

MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
TOMS RIVER FIRE COMPANY NO.2
JANUARY 02, 2020

Commissioner Convery called a regular meeting to order at 6:45 p.m. (following public hearing) with a Salute to the Flag. A moment of silence was observed for the passing of Robert Hoehn and prayers for Jake Newman.

Financial Clerk Dawn Halliwell and Attorney VanDyke present.
Bisceglie present to take minutes

BIDS-None

APPROVING THE MINUTES

Motion Tutela second Autenrieth to approve the December 18, 2019 minutes providing a copy is made available for inspection by the public during this meeting.

Ayes-4 Abstain-0 **CARRIED**

REPORTS OF COMMITTEES

COMMUNICATION –No report

FIRE PREVENTION BUREAU- Autenrieth stated there is no progress with contract negotiations.

FIRE ACADEMY- Latshaw stated there have been several issues with the heating and air system, cascade system both have been fixed. Retraining the personnel using the equipment to prevent future issues. After budget passes projects can move forward.

POLICE/EMERGENCY MANAGEMENT- No report

LEGISLATION – No report

INSURANCE- No report

FIRST AID SQUADS No report

FIRE OFFICERS ASSOCIATION- No report

TOWNSHIP COUNCIL AND MAYOR- Convery spoke with Mayor Kelaher who stated he is going to miss the fire service.

VEHICLE REPAIR/NEW APPARATUS –Tutela stated there were several vehicles out for repair all are back with the exception of 2705. Convery asked Chief Cirz if there were any issues with their heavy rescue. Chief Cirz was unaware of any issues.

ATTORNEY REPORT- No report

REPORTS OF FIRE OFFICERS

DISTRICT CHIEF GOLDEN- (See inserted report) Golden added that this month there will be rehab training on January 14th and January 28th.

CO. 1 CHIEF VICIDOMINI –Vicidomini stated it was a busy year with approximately 850 calls. He advised the board Jake Newman is currently at CMC and is not doing well. The plan is to escort him from hospital back to his residence. If any of the officers would like to be part of the escort to contact him.

CO. 2 CHIEF CIRZ–Cirz stated all are very aware of the tragic loss of Robert Hoehn. Tentative date for service is Wednesday 2 to 9 with the firemen's service at 7:00p.m. Carmona-Bolen and the funeral service from 10a.m. to 11:00 a.m. at Saint Joseph cemetery. Will keep all updated.

CO. 3 CHIEF CALVO – Calvo on behalf of his fire department expressed his condolences to Co.2 for their loss.

CO.4 CHIEF GORESH- Goresh looked forward to another year. And also expressed his condolences for Co.2 loss. Thanked all fire departments that helped with the small one room fire.

ISLAND HEIGHTS- No representation

SEASIDE HEIGHTS- No representation

FIRE OFFICERS ASSOCIATION- No report

REMOVALS FROM THE ROLLS – None

APPLICATIONS FOR MEMBERSHIP- None

UNFINISHED BUSINESS

ASSISTANT CHIEF VEHICLES- Tutela stated there was a discussion at the last meeting re: assistant chief vehicles. Tutela read aloud Administrator Kubiel' s proposal:

1. Place \$82,000 in the 2021, 2022, 2023 and 2024 budget as reserved capital for future expenditures.
2. In 2023 ask the question to buy the vehicles. If they question gets approved, then you purchase the vehicles the following year.
3. In 2024- Ocean Beach, 2025 East Dover and 2026 Toms RiverNo.1 and No.2, these station respond together and already have two chiefs responding.

Explanation on how the capital/budget process works. Lengthy discussion followed with concerns on the length of time proposed to purchase the vehicles. The fire officer's association feel assistant chief vehicles are a priority over non-essential vehicles. Tutela stated the commissioners are looking into the best way to fund. Tutela continued to state after listening to all the concerns the fire officers have he is willing to go back to the administrator to see if this can be placed on the ballot for 2022 and purchase in 2023.

Autenrieth recommended placing on the ballot for this year 2020 so the first one can be purchased in 2021.

Motion Autenrieth second Latshaw to place one vehicle on the 2020 ballot for \$55,000 to be purchased in 2021.

