

MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
1144 Hooper Ave
October 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
Tutela – present Sipe-present
Convery- present

Administrator Kubiel and Attorney VanDyke present
Bisceglie present to take minutes

Bids- None

APPROVING THE MINUTES

Motion Autenrieth second Tutela to approve the minutes of October 2, 2019 meeting providing they are made available for inspection by the public during this meeting. (SEE INSERTION)

Ayes-5 Nays-0 **CARRIED**

Motion Latshaw second Autenrieth to approve the minutes of October 2, 2019 budget workshop 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 asked Attorney VanDyke if any movement on Bureau contract with Attorney Shea. VanDyke stated he sent him the boards last proposal and has not heard back from him yet. Autenrieth stated there was a minor accident with a bureau vehicle, no fault of inspector and no damage.

FIRE ACADEMY – Latshaw stated:

1. Proposals for electrical work on the 2nd floor maze. Will move forward next week with work.
2. Ice machine out for service, Sipe stated J&J service is an excellent vendor
3. Cleanup around the grounds to commence soon utilizing Ocean County inmates.
4. It was confirmed that there is no issue with the line of site in reference to the trees in front of the fire academy. The forest fire sign which is owned by the state seems to be the issue. Currently working with the township engineer to move the sign to different location to rectify this issue.
5. HVAC contractor came out and reprogramed the system. The only person with access to this system is Administrator Kubiel or Tammy.

POLICE/EMERGENCY MANAGEMENT-No report

LEGISLATIVE- No report

INSURANCE- Sipe stated accident with 2561/2525. Discussion on policy that is in place where any driver involved in accident should go for drug testing as well as driver training. Autenrieth made the decision not to send because the accident had minor damage and there was no need to believe driver was impaired. Policy to be revisited.

FIRST AID SQUADS- No report

TOWNSHIP COUNCIL/MAYOR –No report

FIRE OFFICERS ASSOCIATION-Kubiel stated he received a request today from Chief Muttie on behalf of the Fire Officers for Assistant Chief Vehicles and also Chief Muttie and Chief Miller requesting to replace both their watercrafts with one boat. He will forward both requests tomorrow to the board.

VEHICLE REPAIR/NEW APPARATUS- Sipe asked if there was any response to silencing the audible alarm in 2624. Tutela stated he spoke with the manufacturer and the alarm is DOT standard. Boards mechanic will not jeopardize his DOT license by changing anything on it. Sipe stressed again how dangerous this alarm is when it goes off. Kubiel stated it is up at Fire and Safety and will call them and have them look at it.

ADMINISTRATOR KUBIEL REPORT- No report

ATTORNEY REPORT- VanDyke stated he has not heard back from the Judge in reference to the OPRA case.

APPLICATIONS FOR MEMBERSHIP- None

REMOVALS FROM THE ROLLS- Tyler Nicoll Co.2, William Nicoll Co.2 and Phillip Hann Co.2.

Motion Tutela second Latshaw to remove Tyler Nicoll Co.2, William Nicoll Co.2 and Phillip Hann Co.2. from the rolls as firefighters.

Ayes – 5 Nays – 0

CARRIED

UNFINISHED BUSINESS

OLD 2726- Kubiel stated himself and District Chief Golden have been discussing the state requirements in relation to a district wide rehab truck and requesting to retain for the time being. Commissioners are in favor of retaining until more information is collected.

NEW BUSINESS

FIRE ACADEMY VEHICLE- Kubiel questioned the price of the Dodge Dakota when its transferred to the fire academy. He was under the assumption it will be the standard split between the districts and not given to the fire academy for free. The commissioners were in agreement. Kubiel stated he will listen to the tape to find out what price was agreed upon.

Convery questioned Attorney VanDyke on the decision the joint board made to house Silverton ambulance at the fire academy. He stated Silverton First Aid is a private corporation. Tutela suggested a shared service agreement stating the joint board is not responsible for any cost incurred.

CLOSING THE OFFICE – Kubiel stated the entire office building will be closed to replace an electrical pole on Monday November 4th and needs approval to give employees off for the day. Commissioner in agreement to close office for the day.

