

**MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
EAST DOVER FIRE COMPANY
MARCH 4, 2020**

Commissioner Convery called a regular meeting to order at 7:00 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	Minkler-present
Convery – present	

Administrator Kubiel present.
Bisceglie present to take minutes

BIDS-None

APPROVING THE MINUTES

Motion Tutela second Autenrieth to approve the February 19, 2020 minutes providing a copy is made available for inspection by the public during this meeting.

Ayes-4 Abstain-1 **CARRIED**
(Minkler)

REPORTS OF COMMITTEES

COMMUNICATION –Autenrieth stated Channel 6 should be back up and running within the next two weeks. Tutela stated he spoke with John Sahatjian and everything moving along.

FIRE PREVENTION BUREAU- Convery stated contract negotiations are still ongoing.

FIRE ACADEMY- Latshaw stated:

1. Still investigating the leak from the 2nd floor. Most likely coming from the HVAC unit.
2. The emergency exit door panic bar is repaired.

POLICE/EMERGENCY MANAGEMENT- Tutela stated he spoke with Lt.. Delaney from the police department to request a copy of the hazmat SOG/SOP.

LEGISLATION – No report

INSURANCE- No report

FIRST AID SQUADS No report

FIRE OFFICERS ASSOCIATION- No report

TOWNSHIP COUNCIL AND MAYOR- No report

VEHICLE REPAIR/NEW APPARATUS No report

ADMINISTRATOR KUBIEL REPORT - Kubiel stated:

1. Truck repair report in the folders for review
2. 2801 is back in service
3. The new 2517/2617 are complete and should be delivered on Friday. Requesting that the old 2517/2617 are delivered to the fire academy to prep for sale.

REPORTS OF FIRE OFFICERS

DISTRICT CHIEF GOLDEN- (See inserted report)

CO. 1 CHIEF VICIDOMINI -Progress

CO. 2 CHIEF CIRZ- Congratulated Lenny Minkler. Requesting permission to utilize gear and paks for the stair climb on March 28, 2020

CO. 3 CHIEF CALVO - Calvo stated the meeting of the Island Chiefs will be rescheduled. Polar Plunge went well. Requesting if the administrative office could look into placing the boat in the water sooner.

CO.4 CHIEF GORESH- Goresh wanted to commend all that were involved in the Silverton fire. The crews did a wonderful job. Capt. Veth did a great job in command. All involved were very professional.

ISLAND HEIGHTS- Chief McDaniel stated progress

SEASIDE HEIGHTS- No representation

FIRE OFFICERS ASSOCIATION- Progress

Kubiel stated the three annexes for the OEM plan. They will be completed tomorrow and distributed.

REMOVALS FROM THE ROLLS - Brandon Vandebek Co.1

Motion Autenrieth second Latshaw to remove Brandon Vandebek Co.1 from the rolls as a firefighter. Ayes-5 Abstain-0 **CARRIED**

APPLICATIONS FOR MEMBERSHIP- None

UNFINISHED BUSINESS-None

NEW BUSINESS

RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS PROPERTY A resolution was presented, Motion Tutela second Latshaw authorizing disposal of surplus property through auctioneering services provided by Municibid vendor state contract no. T-2581/19-GNSV1-00696 with the exception of shark cribbing. (See inserted resolution)

ROLL CALL VOTE

Latshaw-Yes Tutela -Yes
Autenrieth-Yes Minkler-Yes
Convery-Yes

CARRIED

Convery asked if any chiefs are in need of shark cribbing. It was recommended holding off on that item only for a month to see if any chief wanted it.

RESOLUTION ENTERING INTO CONTRACT WITH STEWART BUSINESS MACHINES A resolution was presented, Motion Tutela second Autenrieth authorizing contract with Stewart Business Systems for printer maintenance, repairs and supplies. (See inserted resolution)

ROLL CALL VOTE

Latshaw-Yes Tutela- Yes
Autenrieth-Yes Minkler-Yes
Convery-Yes

CARRIED

RESOLUTION AUTHORIZING DONATION OF (1) HUMVEE FROM TOMS RIVER POLICE DEPARTMENT –A resolution was presented, Motion Autenrieth second Tutela accepting donation of (1) Humvee from the Toms River Police Department pursuant to N.J.S.A. 40a:11-36.
(See inserted resolution)

ROLL CALL VOTE

Latshaw-Yes Tutela-Yes
Autenrieth-Yes Minkler-Yes
Convery-Yes

CARRIED

Motion Tutela second Minkler authorizing air paks and gear to be used for the stair climb in Philadelphia on March 28, 2020 Ayes – 5 Nays – 0 **CARRIED**

BILLS

Motion Autenrieth second Latshaw to approve the bill list for March 4, 2020 (SEE INSERTED LIST) Ayes – 5 Nays – 0 **CARRIED**

PARTICIPATION BY THE PUBLIC- Gary Simone Sr. asked if there is any involvement with the board of fire commissioners as it relates to the downtown area and building of a fire house. Convery stated himself and Latshaw have a meeting on Friday to discuss.