ROLL CALL VOTE

Latshaw-Yes Tutela -No
Autenrieth-Yes Sipe-Absent
Convery-No

FAILED

Motion Tutela second Latshaw to place one vehicle on the 2021 ballot to be purchased in 2022.

ROLL CALL VOTE

Latshaw-Yes Tutela -Yes
Autenrieth-Yes Sipe-Absent
Convery-Yes

CARRIED

Latshaw stated they will start reallocating bureau vehicles as they come out of service.

NEW BUSINESS

RESOLUTION AUTHORIZING TEMPORARY BUDGET FOR 2020 NOT TO EXCEED 14% A resolution was presented, Motion Tutela second Latshaw authorizing a temporary budget for 2020 not to exceed 14%. (See inserted resolution)

ROLL CALL VOTE

Latshaw-Yes Tutela -Yes
Autenrieth-Yes Sipe-Absent
Convery-Yes

CARRIED

REQUEST FOR CAPTAIN BRIAN ONEIL TO ATTEND CONFERENCE- Chief Cirz is requesting authorization to send Captain O'Neill to the Fire Department Instructors Conference (FDIC) in lieu of him attending conference.

Motion Autenrieth second Latshaw authorizing Brian O'Neill to attend Fire Department Instructors Conference in place of Chief Cirz. Ayes – 4 Nays – 0 CARRIED

RESOLUTION CONFERENCE –A resolution was presented, Motion Tutela second Autenrieth authorizing payment for reimbursement to John Genovese of the fire district towards his expenses and incidentals for the Motorola Solutions Technical Training to be held April 27-May 1st 2020. (See inserted resolution)

ROLL CALL VOTE

Latshaw-Yes Tutela- Yes
Autenrieth-Yes Sipe-Absent
Convery-Yes

CARRIED

BILLS

Motion Autenrieth second Latshaw to approve the bill list for January 2nd 2019 (SEE INSERTED LIST) Ayes – 4 Nays – 0 CARRIED

PARTICIPATION BY THE PUBLIC-None

PRIVATE EXECUTIVE SESSION- Motion Latshaw second Tutela to go into Private Executive Session at 8:20p.m. Ayes – 4 Nays – 0 **CARRIED**

Matters Relating to Collective Bargaining Agreements: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body

Motion Autenrieth second Latshaw to go into open session at 8:30 p.m.

Ayes - 4 Nays -0 CARRIED

Motion Autenrieth second Latshaw to give John Genovese same increase as the District No.1 clerical staff.

Ayes - 4 Nays -0 CARRIED

There being no further business, motion Autenrieth second Tutela to close the meeting @ 8:35 p.m. Ayes - 4 Nays -0 CARRIED

Respectfully submitted

Richard Tutela, Clerk

Toms River Township District #1

Jim Golden, District Chief

Monthly Report Thursday January 2nd 2020

Emergency Responses

- N/A

Meetings Attended

- 12-2 Ocean County Chiefs meeting –Station75
- 12-4 District 1 Commissioners meeting Station 28
- 12-11 Joint Board Meeting –Tom River Fire Academy

Training

- 12-1 Drill ground instructor –Monmouth county fire academy
- 12-13 Human Behavior and terrorism – NJ office of Homeland security and preparedness

Respectfully submitted

James Golden

District Chief

RESOLUTION

TEMPORARY BUDGET

January 2, 2020

WHEREAS, the Commissioners of Fire District No. 1 in the Township of Toms River, County of Ocean, New Jersey, have called for the use of appropriations pursuant to N.J.S. 40A:14-78.17; and

WHEREAS, the Commissioners of Fire District No. 1 have determined that there is a need for public expenditure to protect or promote the public health, safety, morals and welfare of the community; and

WHEREAS, the total appropriations for the temporary budget will not exceed fourteen (14%) percent expenditure provisions set forth in N.J.S. 40A:14-78; and

WHEREAS, there exists a need for additional appropriations to pay salaries, current operating expenses, outstanding bills and expenses incurred by the Fire District No. 1 which are set forth in the temporary budget which is made a part hereof; and

WHEREAS, without the appropriations, the Commissioners of Fire District No. 1 will be without funds to pay any and all current bills, as well as future bills that will be incurred during the period of time up until the new election which is scheduled for February 15, 2020; and


WHEREAS, the Commissioners of Fire District No. 1 have determined that there exists a need to request these appropriations based upon the facts as set forth above and are satisfied that there is a need for the expenditure to protect and promote the public health, safety, morals and welfare of the community.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Fire District No. 1 of Toms River Township as follows:

The total of the appropriations so made shall not exceed 14% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year.