PAY BILL FOR CDW- Kubiel stated desk top and lap tops were ordered for the bureau, the desk tops have come in but the laptops have not. Past practice the board does not make partial payments but because of the delay in the delivery of laptops is requesting permission to pay for the desktops now and the laptops when they arrive. (District No.2 has this on their agenda for tonight also)

Motion Autenrieth second Tutela to pay CDW for the laptops in the amount of \$2855.88

Ayes – 5 Nays – 0

CARRIED

BILLS

Motion Tutela second Autenrieth to approve the bill list for October 16, 2019 (SEE INSERTED LIST)

Ayes – 5 Nays – 0

CARRIED

PARTICIPATION BY THE PUBLIC- None

PRIVATE EXECUTIVE SESSION- None

There being no further business, motion Tutela second Autenrieth to close the meeting @ 4:56 p.m.

Ayes - 5 Nays -0

CARRIED

Respectfully submitted

Richard Tutela, Clerk

October 16, 2019
02:59 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2019 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- -140-05 -001 Bid: Y State: Y Other: Y Exempt: Y
Rcvd Batch Id Range: First to Last Encumbrance Date Range: First to 12/31/19 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					
U0046	UNITED HEALTHCARE INS. CO.	19-01069	10/19 INS. CUSTOMER #04P2972	142.94	0.00	
B0074	BENECARD SERVICES, INC.	19-01139	10/19 PRESCRIPTION PLAN#1319	<u>5,223.85</u>	0.00	
				5,366.79		
01- -112-05 -026	LIFE INSURANCE					
S0220	SPECIALTY BENEFITS	19-01014	4TH QTR INSURANCE CVT302153-19	8,136.18	0.00	
01- -113-01 -063	HOSE & NOZZLES					
F0096	FIRE HOSE DIRECT	19-00972	HOSE CO#3	304.14	0.00	
01- -113-02 -064	TOOLS & EQUIPMENT					
C0172	CONTINENTAL FIRE & SAFETY	19-00952	EQUIP. CO#2	130.00	0.00	
01- -113-04 -064	TOOLS & EQUIPMENT					
W0134	WITMER ASSOCIATES, INC.	19-01043	EQUIP. CO#4	740.00	0.00	
M0090	MES INC.	19-01046	GAS MONITORS CO#4	<u>725.64</u>	0.00	
				1,465.64		
01- -113-04 -068	WATER RESCUE					
M0090	MES INC.	19-01046	GAS MONITORS CO#4	224.36	0.00	
01- -113-05 -074	OFFICE EQUIPMENT					
C0049	CDW-GOVERNMENT	19-01080	EQUIP. DIST#1	39.69	0.00	
01- -114-05 -101	HYDRANT RENTAL					
N0007	N.J. AMERICAN WATER CO.	19-01154	9/19 HYDRANTS	7,622.43	0.00	
01- -119-01 -274	PHYSICALS					
E0073	ELITE CLUB USA	19-01137	PHYSICAL FITNESS	260.00	0.00	
D0185	DYNAMIC TESTING SERVICE	19-01138	TESTING INV#11795	440.00	0.00	
M0080	MERIDIAN OCCUPATIONAL HEALTH	19-01166	CIRRINCIONE,HOOPS,CO#4	<u>13,535.00</u>	0.00	
				14,235.00		
01- -119-05 -272	LEGAL					
L0012	LA CORTE, BUNDY, VARADY	19-01142	PROFESSIONAL SERVICES	810.00	0.00	
K0035	KELAHAR, VAN DYKE & MORIARTY	19-01159	PROFESSIONAL SERVICES DIST#1	<u>8,611.00</u>	0.00	
				9,421.00		
01- -120-05 -311	LEGAL NOTICES					
N0115	NEW JERSEY ADVANCE MEDIA, LLC	19-01143	DIST#1 BUDGET WORKSHOP	17.05	0.00	
G0032	GANNET NEW JERSEY NEWSPAPERS	19-01161	AUDIT,UCC,BUDGET WORKSHOPS	<u>214.00</u>	0.00	
				231.05		

