

MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
1144 Hooper Ave
January 16 2019

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 present. Bisceglie present to take minutes.

Bids- None

APPROVING THE MINUTES

Motion Autenrieth second Ambrosio to accept the minutes of January 2nd 2019 public hearing for budget providing they are made available for inspection by the public during this meeting. (SEE INSERTION) Ayes-5 Nays-0 Abstain-0 **CARRIED**

APPROVING THE MINUTES

Motion Autenrieth second Ambrosio to accept the minutes of January 2nd 2019 regular minutes providing they are made available for inspection by the public during this meeting. (SEE INSERTION) Ayes-5 Nays-0 Abstain-0 **CARRIED**

Ambrosio stated with the exception of closed session minutes.

REPORTS OF COMMITTEES

COMMUNICATION –Autenrieth stated the Communication Supervisor is in the process of setting interviews for the part-time dispatchers.

FIRE PREVENTION BUREAU- Convery stated contract negotiations are being discussed.

FIRE ACADEMY – Latshaw stated all projects for 2018 have been completed.

POLICE/EMERGENCY MANAGEMENT-No report

LEGISLATIVE- No report

INSURANCE- No report

FIRST AID SQUADS- No report

TOWNSHIP COUNCIL/MAYOR –No report

FIRE OFFICERS ASSOCIATION –Sipe stated an agreement has been made in relation to standardizing equipment.

VEHICLE REPAIR/NEW APPARATUS- Ambrosio stated he received an email from Commissioner Sipe that 2624 is back in service.

ADMINISTRATOR KUBIEL REPORT- Kubiel stated:

1. Truck repair reports are in the folders for review.
2. All OSHA 300 summaries are completed. They have been placed in all the fire chiefs' mailboxes to be displayed at their firehouses.

3. After many meetings regarding cancer awareness Rutgers Cancer Institute has committed to two years of funding to study Toms River. Not sure of the details yet but will keep all informed.

Jesse asked what the issue is with 2631. Kubiell stated they are waiting for an air pump. He will call tomorrow to find out status.

ATTORNEY REPORT- No report

APPLICATIONS FOR MEMBERSHIP- None

REMOVALS FROM THE ROLLS- None

UNFINISHED BUSINESS- none

NEW BUSINESS

RESOLUTION AUTHORIZING REIMBURSEMENT TO EMPLOYEES OF FIRE DISTRICT -A resolution was presented, Motion Sipe second Ambrosio authorizing payment for reimbursement to John Genovese towards his incidentals and expenses for Motorola Conference (See inserted resolution)

ROLL CALL VOTE

Latshaw-Yes Ambrosio- Yes

Autenrieth-Yes Sipe-Yes

Convery-Yes

CARRIED

RESOLUTION TO PURCHASE VEHICLES FROM THE EDUCATION COMMISSIONER OF NEW JERSEY

Kubiell stated he is just waiting for the signed contract to be returned from the Education Commission of New Jersey but received a verbal acceptance. He is recommending passing resolutions to proceed. Once contract comes back signed they will be ordered.

A resolution was presented, Motion Ambrosio second Autenrieth to purchase (2) Ford F-350 and (1) F-250 from a vendor (Beyer Ford) of the Educational Services Commission of New Jersey with the total maximum amount not to exceed \$144,825.00

ROLL CALL VOTE

Latshaw-Yes Ambrosio- Yes

Autenrieth-Yes Sipe-Yes

Convery-Yes

CARRIED

A resolution was presented, Motion Ambrosio second Autenrieth to purchase a Chevrolet Tahoe from a vendor (Mall Chevrolet) of the Educational Services Commission of New Jersey with the total maximum amount not to exceed \$37,255.00

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 January 16, 2019 (SEE INSERTED LIST) Ayes - 5 Nays - 0 **CARRIED**

PARTICIPATION BY THE PUBLIC- None

Assistant Chief Vicidomini and District Chief Golden requested to attend different seminars

RESOLUTION AUTHORIZING REIMBURSEMENT TO EMPLOYEES OF FIRE DISTRICT -A resolution was presented, Motion Ambrosio second Sipe authorizing payment for reimbursement to Christopher Vicidomini for incidentals and expenses for Higher Education Safety Seminar February 24-26 (See inserted resolution)