Andy Goresh asked if decision was made at what age the chief's cars are being replaced. Convery stated 7 to 10 years but depends on the maintenance repairs and cost of such vehicles. Discussion followed with Chief Goresh questioning the status of the older vehicles i.e. 2700/2600 and passing them down to the assistant chiefs. Tutela stated there is little or no maintenance on those vehicles so they have not even been on the radar. Discussion followed.

An Attorney from the firm Davison, Eastman, Munzo and Paone ,who submitted an RFP for attorney, just wanted to introduce himself and asked if the board had any questions. Kubiel stated they will be re advertising and setting up interviews within the next week or two.

PRIVATE EXECUTIVE SESSION- Motion Latshaw second Tutela to go into Private Executive Session at 7:40p.m. Ayes – 5 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

Convery stated they are not going to appoint a District Chief tonight. The commissioners will review the applicants and appoint at the 2nd meeting in March.

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

Ayes - 5 Nays -0 **CARRIED**

There being no further business, motion Autenrieth second Tutela to close the meeting @ 8:35 p.m. Ayes - 5 Nays -0 **CARRIED**

Respectfully submitted

Richard Tutela, Clerk

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARD OF FIRE
COMMISSIONERS DISTRICT No.1, COUNTY OF OCEAN, STATE OF NEW
JERSEY, ACCEPTING A DONATION OF (1) HUMVEE FROM THE TOMS RIVER
POLICE DEPARTMENT PURSUANT TO N.J.S.A. 40A:11-36(2)**

MARCH 4, 2020

WHEREAS, the Toms River Board of Fire Commissioners District No. 1 is accepting a donation of one (1) 1989 AM General Humvee, VIN No. 66527, from the Toms River Police Department by donation to Toms River Board of Fire Commissioners District No. 1, Toms River, New Jersey; and

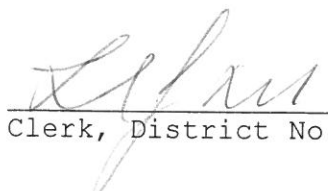
WHEREAS: N.J.S.A. 40A:11-36(2), allows for the transfer of personal property to another contracting unit without advertising for public bid or auction; and

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

1. Pursuant to N.J.S.A. 40A:11-36(2), it hereby authorizes the Toms River Board of Fire Commissioners to accept one (1) 1989 AM General M998 Humvee, VIN No. 66527, by donation from the Toms River Police Department, Township of Toms River, State of New Jersey.
2. A certified copy of this resolution shall be provided to each of the following:
 - a) Township of Toms River Purchasing Division
 - b) Board Attorney
 - c) Toms River Police Department

CERTIFICATION

I, Leonard Minkler, 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 March 4, 2020.



Clerk, District No.1

Date: 03-04-20

RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARD OF FIRE COMMISSIONERS
DISTRICT NO.1 IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN, STATE OF
NEW JERSEY, AUTHORIZING DISPOSAL OF SURPLUS PROPERTY THROUGH
AUTIONEERING SERVICES PROVIDED BY MUNICIBID., VENDOR WITH STATE
CONTRACT NO. T-2581/19-GNSV1-00696.

March 4, 2020

WHEREAS, the Toms River Board of Fire Commissioners District No. 1 is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Toms River Board of Fire Commissioners District No. 1 are desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Toms River Board of Fire Commissioners District No. 1 in the Township of Toms River, County of Ocean, and State of New Jersey as follows:

- (1) The sale of the surplus property shall be conducted through Municibid pursuant to State Contract T2581/19-GNSV1-00696 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with Municibid. are available online at www.municibid.com and also available from the Toms River Board of Fire Commissioners District No. 1 Administration Office, 1144 Hooper Avenue, Suite 306, Toms River, New Jersey 08753
- (2) The sale will be conducted online and the address of the auction site is www.municibid.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9
- (4) A list of the surplus property to be sold is as follows:
 - 1) Assorted Pike Poles
 - 2) Axe and Portable Pic-Axe
 - 3) Assorted Fire Hose
 - 4) (2) Spreaders
 - 5) O2 Regulators
 - 6) Oxygen/Acetylene Regulators
 - 7) Haz Mat Kit
 - 8) Lights
 - 9) Elbows and Caps
 - 10) TFT Nozzles
 - 11) Shark Cribbing

