2018 meeting.  
AYES-8 NAYS-0 ABSTAINED-1 CARRIED**

**BIDS**- None

**COMMUNICATIONS**-Ambrosio stated they had several meetings with the Dispatch Supervisor and things have been moving along very well.

**FIRE DISPATCH SUPERVISOR**- (See inserted report)

**Motion Ambrosio second Autenrieth to advertise to hire part-time fire dispatchers.**

**AYES-9 NAYS-0 ABSTAINED-0 CARRIED**

**FIRE ACADEMY**- (See inserted report from Director Hansson)

**BUREAU**- Bierbaum stated there was a follow up meeting with Suez water and will defer to Chief Esposito.

Chief Esposito stated the meeting with Suez water went well where they assured the fire flow, master plan & current and future needs will be met.

**LEGISLATION**- No report

**FIRE OFFICERS ASSOCIATION** – No report

**INSURANCE**- No report.

**DISTRICT NO.1 ADMINISTRATOR KUBIELL**- Kubiell stated the joint insurance proposal has some errors that need to be corrected. Requested the board approve to pay the premium at tonight's meeting until such time the policy could be corrected. The rates are pretty comparable from last year.

**Motion Ambrosio second Silva to pay Links Insurance services first premium due.**

**AYES-9 NAYS-0 ABSTAINED-0 CARRIED**

**BILLS**

**Motion Duff second Silva for District No. 2 to pay \$114,796.48 for their share of the bills. (See inserted list)**  
**AYES-5 NAYS-0 ABSTAINED-0 CARRIED**

**Motion Convery second Autenrieth for District No. 1 to pay the bills. (See inserted list)**  
**AYES-4 NAYS-0 ABSTAINED-0 CARRIED**

**UNFINISHED BUSINESS**-None

**NEW BUSINESS**

**CAPITAL QUESTIONS**-Kubiel stated he prepared the questions based on the budget.

**Motion Ambrosio second Silva to move forward with the Capital questions as written.**  
**AYES-9 NAYS-0 ABSTAINED-0 CARRIED**

**PARTICIPATION BY THE PUBLIC**- None

Bierbaum stated there is a training seminar on April 27, 2019 if any fire companies are interested. In addition, if anyone is interested in participating in a fundraiser chili cook and stair climb for lung cancer awareness you can contact Commissioner Bierbaum for information.

**PRIVATE EXECUTIVE SESSION**- Motion Silva second Autenrieth to go into Private Executive Session@ 7:25 p.m.  
**AYES-9 NAYS-0 ABSTAINED-0 CARRIED**

*Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege and Legal Advice* 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.

**Commissioner Britton and Ambrosio recused themselves and left room from closed session regarding Bureau contract negotiations.**

**Motion Duff second Silva to go into open session @ 8:40 p.m.**  
**AYES-9 NAYS-0 ABSTAINED-0 CARRIED**

**Motion Silva second Autenrieth to dispatch Island Heights Fire Department for \$1500.00 per year.**  
**AYES-9 NAYS-0 ABSTAINED-0 CARRIED**

**There being no further business, Motion Silva second Duff to close the meeting at 8:45p.m.**  
**AYES-9 NAYS-0 ABSTAINED-0 CARRIED**

Respectfully submitted,  
*Jesse Sipe*  
Jesse Sipe, Clerk

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 December 2018

1. Meeting was held with SUEZ; fire flows, master plan, current & future needs, & that the demand will be met during firefighting operations was all discussed.
2. On behalf of the Fire Bureau, Merry Christmas & Happy New Year.

Respectfully,

A handwritten signature in cursive script, appearing to read "Kevin Esposito".

Kevin Esposito,  
Chief Inspector



# **TOMS RIVER FIRE DEPARTMENT**

## **COMMUNICATIONS DIVISION**

### **Joint Board Report 12/12/18**

- All uniforms have been received
- Continuing to work with the Chiefs regarding a standardized response plan for Spillman
  - Working with Brian Doyle to put out a new map soon.
- Changed response plans in Spillman for St. 28, 25/26 (CO alarms)
- Schedule and vacation time is out for 2019
- Would like to open applications for possibly two additional part time dispatchers after January 1. My recommendation is to interview 10 applicants with the hopes of finding two to begin the training process. If both work out great, we can use them as some of the part timers are working multiple jobs.
- New 6-month evaluations will be going out January 1 for fire dispatchers.