ROLL CALL VOTE

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

CARRIED

RESOLUTION AUTHORIZING REIMBURSEMENT TO EMPLOYEES OF FIRE DISTRICT -A resolution was presented, Motion Ambrosio second Sipe authorizing payment for reimbursement to Janes Golden for incidentals and expenses for Recruitment and Retention Certification. (See inserted resolution)

ROLL CALL VOTE

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

CARRIED

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 @ 4:55

Ayes - 5 Nays -0

CARRIED

Motion Ambrosio second Autenrieth to go into open session @ 5:50 p.m.

Ayes - 5 Nays -0

CARRIED

Chairman Convery stated Chief Muttie suspension of 30-days is upheld and he can return on February 12, 2019.

There being no further business, motion Ambrosio second Autenrieth to close the meeting @ 5:52 p.m.

Ayes - 5 Nays -0

CARRIED

Respectfully submitted

Jesse Sipe, Clerk

RESOLUTION OF THE TOMS RIVER BOARD OF FIRE COMMISSIONERS DISTRICT NO. 1 IN
THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING
PAYMENT FOR REIMBURSEMENT TO EMPLOYEES OF THE FIRE DISTRICT TOWARD THEIR
EXPENSES AND INCIDENTALS

January 16, 2019

WHEREAS, N.J.S.A. 40A:14-81.5 allows fire districts to provide for an
authorize payment to officers and employees of the fire district toward their
expenses and incidentals thereto; and

WHEREAS, the Fire Commissioners of District No. 1 in the Township of Toms
River, County of Ocean, State of New Jersey have agreed for certain personnel
listed below to attend Motorola Solutions Technical Training to be held May 6,
2019 to May 10, 2019; and

WHEREAS, the monies to be reimbursed are to be applied to food, specific
travel expenses and costs that are related to the technical training and are
actually incurred; such reimbursement shall not exceed sixty-five dollars
(\$65.00) per diem for meals and two hundred fifty dollars (\$250.00) for ground
travel; and

WHEREAS, all employees who are receiving said reimbursement shall be
obligated to provide a verification of their attendance and expenses for the
purposes as outlined in this Resolution pursuant to N.J.S.A. 40A:14-81.5 and
Toms River Board of Fire Commissioners District No. 1 policies and procedures.
Said employees are required to provide a detailed bill of the items which shall
be accompanied by the Certification of the expenses actually incurred as a
result of their attendance at the technical training. Said bill shall be
submitted within ten (10) days after completion of the travel for which the
reimbursement will be made. All expenses shall be reimbursed to the attendee
in accordance with the Toms River Board of Fire Commissioners District No.1
Travel policy; and

NOW, THEREFORE, be it resolved that the Toms River Board of Fire
Commissioners District No. 1 hereby authorizes the following individuals to
attend said technical training and following said technical training to submit
for reimbursement costs and expenses as outlined above:

John Genovese

That the Clerk of the Fire Commissioners shall forward a certified copy of this
Resolution to the following:

- A. Chairman;
- B. Administrator; and,
- C. Peter J. Van Dyke, Esq.
- D. John Genovese

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
January 16, 2019.


Jesse Sipe, Clerk


Date:

RESOLUTION AUTHORIZING PURCHASE FROM VENDOR WITH EDUCATIONAL SERVICES
COMMISSION OF NEW JERSEY CO-OP CONTRACT NO. ESCNJ17/18-44, MALL
CHEVROLET INC., FOR THE PURCHASE OF (1) CHEVROLET TAHOE SSV 4X4 IN THE
TOTAL MAXIMUM AMOUNT NOT TO EXCEED \$37,255.00

JANUARY 16, 2019

BE IT RESOLVED BY the Toms River Township Board of Fire Commissioners District No. 1 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 vendor with a contract with Educational Services Commission of New Jersey (ESCNJ 17/18-44) is hereby approved.
- 2) Contract for the purchase of (1) 2019 Chevrolet Tahoe SSV 4X4 for Toms River Fire Company No. 1 Chief (2500) in the total maximum amount not to exceed \$ 37,255.00 from Educational Services Commission of New Jersey contract number ESCNJ 17/18-44 as follows:

Toms River Fire Company No. 1 Chief (2500) not to exceed
\$ 37,255.00.00

Account # 3-01-113-78-075

Total **\$ 37,255.00**


Vendor: Mall Chevrolet Inc.
 75 Haddonfield Road
 Cherry Hill, NJ 08002

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

CERTIFICATION

I, Jesse Sipe, Clerk of the Township of Toms River Board of Fire Commissioners District No. 1, in the Township of Toms River, 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 the 16th day of January, 2019.


GEORGE CONVERY
CHAIRMAN


JESSE SIPE
CLERK

RESOLUTION AUTHORIZING PURCHASE FROM VENDOR WITH EDUCATIONAL SERVICES
COMMISSION OF NEW JERSEY CO-OP CONTRACT NO. ESCNJ17/18-21, BEYER FORD
INC., FOR THE PURCHASE OF (2) FORD F-350 4 X 4 XLT UTILITY BODY TRUCKS
AND (1) F-250 XLT 4 X 4 PICK-UP TRUCK IN THE TOTAL MAXIMUM AMOUNT NOT
TO EXCEED \$144,825.00

JANUARY 16, 2019

BE IT RESOLVED BY the Toms River Township Board of Fire Commissioners
District No. 1 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 vendor with a contract with Educational Services
Commission of New Jersey (ESCNJ 17/18-21) is hereby approved.
- 2) Contract for the purchase of (1) 2019 Ford F-250 XLT 4 X 4 Pick-up
for Ocean Beach Fire Company and (2) 2019 Ford F-350 XLT 4 X 4
Utility Body Trucks for Toms River Fire Company No. 1 and Toms
River Fire Company No. 2 in the total maximum amount not to exceed
\$ 144,825.00 from Educational Services Commission of New Jersey
contract number ESCNJ 17/18-21 as follows:

Ocean Beach Fire Company not to exceed \$ 36,793.00

Toms River Fire Company No. 1 not to exceed \$ 54,016.00

Toms River Fire Company No. 2 Not to exceed \$ 54,016.00

Account # 3-01-113-78-075

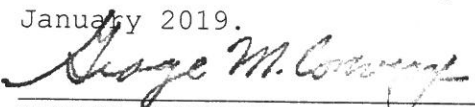
Total \$ 144,825.00

Vendor: Beyer Ford
170 Ridgedale Avenue
Morristown, NJ 07960

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

CERTIFICATION

I, Jesse Sipe, Clerk of the Township of Toms River Board of Fire
Commissioners District No. 1, in the Township of Toms River, 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 the 16th day of
January 2019.


GEORGE CONVERY
CHAIRMAN


JESSE SIPE
CLERK

RESOLUTION OF THE TOMS RIVER BOARD OF FIRE COMMISSIONERS DISTRICT NO. 1 IN
THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING
PAYMENT FOR REIMBURSEMENT TO EMPLOYEES OF THE FIRE DISTRICT TOWARD THEIR
EXPENSES AND INCIDENTALS
January 16, 2019

WHEREAS, N.J.S.A. 40A:14-81.5 allows fire districts to provide for and authorize payment to officers and employees of the fire district toward their expenses and incidentals thereto; and

WHEREAS, the Fire Commissioners of District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey have agreed for certain personnel listed below to attend Recruitment & Retention Coordinator Certification to be held February 21-22, 2019; and

WHEREAS, the monies to be reimbursed are to be applied to food, specific travel expenses and costs that are related to the technical training and are actually incurred; such reimbursement shall not exceed sixty-five dollars (\$65.00) per diem for meals and two hundred fifty dollars (\$250.00) for ground travel; and