RESOLUTION OF THE TOMS RIVER BOARD OF FIRE COMMISSIONERS DISTRICT NO, 1,
COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING CONTRACT TO STEWART
BUSINESS SYSTEMS FOR PRINTER MAINTENANCE, REPAIRS AND SUPPLIES FOR THE FIRE
DISTRICT IN THE AMOUNT NOT TO EXCEED \$2,500.00
MARCH 4, 2020

WHEREAS, there exists a need for printer maintenance, repairs and supplies for all printers owned by the Toms River Board of Fire Commissioners District No. 1; and

WHEREAS, the maximum amount of the contract to be awarded under this resolution shall not exceed \$2,500.00 for CY2020; and

WHEREAS, Stewart Business Systems has provided services to the Toms River Board of Fire Commissioners District No. 1 in the past, and find their services to be professional and responsive:

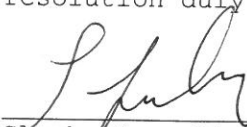
NOW, THEREFORE, BE IT RESOLVED by the Toms River Board of Fire Commissioners District No.1 of the Township of Toms River, County of Ocean, and State of New Jersey, as follows:

1. It hereby retains Stewart Business Systems, for the aforesaid purpose as outlined hereinabove, in the total maximum amount not to exceed \$2,500.00 for CY2020, commencing on April 1, 2020 up to and including March 31, 2021 and funds in the amount not to exceed \$2,500.00 are available in Account No. 12805607 and 12801606.
2. The Purchasing Agent is authorized to execute an agreement with Stewart Business Systems, which is attached herewith as Schedule "A", and made part hereof. The agreement will be kept on file in the Toms River Board of Fire Commissioners District No. 1 Administration Office upon execution.
3. A certified copy of this resolution shall be provided by the Toms River Board of Fire Commissioners District No. 1 Administration Office to each of the following:
 - A. Board Attorney
 - B. Stewart Business Systems
6000 Irwin Road
Princeton, New Jersey 08054

SCHEDULE "A"
"SEE ATTACHMENTS"

CERTIFICATION

I, Leonard Minkler, 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 4th day of March, 2020.


Clerk, Toms River Fire District No.1

Date: 03-04-20

Toms River Township District #1

Jim Golden, District Chief

Monthly Report Monday MARCH 4TH 2020

Emergency Responses

- 2-7 1600 RT 37 West (wawa) Structure invest
- 200 Corp circle – Structure invest

Meetings Attended

- 2-3 Ocean County Chiefs Meeting – Station 30
- District 2 Commissioners meeting –Station 27
- Joint board meeting – TRFA
- 2-19 joint chiefs meeting –Station 25

Training

- 2-11 station 26 live burn – TRFA
- 2-25 LIVE BURN 25-26 STAION 28 props upstairs –TRFA
- 2-26-2-28 National occupational cancer symposium –
Miami Florida

Respectfully submitted.

James Golden
District Chief

TOMS RIVER TOWNSHIP BOARD OF FIRE COMMISSIONERS DISTRICT NO. 1
CRITERIA FOR SUBMISSION OF QUALIFICATIONS FOR
PROFESSIONAL AND OTHER CONTRACTS
UNDER THE FAIR AND OPEN PRACTICE

NOTICE IS HEREBY GIVEN, for applicants for the positions of Fire District Auditor and Attorney as included in a notice of publication authorized by the Toms River Township Board of Fire Commissioners District No. 1 by Motion of March 4, 2020 for submission of qualifications. The Toms River Township Board of Fire Commissioners District No.1 shall take into consideration the following factors, which will be weighted by the Toms River Township Board of Fire Commissioners District No.1 as the basis of awarding contracts for professional services most advantageous to the Toms River Township Board of Fire Commissioners District No. 1:

I. Resume and letter application for either Auditor or Attorney including all documentation that provides the following for evaluation by the Toms River Township Board of Fire Commissioners District No. 1:

- Experience, qualifications and reputation in the field for the position sought
- Knowledge of the area of expertise for the position sought
- Willingness to accept the fee schedule promulgated by the Toms River Township Board of Fire Commissioners District No. 1.
- Availability to accommodate any required meeting of the Toms River Township Board of Fire Commissioners District No. 1.
- Designated professional and support staff and location of firm's offices
- References in general and in particular regarding the professional contractor

II. Selection of professionals shall be based solely upon the evaluation by the Toms River Township Board of Fire Commissioners District No. 1 of the submitted material. The Board of Fire Commissioners reserves the right to set the terms and conditions of the contract with the successful firm or firms to obtain the most advantageous situation of the Board of Fire Commissioners.