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2019 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- -124-01 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	19-01096	PHYSICAL FITNESS	355.00	0.00	
K0130	KS FITNESS CENTER	19-01110	PHYSICAL FITNESS	550.00	0.00	
				<u>905.00</u>		
01- -124-05 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	19-01096	PHYSICAL FITNESS	80.00	0.00	
01- -124-05 -450	MEALS					
H0020	HALLIWELL, DAWN	19-01149	REIMB. MEALS	30.85	0.00	
01- -125-01 -487	TURNOUT GEAR					
M0090	MES INC.	19-01082	HELMETS	948.00	0.00	
01- -125-05 -487	CLOTHING					
M0070	MEN'S WEARHOUSE, INC.	19-01070	COMM. TUTELA UNIFORM	139.98	0.00	
01- -126-01 -529	FUEL					
P0148	POINT BAY FUEL, LLC	19-01140	09/19 FUEL ACCT#104124	417.40	0.00	
R0087	RIGGINS, INC.	19-01150	FUEL DIST#1 ACCT#71520842	1,205.34	0.00	
P0110	PETROLEUM TRADERS CORPORATION	19-01151	FUEL DIST#1 ACCT#991249/1	<u>1,505.92</u>	0.00	
				3,128.66		
01- -126-05 -529	FUEL					
P0110	PETROLEUM TRADERS CORPORATION	19-01151	FUEL DIST#1 ACCT#991249/1	123.79	0.00	
01- -126-08 -529	FUEL					
P0110	PETROLEUM TRADERS CORPORATION	19-01151	FUEL DIST#1 ACCT#991249/1	163.66	0.00	
01- -126-10 -529	FUEL					
P0110	PETROLEUM TRADERS CORPORATION	19-01151	FUEL DIST#1 ACCT#991249/1	27.13	0.00	
01- -127-01 -567	COMMUNICATIONS					
R0012	RACKSPACE US, INC.	19-01134	EMAIL SEP ACCT#030-34971557175	811.80	0.00	
F0171	4X TECHNOLOGIES, LLC	19-01163	10/19 SERVICES DIST#1	<u>407.80</u>	0.00	
				1,219.60		
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
R0012	RACKSPACE US, INC.	19-01134	EMAIL SEP ACCT#030-34971557175	241.70	0.00	
F0171	4X TECHNOLOGIES, LLC	19-01163	10/19 SERVICES DIST#1	<u>234.99</u>	0.00	
				476.69		
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
F0073	FIRE AND SAFETY SERVICES, LTD.	19-00964	WINDOW #2624	83.33	0.00	
W0134	WITMER ASSOCIATES, INC.	19-01043	EQUIP. CO#4	20.00	0.00	
U0065	UPS	19-01167	SHIPPING ACCT#E5400F	<u>28.02</u>	0.00	
				131.35		
01- -128-05 -607	OFFICE SUPPLIES/SHIPPING					
O0070	OCEAN DATA FORMS	19-01153	BUSINESS CARDS DIST#1	111.00	0.00	
01- -129-01 -647	REFURBISHING					
E0194	ESI EQUIPMENT, INC.	19-01033	2561 REFURB	1,496.00	0.00	

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Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -129-01 -648	VEHICLE REPAIR					
F0073	FIRE AND SAFETY SERVICES, LTD.	19-00964	WINDOW #2624	479.24	0.00	
S0025	SAFELITE AUTO GLASS	19-01121	#2624 WINDOW	209.99	0.00	
P0220	PRESTIGE AUTO SPA	19-01133	CAR WASH	9.97	0.00	
E0004	E.R.S. FLEET REPAIR, INC.	19-01168	2525,2716	15,367.08	0.00	
				16,066.28		
01- -129-01 -649	EQUIPMENT REPAIR					
D0112	DIVERS TWO INC.	19-01148	SCUBA HYDRO	10.00	0.00	
01- -129-01 -651	TURNOUT GEAR CLEAN/REPAIR					
M0135	MINERVA CLEANERS	19-01089	GEAR REPAIRS CO#1 & CO#4	621.25	0.00	
01- -129-01 -652	SCOTTS REFILL/REPAIR					
M0090	MES INC.	19-01106	REPAIRS CO#3	934.40	0.00	
01- -129-01 -653	EXTINGUISHER REFILL/REPAIR					
D0112	DIVERS TWO INC.	19-01148	SCUBA HYDRO	860.45	0.00	
01- -129-05 -648	VEHICLE/EQUIPMENT REPAIRS					
T0125	TOMS RIVER CAR WASH	19-01155	CAR WASH	7.50	0.00	
01- -129-05 -655	MAINTENANCE SERVICES					
S0300	STEWART BUSINESS SYSTEMS	19-01136	COPIER MAINT. DIST#1	344.21	0.00	
01- -131-05 -730	TESTIMONIALS					
S0165	SKIP'S FLORIST	19-01119	KUBIEL	84.95	0.00	
	Fund Total:			75,087.03		
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Total Charged Lines:	61	Total List Amount:	75,087.03	Total Void Amount:	0.00	