CERTIFICATION

I, Richard Tutela, 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 January 2, 2020.


RICHARD TUTELA, 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 2, 2020

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 Motorola Solutions Technical Training to be held April 27th - May 1st 2020; 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

I, Richard Tutela, Clerk of the Toms River Township Board of Fire Commissioners District No. 1 hereby certify the above to be a true copy of a resolution duly adopted by the Toms River Board of Fire Commissioners District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey at its meeting held on January 2, 2020.


George Convery, Chairman


Richard Tutela, Clerk

A certified copy of this resolution shall be provided by the Toms River Board of Fire Commissioners District No. 1 the following parties:

Business Administrator
Board Attorney
John Genovese

January 2, 2020
03:04 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2019-2020 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 12/31/20 | Exempt: Y |
| Prior Year Only: N | | | | Include Non-Budgeted: Y |
| 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. | 20-00010 | 01/20 INS. CUSTOMER #04P2972 | 142.94 | 0.00 | |
| H0110 | HORIZON BLUE CROSS/BLUE SHIELD | 20-00011 | 01/20 HEALTH | 19,851.13 | 0.00 | |
| H0033 | HARTFORD INSURANCE COMPANY | 20-00018 | 01/20 INSURANCE GROUP #680338 | 527.62 | 0.00 | |
| | | | | 20,521.69 | | |
| 01- -112-05 -026 | LIFE INSURANCE | | | | | |
| S0220 | SPECIALTY BENEFITS | 20-00002 | 1ST QTR INSURANCE G-2276-096 | 8,404.52 | 0.00 | |
| 01- -112-05 -029 | ACCIDENT/SICKNESS | | | | | |
| V0101 | VFIS OF NEW JERSEY | 20-00007 | 2020 ACCIDENT & SICKNESS | 11,106.00 | 0.00 | |
| 01- -113-01 -063 | HOSE & NOZZLES | | | | | |
| U0041 | UNION FIRE EQUIPMENT CORP. | 19-01169 | EQUIP. CO#3 | 4,051.50 | 0.00 | |
| 01- -113-10 -074 | OFFICE EQUIPMENT | | | | | |
| T0065 | TESSCO | 19-01125 | REPEATERS | 6,480.33 | 0.00 | |
| 01- -113-10 -078 | COMPUTER PROGRAMS | | | | | |
| E0084 | EMERGENCY REPORTING | 20-00013 | FIRE/EMS SOFTWARE | 3,744.00 | 0.00 | |
| 01- -114-05 -101 | HYDRANT RENTAL | | | | | |
| S0337 | SUEZ WATER T.R. | 19-01515 | 12/19 ACCT#04402764900000 | 20,903.56 | 0.00 | |
| 01- -115-05 -136 | RENT/LEASE | | | | | |
| T0120 | TOMS RIVER BD. OF EDUCATION | 20-00009 | RENT JAN-MAR 2020 SUITE 306 | 5,620.62 | 0.00 | |
| P0130 | PITNEY BOWES INC. | 20-00016 | POSTAGE/RENTAL DIST#1 | 69.00 | 0.00 | |
| | | | | 5,689.62 | | |
| 01- -119-01 -274 | PHYSICALS | | | | | |
| M0080 | MERIDIAN OCCUPATIONAL HEALTH | 19-01498 | ENNIS,QUINLAN | 1,406.00 | 0.00 | |
| 01- -122-05 -386 | CONFERENCES | | | | | |
| H0020 | HALLIWELL, DAWN | 19-01523 | PETTY CASH | 38.50 | 0.00 | |
| 01- -123-05 -416 | DUES/SUBSCRIPTIONS | | | | | |
| N0150 | NEW JERSEY MOTOR VEHICLE COMM. | 20-00001 | 2020 ADM. FEE | 150.00 | 0.00 | |
| G0134 | GOVERNMENTAL PURCHASING | 20-00006 | KUBIEL DUES | 100.00 | 0.00 | |
| | | | | 250.00 | | |
| 01- -125-01 -487 | TURNOUT GEAR | | | | | |
| M0090 | MES INC. | 19-01392 | HELMETS | 3,792.00 | 0.00 | |
| N0135 | NEW JERSEY FIRE EQUIPMENT CO. | 19-01457 | NAME PATCH THEOBOLD | 54.00 | 0.00 | |
| | | | | 3,846.00 | | |