III. Applicants shall submit all materials in a sealed envelope addressed to Brian Kubiel, Toms River Township Fire Commissioners District No. 1, 1144 Hooper Ave Suite 306, Toms River, New Jersey, 08753, to be received on or before 12:00 p.m. on March 13, 2020.

Submit (2) two original paper copies,
Faxed or E-Mailed proposals will NOT be accepted.

March 4, 2020
03:11 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 Exempt: Y
Rcvd Batch Id Range: First to Last Encumbrance Date Range: First to 12/31/20 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					
H0110	HORIZON BLUE CROSS/BLUE SHIELD	20-00147	02/20 HEALTH	19,851.13	0.00	
U0046	UNITED HEALTHCARE INS. CO.	20-00148	03/20 INS. CUSTOMER #04P2972	142.94	0.00	
H0033	HARTFORD INSURANCE COMPANY	20-00188	03/20 INSURANCE GROUP #680338	532.70	0.00	
B0074	BENECARD SERVICES, INC.	20-00247	03/20 PRESCRIPTION PLAN#1319	5,223.85	0.00	
				<u>25,750.62</u>		
01- -113-05 -074	OFFICE EQUIPMENT					
V0010	VERIZON WIRELESS	20-00195	ACCT#920642692-00001	44.99	0.00	
01- -114-05 -101	HYDRANT RENTAL					
S0337	SUEZ WATER T.R.	20-00183	02/20 ACCT#04402764900000	20,248.96	0.00	
01- -116-05 -172	INSURANCE PREMIUMS					
C0146	CONNER STRONG & BUCKELEW	20-00152	TREASURER'S BOND	2,515.00	0.00	
01- -117-05 -211	LICENSES					
P0210	POWER DMS, INC.	20-00112	2020 LICENSING RENEWAL	7,489.80	0.00	
01- -119-05 -273	CONSULTANT					
V0101	VFIS OF NEW JERSEY	20-00162	GASB REPORTING	750.00	0.00	
01- -119-05 -275	TEMP. PROFESSIONAL SERVICE					
O0003	O'BRIEN'S RESPONSE MANAGEMENT	19-01544	FEMA ASSISTANCE	120.00	0.00	
01- -123-05 -416	DUES/SUBSCRIPTIONS					
N0150	NEW JERSEY MOTOR VEHICLE COMM.	20-00241	REGISTRATION/TITLE #2717	60.00	0.00	
01- -124-01 -446	TRAINING					
R0130	ROWAN COLLEGE OF SOUTH JERSEY	20-00145	GRAFF FF 1 CLASS	150.00	0.00	
01- -124-05 -446	TRAINING					
B0012	BANK OF AMERICA	20-00181	PROCUREMENT CARD PURCHASES	359.00	0.00	
01- -125-01 -487	TURNOUT GEAR					
C0172	CONTINENTAL FIRE & SAFETY	19-01483	BOOTS	412.50	0.00	
M0090	MES INC.	20-00171	INTERCEPTOR NOMEX HOODS	1,392.00	0.00	
				<u>1,804.50</u>		
01- -126-01 -531	SUPPLIES					
G0155	GRAINGER	20-00175	STEEL S HOOKS	2.76	0.00	
01- -126-05 -533	BATTERIES					
C0049	CDW-GOVERNMENT	20-00039	BATTERY DIST#1	164.70	0.00	

March 4, 2020
03:11 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2019-2020 Purchase Order Listing By Expenditure Account