**Respectfully submitted**

**John A. Sahatjian**



# 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 November 2018

1. Fire Prevention Inspector Class concluding this month with 13 students taking the State certification test.
2. Outside agencies using the facility in November and December: NJ Office of the Attorney General, Lakewood FD, Whiting VFC, Whitesville, Stafford, TR Twp. and TRPD.
3. Toms River fire companies conducted live burn drills several times during the months of November and December. They also made use of the burn building and other props for Drills and Training.
4. Fire Officer Orientation Class was completed Nov 20<sup>th</sup>.
5. State required mandatory training classes have been completed for the year. Participation has been very good. All mandatory training was delivered on at least 6 drill nights giving all members the opportunity to attend.
6. Brick Electric has completed several projects inside and outside. The air refill system has been delivered and is operational. The ceiling tile replacement project has been completed.
7. FF 1/2 class is continuing with 24 students registered. Half from Toms River and half from out of town. We believe this is the largest class to date at our Academy.
8. The FA has billed over \$23,000 in tuition and user fees so far this year. A record for the Academy and about \$7,000 higher than last year.

Respectfully submitted,  
Bob Hansson

Director, Toms River FTC

December 12, 2018  
10:03 AM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
2018 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: Y
Format: Condensed		Held: N	Aprv: N	Rcvd: Y
Range: 03- -111-51 -001	to 03- -134-54 -741	Bid: Y	State: Y	Other: Y Exempt: Y
Rcvd Batch Id Range: First	to Last	Paid Date Range: 11/20/18 to 12/12/18	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
03- -111-53 -003	INSTRUCTOR'S REMUNERATION					
02538	WELLS, CONNOR	18-01422	INST. REM.	577.50	0.00	
E0199	ESPOSITO, KEVIN	18-01423	INST. REM.	230.00	0.00	
H0108	HOPSON, WILLIAM	18-01424	INST. REM.	230.00	0.00	
02761	GIORDANO, WILLIAM J. JR.	18-01425	INST. REM.	52.50	0.00	
F0147	FITZGERALD, MATTHEW	18-01426	INST. REM.	240.00	0.00	
				<u>1,330.00</u>		
03- -112-51 -024	HEALTH BENEFITS					
H0110	HORIZON BLUE CROSS/BLUE SHIELD	18-01392	12/18 HEALTH	4,750.05	0.00	
B0074	BENECARD SERVICES, INC.	18-01431	12/18 PRESCRIPTION PLAN#1319	1,963.14	0.00	
				<u>6,713.19</u>		
03- -112-54 -024	HEALTH BENEFITS/DISABILITY					
U0046	UNITED HEALTHCARE INS. CO.	18-01380	11/18 INS. CUSTOMER #04P2972	266.55	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	18-01392	12/18 HEALTH	22,176.61	0.00	
H0033	HARTFORD INSURANCE COMPANY	18-01403	12/18 INSURANCE GROUP #680338	910.98	0.00	
B0074	BENECARD SERVICES, INC.	18-01431	12/18 PRESCRIPTION PLAN#1319	8,372.94	0.00	
				<u>31,727.08</u>		
03- -112-55 -024	HEALTH BENEFITS/DISABILITY					
U0046	UNITED HEALTHCARE INS. CO.	18-01380	11/18 INS. CUSTOMER #04P2972	28.97	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	18-01392	12/18 HEALTH	3,208.09	0.00	
H0033	HARTFORD INSURANCE COMPANY	18-01403	12/18 INSURANCE GROUP #680338	181.44	0.00	
B0074	BENECARD SERVICES, INC.	18-01431	12/18 PRESCRIPTION PLAN#1319	1,137.69	0.00	
				<u>4,556.19</u>		
03- -113-53 -074	OFFICE EQUIPMENT					
C0049	CDW-GOVERNMENT	18-01338	EQUIP. F.A.	159.08	0.00	
B0012	BANK OF AMERICA	18-01402	PROCUREMENT PURCHASES	426.49	0.00	
				<u>585.57</u>		
03- -113-54 -064	TOOLS & EQUIPMENT					
M0090	MES INC.	18-01393	CYLINDERS BUREAU	3,848.00	0.00	
03- -113-54 -074	OFFICE EQUIPMENT					
T0065	TESSCO	18-01026	EQUIP. BUREAU	3,662.84	0.00	
T0065	TESSCO	18-01027	EQUIP. BUREAU	3,163.00	0.00	
				<u>6,825.84</u>		
03- -116-55 -171	INSURANCE PREMIUMS					
S0088	SELECTIVE INSURANCE CO.	18-01419	BUREAU INS.	212.00	0.00	
03- -119-52 -272	LEGAL					
B0214	BRASLOW, RICHARD M. ESQ	18-01420	PROFESSIONAL SERVICES	18.00	0.00	