| Expend Account Vendor | Description | P.O. Id | P.O. Description | Amount | Void Amount | PO Type |
|---|---------------------------|----------------------------------|--|---|----------------------|---------|
| 01- -126-01 -533 C0049 CDW-GOVERNMENT | BATTERIES | 19-01482 | GETAC BATTERY | 264.27 | 0.00 | |
| 01- -127-01 -567 00207 OPTIMUM V0010 VERIZON WIRELESS V0010 VERIZON WIRELESS | COMMUNICATIONS | 19-01517 19-01520 19-01521 | 12/19 ACCT#07867-114249-01-2 ACCT#320580493-00001 ACCT#920642692-00001 | 156.59 760.44 171.00 <u>1,088.03</u> | 0.00 0.00 0.00 | |
| 01- -127-05 -567 C0149 COMCAST CABLE V0010 VERIZON WIRELESS | COMMUNICATIONS/UTILITIES | 19-01508 19-01521 | ACCT#8499 05 194 0622198 ACCT#920642692-00001 | 275.40 <u>254.96</u> 530.36 | 0.00 0.00 | |
| 01- -128-01 -606 T0065 TESSCO | OFFICE SUPPLIES/SHIPPING | 19-01125 | REPEATERS | 300.09 | 0.00 | |
| 01- -129-01 -651 M0135 MINERVA CLEANERS | TURNOUT GEAR CLEAN/REPAIR | 19-01502 | REPAIRS CO#1,CO#2,CO#3 | 1,908.00 | 0.00 | |
| 01- -129-05 -655 E0042 EDMUNDS & ASSOCIATES, INC. | MAINTENANCE SERVICES | 20-00008 | 2020 MAINTENANCE | 5,685.00 | 0.00 | |
| 01- -130-05 -290 P0070 PAYCHEX INC. | PAYROLL SERVICES | 19-01514 | 12/19 PAYROLL | 500.60 | 0.00 | |
| Fund Total: | | | | 96,718.07 | | |
| Total Charged Lines: 46 Total List Amount: | | | | 96,718.07 | Total Void Amount: | 0.00 |

FUNDS RECEIVED AND DEPOSITED

| <u>FROM:</u> | <u>CK#:</u> | <u>FOR:</u> | <u>AMOUNT:</u> |
|-------------------------------|--------------------|---------------------------------------|-----------------------|
| Toms River Board of Education | 278782 | Imprest fund | 1,500.00 |
| Municipibid | 38994150 | Sale of joint cascade unit | 700.00 |
| Borough of Beachwood | 50644 | Fire Academy fees | 295.00 |
| Jackson Fire Dist#3 | 5279 | Fire Academy fees | 900.00 |
| Jackson Fire Dist#4 | 5536 | Fire Academy fees | 840.00 |
| Stephen Gray | 274 | Fire Academy fees | 50.00 |
| Lakewood Fire Dist#1 | 20374 | Fire Academy fees | 390.00 |
| O.C. JIF | 76254 | Insurance claim #2525 | 11,076.18 |
| Toms River Fire Dist#2 | 30736 | Joint bills 12/19 & Jt. Adm fee | 101,651.68 |
| Stafford Fire Co. #1 | 2700 | Fire Academy fees | 150.00 |
| Wall Fire Dist#2 | 12006 | Fire Academy fees | 150.00 |
| Toms River Township | 105310 | Taxes 4th qtr. 2019 | 1,734,378.55 |
| Kieran Flynn | 520 | Health benefits 1st qtr. 2020 | 622.80 |
| Tammy Davicsin | 513 | Reimburse charges for cancelled conf. | 105.00 |