Page No: 2

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -127-01 -567	COMMUNICATIONS					
F0171	4X TECHNOLOGIES, LLC	20-00140	02/20 SERVICES DIST#1	407.80	0.00	
V0010	VERIZON WIRELESS	20-00185	ACCT#320580493-00001	760.44	0.00	
V0010	VERIZON WIRELESS	20-00195	ACCT#920642692-00001	170.12	0.00	
O0207	OPTIMUM	20-00197	02/20 ACCT#07867-114249-01-2	156.67	0.00	
				1,495.03		
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
F0171	4X TECHNOLOGIES, LLC	20-00140	02/20 SERVICES DIST#1	234.99	0.00	
C0149	COMCAST CABLE	20-00160	ACCT#8499 05 194 0622198	280.96	0.00	
V0010	VERIZON WIRELESS	20-00195	ACCT#920642692-00001	253.83	0.00	
				769.78		
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
E0069	ELECTRONIC MEASUREMENT LAB INC	20-00178	GAS DETECTORS CO#1 & CO#4	40.91	0.00	
U0065	UPS	20-00245	SHIPPING ACCT#E5400F	14.76	0.00	
				55.67		
01- -129-01 -648	VEHICLE REPAIR					
S0093	SERVICE TIRE TRUCK CENTERS INC	20-00139	TIRES #2829	234.00	0.00	
J0014	J & R PRO AUTOMOTIVE	20-00157	2800 REPAIRS, 2700 OIL CHANGE	616.61	0.00	
F0073	FIRE AND SAFETY SERVICES, LTD.	20-00158	SUPPLIES DIST#1	59.35	0.00	
E0004	E.R.S. FLEET REPAIR, INC.	20-00180	2501,25,2671,2701,05,21,2801	5,210.65	0.00	
E0004	E.R.S. FLEET REPAIR, INC.	20-00246	2501,2607,09,31,2801,11	20,601.58	0.00	
				26,722.19		
01- -129-01 -649	EQUIPMENT REPAIR					
N0040	NAT ALEXANDER COMPANY	20-00037	HOSE REPAIR CO#2	140.00	0.00	
E0194	ESI EQUIPMENT, INC.	20-00165	CO#3 MAINT. AGMT.	707.00	0.00	
E0069	ELECTRONIC MEASUREMENT LAB INC	20-00178	GAS DETECTORS CO#1 & CO#4	478.60	0.00	
				1,325.60		
01- -129-01 -651	TURNOUT GEAR CLEAN/REPAIR					
M0135	MINERVA CLEANERS	20-00136	REPAIRS CO#2	368.05	0.00	
01- -129-01 -652	SCOTTS REFILL/REPAIR					
D0112	DIVERS TWO INC.	19-01574	BOTTLE REPAIRS	853.00	0.00	
01- -129-01 -659	GENERATOR MAINTENANCE					
G0072	GENSERVE, INC.	20-00149	REPAIR DIST#1	487.50	0.00	
01- -129-05 -648	VEHICLE/EQUIPMENT REPAIRS					
N0215	NORWOOD AUTO PARTS	20-00156	SUPPLIES DIST#1	14.38	0.00	
01- -129-05 -655	MAINTENANCE SERVICES					
M0209	MTS SOFTWARE SOLUTIONS, INC.	20-00122	2020 MAINTENANCE CONTRACTS	3,196.50	0.00	
01- -131-05 -730	TESTIMONIALS					
S0165	SKIP'S FLORIST	20-00167	LATSHAW	60.95	0.00	
	Fund Total:			94,808.98		

Total Charged Lines: 66 Total List Amount: 94,808.98 Total Void Amount: 0.00

Expend Account	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Vendor						

FUNDS RECEIVED AND DEPOSITED

<u>FROM:</u>	<u>CK#:</u>	<u>FOR:</u>	<u>AMOUNT:</u>
Plumsted Twp. Fire Dist#1	2353	Fire Academy fees	200.00
Twp. of Springfield	25975	Fire Academy fees	350.00
Beachwood Fire Co.	1246	Fire Academy fees	200.00
Bureau of Fire Prevention	223	Bureau Revenue 1/20	25,283.20
Fire Officers Training Academy	3177	Fire Academy fees	125.00
Toms River Fire Dist#2	30790	I/T repairs/ERS reimb./Joint Bills 1/20	83,171.68
Toms River Joint Board	31317	Postage Fire Academy	86.40
Dan O'Sullivan	1277	Fire Academy fees	200.00
Tinton Falls Dist#2	5843	Fire Academy fees	450.00
Jackson Fire Dist#2	22043	Fire Academy fees	150.00
Toms River Twp.	105891	Radio Repairs	821.48
Lakewood Fire Dist#1	20472	Fire Academy fees	200.00
Toms River Fire Dist#2	30815	Joint bills 2/20	76,684.89
Ocean County JIF	76693	Return deductible for #2726	2,500.00
Berkeley Township	26860	Fire Academy fees	350.00
Toms River Twp.	106096	Reimburse radio repairs	4,500.00