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10:03 AM

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

Page No: 2

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
03- -119-54 -272 B0214	LEGAL BRASLOW, RICHARD M. ESQ	18-01420	PROFESSIONAL SERVICES	180.00	0.00	
03- -123-55 -417 T0134	CREDIT CARD FEES TOMS RIVER FIRE COMMISSIONERS	18-01417	CREDIT CARD FEES	147.84	0.00	
03- -124-51 -446 26026 S0033	TRAINING WEINBERGER, CHARLES III SAHATJIAN, JOHN	18-01400 18-01401	REIMB. TRAINING EXPENSES REIMB. TRAINING EXPENSES	290.13 282.98 <u>573.11</u>	0.00 0.00	
03- -125-51 -487 A0023	CLOTHING ACTION UNIFORM COMPANY	18-01144	DISPATCH UNIFORMS	3,634.00	0.00	
03- -125-53 -487 G0025	CLOTHING GALLS, LLC	18-01040	CLOTHING F.A.	305.14	0.00	
03- -126-53 -530 N0155 T0175	FUEL (BUILDING/AUTO) NEW JERSEY NATURAL GAS CO. TOWNSHIP OF TOMS RIVER	18-01379 18-01382	ACCT#22-0009-3986-41 FUEL 10-12/18 JOINT	169.83 6.06 <u>175.89</u>	0.00 0.00	
03- -126-54 -529 T0175	FUEL TOWNSHIP OF TOMS RIVER	18-01382	FUEL 10-12/18 JOINT	2,018.85	0.00	
03- -126-55 -529 T0175	FUEL TOWNSHIP OF TOMS RIVER	18-01382	FUEL 10-12/18 JOINT	505.29	0.00	
03- -127-51 -567 V0010 V0008 R0012 V0009	TELEPHONE VERIZON WIRELESS VERIZON CABS RACKSPACE US, INC. VERIZON	18-01395 18-01404 18-01433 18-01443	ACCT#720641376-00001 PHONE JOINT EMAIL NOV ACCT#030-34971557175 PHONE JOINT	42.33 7,481.71 86.00 <u>358.11</u> 7,968.15	0.00 0.00 0.00 0.00	
03- -127-53 -566 J0048 S0337	UTILITIES JCP&L SUEZ WATER T.R.	18-01378 18-01409	ACCT#200 000 001 020 11/18 F.A.	1,675.86 337.69 <u>2,013.55</u>	0.00 0.00	
03- -127-53 -567 V0074	TELEPHONE VOWTEL LLC	18-01415	11/18 SERVICE JOINT	208.55	0.00	
03- -127-53 -568 R0012 V0009	INTERNET RACKSPACE US, INC. VERIZON	18-01433 18-01443	EMAIL NOV ACCT#030-34971557175 PHONE JOINT	4.75 160.00 <u>164.75</u>	0.00 0.00	
03- -127-54 -567 V0010 V0074	COMMUNICATIONS VERIZON WIRELESS VOWTEL LLC	18-01395 18-01415	ACCT#720641376-00001 11/18 SERVICE JOINT	647.33 374.09 <u>1,021.42</u>	0.00 0.00	

Expend Account	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
03- -127-54 -568	INTERNET					
R0012	RACKSPACE US, INC.	18-01433	EMAIL NOV ACCT#030-34971557175	58.50	0.00	
C0149	COMCAST CABLE	18-01445	ACCT#8499 05 194 0590940	<u>165.00</u>	0.00	
				223.50		
03- -127-55 -567	COMMUNICATIONS					
V0010	VERIZON WIRELESS	18-01395	ACCT#720641376-00001	123.20	0.00	
03- -128-53 -607	OFFICE SUPPLIES/SHIPPING					
G0025	GALLS, LLC	18-01040	CLOTHING F.A.	8.00	0.00	
I0089	IMAGE SYSTEMS FOR BUSINESS INC	18-01427	COPIES F.A.	<u>160.17</u>	0.00	
				168.17		
03- -128-54 -607	OFFICE SUPPLIES/SHIPPING					
T0065	TESSCO	18-01026	EQUIP. BUREAU	23.61	0.00	
T0065	TESSCO	18-01027	EQUIP. BUREAU	<u>14.73</u>	0.00	
				38.34		
03- -129-53 -649	BUILDING MAINTENANCE					
B0227	BRICKTOWN ELECTRICAL	18-01439	OUTLET FOR WELDER @ F.A.	1,082.50	0.00	
03- -129-53 -657	MAINTENANCE CONTRACTS					
T0179	TOZOUR ENERGY SYSTEMS, INC.	18-01384	HVAC MAINT. F.A. & REPAIR	3,257.25	0.00	
M0143	M & M CLEANING SERVICE, INC.	18-01396	11/18 MAINT.	352.00	0.00	
K0030	KEITH'S LAWN MAINT. SERVICE	18-01408	11/18 SERVICE	<u>75.00</u>	0.00	
				3,684.25		
03- -129-54 -648	VEHICLE REPAIR					
T0125	TOMS RIVER CAR WASH	18-01444	CAR WASH	30.00	0.00	
03- -134-53 -745	F.A. UPGRADES 2017					
V0057	VISION GROUP, INC	18-00879	COMPLETE CEILING @ F.A.	13,280.00	0.00	
U0043	UNIQUE MASONRY INC.	18-01436	UPGRADES AT F.A.	<u>575.00</u>	0.00	
				13,855.00		
03- -134-53 -746	F.A. UPGRADES 2018					
B0024	BAUER COMPRESSORS, INC.	18-00995	SCBA FILLING STATION F.A.	60,205.00	0.00	
A0076	AIR & GAS TECHNOLOGIES, INC.	18-01186	INSTALL AIR COMPRESSOR @ F.A.	<u>1,880.00</u>	0.00	
				62,085.00		
	Fund Total:			156,022.37		
Total Charged Lines:	78	Total List Amount:	156,022.37	Total Void Amount:	0.00	