WHEREAS, all employees who are receiving said reimbursement shall be obligated to provide a verification of their attendance and expenses for the purposes as outlined in this Resolution pursuant to N.J.S.A. 40A:14-81.5 and Toms River Board of Fire Commissioners District No. 1 policies and procedures. Said employees are required to provide a detailed bill of the items which shall be accompanied by the Certification of the expenses actually incurred as a result of their attendance at the technical training. Said bill shall be submitted within ten (10) days after completion of the travel for which the reimbursement will be made. All expenses shall be reimbursed to the attendee in accordance with the Toms River Board of Fire Commissioners District No.1 Travel policy; and

NOW, THEREFORE, be it resolved that the Toms River Board of Fire Commissioners District No. 1 hereby authorizes the following individuals to attend said technical training and following said technical training to submit for reimbursement costs and expenses as outlined above:


James Golden

That the Clerk of the Fire Commissioners shall forward a certified copy of this Resolution to the following:

- A. Chairman;
- B. Administrator; and,
- C. Peter J. Van Dyke, Esq.
- D. James Golden

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 January 16, 2019.


Jesse Sipe, Clerk

1-16-2019
Date: _____

RESOLUTION OF THE TOMS RIVER BOARD OF FIRE COMMISSIONERS DISTRICT NO. 1 IN
THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING
PAYMENT FOR REIMBURSEMENT TO EMPLOYEES OF THE FIRE DISTRICT TOWARD THEIR
EXPENSES AND INCIDENTALS
January 16, 2019

WHEREAS, N.J.S.A. 40A:14-81.5 allows fire districts to provide for and authorize payment to officers and employees of the fire district toward their expenses and incidentals thereto; and

WHEREAS, the Fire Commissioners of District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey have agreed for certain personnel listed below to attend Firefighter Education Safety Seminar to be held February 25-26, 2019; and

WHEREAS, the monies to be reimbursed are to be applied to food, specific travel expenses and costs that are related to the technical training and are actually incurred; such reimbursement shall not exceed sixty-five dollars (\$65.00) per diem for meals and two hundred fifty dollars (\$250.00) for ground travel; and

WHEREAS, all employees who are receiving said reimbursement shall be obligated to provide a verification of their attendance and expenses for the purposes as outlined in this Resolution pursuant to N.J.S.A. 40A:14-81.5 and Toms River Board of Fire Commissioners District No. 1 policies and procedures. Said employees are required to provide a detailed bill of the items which shall be accompanied by the Certification of the expenses actually incurred as a result of their attendance at the technical training. Said bill shall be submitted within ten (10) days after completion of the travel for which the reimbursement will be made. All expenses shall be reimbursed to the attendee in accordance with the Toms River Board of Fire Commissioners District No.1 Travel policy; and

NOW, THEREFORE, be it resolved that the Toms River Board of Fire Commissioners District No. 1 hereby authorizes the following individuals to attend said technical training and following said technical training to submit for reimbursement costs and expenses as outlined above:

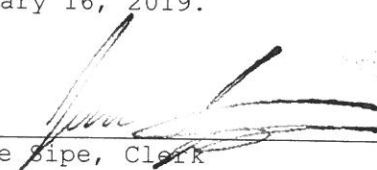
Chris Vicidomini

That the Clerk of the Fire Commissioners shall forward a certified copy of this Resolution to the following:

- A. Chairman;
- B. Administrator; and,
- C. Peter J. Van Dyke, Esq.
- D. Chris Vicidomini

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 January 16, 2019.


Jesse Sipe, Clerk

1-16-19
Date:

January 16, 2019
02:56 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2018-2019 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 12/31/19	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					
B0074	BENECARD SERVICES, INC.	19-00032	01/19 PRESCRIPTION PLAN#1319	5,223.85	0.00	
01- -112-05 -029	ACCIDENT/SICKNESS					
V0101	VFIS OF NEW JERSEY	19-00009	2019 ACCIDENT & SICKNESS	11,141.00	0.00	
01- -113-02 -068	WATER RESCUE					
W0134	WITMER ASSOCIATES, INC.	18-01099	EQUIP. CO#2	924.00	0.00	
01- -114-05 -101	HYDRANT RENTAL					
N0007	N.J. AMERICAN WATER CO.	18-01516	12/18 HYDRANTS	7,622.43	0.00	
01- -115-05 -136	RENT/LEASE					
P0130	PITNEY BOWES INC.	19-00012	POSTAGE/RENTAL DIST#1	69.00	0.00	
01- -119-05 -271	AUDITOR					
H0098	HOLMAN, FRENIA, ALLISON P.C.	18-01524	2018 AUDIT INV#38227	2,500.00	0.00	
01- -119-05 -273	CONSULTANT					
C0098	CIRKIEL ACTUARIAL	18-00133	ACTUARIAL SERVICES	2,145.00	0.00	
01- -120-05 -311	LEGAL NOTICES					
N0163	NEW JERSEY PRESS	18-01532	ELECTION NOTICE	18.00	0.00	
01- -121-05 -346	ELECTION EXPENSES					
N0163	NEW JERSEY PRESS	18-01532	ELECTION NOTICE	1,275.00	0.00	
01- -123-05 -416	DUES/SUBSCRIPTIONS					
S0285	STATE OF N.J., D.C.A.	19-00015	SUBSCRIPTION SERVICE KUBIEL	50.00	0.00	
01- -124-01 -446	TRAINING					
I0170	ISLAND HEIGHTS FIRE CO.	19-00019	SURFACE ICE RESCUE TRAINING	1,050.00	0.00	
01- -124-01 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	18-01517	PHYSICAL FITNESS	385.00	0.00	
01- -124-05 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	18-01517	PHYSICAL FITNESS	55.00	0.00	
01- -125-01 -487	TURNOUT GEAR					
M0090	MES INC.	18-01469	HELMET	279.29	0.00	
01- -126-01 -529	FUEL					
B0141	BOROUGH OF LAVALLETTE	18-01505	12/18 FUEL	300.25	0.00	
P0110	PETROLEUM TRADERS CORPORATION	18-01513	FUEL DIST#1 ACCT#991249/1	784.80	0.00	

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -126-01 -529	FUEL		Continued			
R0087	RIGGINS, INC.	18-01514	FUEL DIST#1 ACCT#71520842	1,338.56	0.00	
P0148	POINT BAY FUEL, LLC	18-01518	12/18 FUEL ACCT#104124	284.51	0.00	
R0087	RIGGINS, INC.	19-00031	FUEL DIST#1 ACCT#71520842	48.64	0.00	
				<u>2,756.76</u>		
01- -126-01 -531	SUPPLIES					
N0135	NEW JERSEY FIRE EQUIPMENT CO.	18-01435	FOAM CO#2	1,360.00	0.00	
01- -126-05 -529	FUEL					
P0110	PETROLEUM TRADERS CORPORATION	18-01513	FUEL DIST#1 ACCT#991249/1	148.06	0.00	
01- -126-08 -529	FUEL					
P0110	PETROLEUM TRADERS CORPORATION	18-01513	FUEL DIST#1 ACCT#991249/1	68.41	0.00	
P0110	PETROLEUM TRADERS CORPORATION	19-00030	FUEL DIST#1 ACCT#991249/1	13.90	0.00	
				<u>82.31</u>		
01- -127-01 -567	COMMUNICATIONS					
R0012	RACKSPACE US, INC.	18-01511	EMAIL DEC ACCT#030-34971557175	724.00	0.00	
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
R0012	RACKSPACE US, INC.	18-01511	EMAIL DEC ACCT#030-34971557175	209.00	0.00	
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
W0134	WITMER ASSOCIATES, INC.	18-01099	EQUIP. CO#2	20.00	0.00	
01- -129-01 -648	VEHICLE REPAIR					
P0220	PRESTIGE AUTO SPA	18-01520	CAR WASH	9.47	0.00	
E0004	E.R.S. FLEET REPAIR, INC.	18-01530	2511,2631,2721,2801,11,65	2,804.65	0.00	
J0014	J & R PRO AUTOMOTIVE	19-00033	2600, 2800	809.00	0.00	
				<u>3,623.12</u>		
	Fund Total:			41,660.82		
<hr/>						
Total Charged Lines:	37	Total List Amount:	41,660.82	Total Void Amount:	0.00	