Range of Accounts: 03- -111-51 -001 to 03- -112-55 -024  
 Range of Dates: 11/20/18 to 12/12/18  
 Range of Reason Codes: ALL  
 Include Enc/Expd/Acct Pybl with EOY Reason: Yes Include Non-Budgeted: Y  
 Adds: N Changes: N Transfers In: N  
 Transfers Out: N Expenditures: Y Refunds: Y  
 Reimbursements: N Encumbrances: N Cancels: N  
 Check Payments: N Accounts Payable: N  
 PO Encumbrances: N Contract Encm: N Received PO: N

Account No	Account Description	Class Id	Class Description	Amount	User	Item #
Date	Type	Transaction Data/Comment	Vendor/Source			
03- -111-51 -001	SALARIES					
11/21/18	Expd	W/E 11-21-18 DISPATCH		19,504.79	DM	B 1902 5
12/06/18	Expd	W/E 12-16-18 DISPATCH		34,057.61	DM	B 1908 5
Total Expenditures:	2	53,562.40				
03- -111-53 -003	INSTRUCTOR'S REMUNERATION					
11/21/18	Expd	W/E 11-21-18 F.A. INST.		3,865.00	DM	B 1902 7
12/06/18	Expd	W/E 12-16-18 F.A. INST.		2,760.00	DM	B 1908 7
Total Expenditures:	2	6,625.00				
03- -111-53 -004	FIRE ACADEMY COORDINATOR					
11/21/18	Expd	W/E 11-21-18 F.A. COOR.		576.92	DM	B 1902 6
12/06/18	Expd	W/E 12-16-18 F.A. COOR.		576.92	DM	B 1908 6
Total Expenditures:	2	1,153.84				
03- -111-54 -001	SALARIES					
11/21/18	Expd	W/E 11-21-18 BUR ADM		24,768.11	DM	B 1902 3
12/06/18	Expd	W/E 12-16-18 BUR ADM		24,399.81	DM	B 1908 3
Total Expenditures:	2	49,167.92				
03- -111-55 -001	SALARIES					
11/21/18	Expd	W/E 11-21-18 U.C.C.		4,796.15	DM	B 1902 4
12/06/18	Expd	W/E 12-16-18 U.C.C.		5,560.49	DM	B 1908 4
Total Expenditures:	2	10,356.64				
03- -112-51 -021	PAYROLL TAXES					
11/21/18	Expd	W/E 11-21-18 TAXES		1,542.18	DM	B 1902 11
12/06/18	Expd	W/E 12-16-18 TAXES		2,609.56	DM	B 1908 11
Total Expenditures:	2	4,151.74				
03- -112-53 -021	PAYROLL TAXES					
11/21/18	Expd	W/E 11-21-18 TAXES		266.14	DM	B 1902 12
12/06/18	Expd	W/E 12-16-18 TAXES		192.04	DM	B 1908 12
Total Expenditures:	2	458.18				
03- -112-54 -021	PAYROLL TAXES					
11/21/18	Expd	W/E 11-21-18 TAXES		1,712.54	DM	B 1902 9
12/06/18	Expd	W/E 12-16-18 TAXES		1,691.52	DM	B 1908 9
Total Expenditures:	2	3,404.06				

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
2018 Detail Expenditure Transaction Inquiry By Account

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Account No	Account Description	Class Id	Class Description	Amount	User	Item #
Date	Transaction Data/Comment		Vendor/Source			
03- -112-55 -021	PAYROLL TAXES					
11/21/18 Expd	W/E 11-21-18 TAXES			332.86	DM	B 1902 10
12/06/18 Expd	W/E 12-16-18 TAXES			391.33	DM	B 1908 10
Total Expenditures:	2		724.19			

Fund Description	Fund	Expenditures	Refund Expend
	03	129,603.97	0.00
Total Of All Funds:		129,603.97	0.00

Report Totals	Accounts	Transactions	Amount
Transaction Type			
Total Expenditures:	9	18	129,603.97
Total Refund Expend:	0	0	0.00