

MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
1144 Hooper Ave
March 18, 2020

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 Minkler-present
Convery- present

Administrator Kubiel present
Bisceglie present to take minutes

Bids- None

APPROVING THE MINUTES

Motion Autenrieth second Tutela to approve the minutes of March 4, 2020 reorganization meeting providing they are made available for inspection by the public during this meeting. (SEE INSERTION)

Ayes-5 Nays-0 Abstain-0 **CARRIED**

Motion Autenrieth second Tutela to approve the minutes of March 4, 2020 meeting providing they are made available for inspection by the public during this meeting. (SEE INSERTION)

Ayes-5 Nays-0 Abstain-0 **CARRIED**

REPORTS OF COMMITTEES

COMMUNICATION –Kubiel stated the dispatcher room has been locked, no outside personnel will be allowed in. Communication Supervisor Sahatjian is establishing a contingency plan in response to the Covid-19 pandemic.

FIRE PREVENTION BUREAU- Kubiel stated:

1. He is meeting with Labor Law Attorney Riccio regarding contracts.
2. Received a directive from the DCA that in lieu of doing resale inspections, the Bureau can accept an affidavit that they have the smoke CO detectors and fire extinguishers. They will still collect the appropriate fee. Ken Anderson has shut down all interior UCC inspections. They are currently moving around shifts to cover inspections at the health care facilities.

FIRE ACADEMY – Latshaw stated the roof leak has been repaired. Kubiel stated the fire academy will be closed after the retake for members that did not pass FF Level 1 & 2 state examination. Rope class has been cancelled. Convery stated the cameras should be approved at the fire academy. Kubiel to work with liaisons re: cameras.

POLICE/EMERGENCY MANAGEMENT-Tutela stated the police department will not be answering CO calls. Kubiel stated after Covid-19 is over the fire service needs to be part of these meetings and discuss our dissatisfaction with the way this is being handled.

LEGISLATIVE- No report

INSURANCE- Latshaw stated one minor claim for a Bureau call.

FIRST AID SQUADS- Tutela suggested to send a letter to the first aid squads to see if they would like to discuss anything and if not to remove them as a discussion.

TOWNSHIP COUNCIL/MAYOR –No report

FIRE OFFICERS ASSOCIATION-No report

VEHICLE REPAIR/NEW APPARATUS- Tutela states everything seems to be repaired and in order.

ADMINISTRATOR KUBIEL REPORT- Kubiel stated he has met with all the department heads and chiefs regarding Covid-19. Since the fire service cannot obtain any supplies from OEM, Kubiel has reached out to local stores to obtain supplies that are needed. He continued to state that the fire service needs to start stock piling supplies for the future.

ATTORNEY REPORT- No report

APPLICATIONS FOR MEMBERSHIP-None

TRANSFER- None

REMOVALS FROM THE ROLLS- None

UNFINISHED BUSINESS-None

NEW BUSINESS -None

BILLS

Motion Autenrieth second Tutela to approve the bill list for March 18, 2020 (SEE INSERTED LIST)

Ayes – 5

Nays – 0

CARRIED

PARTICIPATION BY THE PUBLIC- None

PRIVATE EXECUTIVE SESSION- *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 required in order for the attorney to exercise his ethical duties as a lawyer.

There being no further business, motion Tutela second Autenrieth to close the meeting @ 4:49 p.m.

Ayes - 5

Nays -0

CARRIED

*Respectfully submitted
Leonard Minkler, Clerk*

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2019-2020 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
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 Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -112-05 -026	LIFE INSURANCE					
S0220	SPECIALTY BENEFITS	20-00267	2ND QTR INSURANCE G-2276-096	8,195.00	0.00	
01- -113-01 -064	TOOLS & EQUIPMENT					
H0100	HOME DEPOT	20-00292	EQUIP. CO#1	207.00	0.00	
01- -113-05 -077	BADGES/FLAGS/BANNERS					
G0025	GALLS, LLC	20-00173	LEATHER BADGE WALLET	71.16	0.00	
01- -113-10 -074	OFFICE EQUIPMENT					
S0265	STAPLES	20-00144	EQUIP. DIST#1/PRINTING F.A.	89.99	0.00	
01- -114-05 -101	HYDRANT RENTAL					
N0007	N.J. AMERICAN WATER CO.	20-00266	02/20 HYDRANTS	7,622.43	0.00	
01- -115-05 -136	RENT/LEASE					
P0130	PITNEY BOWES INC.	20-00297	POSTAGE/RENTAL DIST#1	69.00	0.00	
01- -119-01 -274	PHYSICALS					
P0215	PREFERRED BEHAVIORAL HEALTH	20-00286	EMPLOYEE ASSISTANCE PROGRAM	5,310.00	0.00	
01- -119-05 -271	AUDITOR					
H0098	HOLMAN, FRENIA, ALLISON P.C.	20-00265	2019 AUDIT	1,380.00	0.00	
01- -119-05 -272	LEGAL					
R0080	RICCIO, ARMANDO LLC	20-00254	PROFESSIONAL SERVICES	18.50	0.00	
K0035	KELAHAR, VAN DYKE & MORIARTY	20-00287	PROFESSIONAL SERVICES DIST#1	3,126.50	0.00	
L0012	LA CORTE, BUNDY, VARADY	20-00293	PROFESSIONAL SERVICES	108.00	0.00	
				<u>3,253.00</u>		
01- -120-05 -311	LEGAL NOTICES					
G0032	GANNET NEW JERSEY NEWSPAPERS	20-00294	PROF. CONTRACTS & REORG MTGS	262.85	0.00	
01- -121-05 -346	ELECTION EXPENSES					
O0023	OCEAN COUNTY BOARD	20-00301	2020 ELECTION EXPENSES	2,867.49	0.00	
01- -123-05 -416	DUES/SUBSCRIPTIONS					
L0125	LEXIS-NEXIS	20-00146	NJ REGISTER DIST#1	223.74	0.00	
01- -124-01 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	20-00249	PHYSICAL FITNESS	510.00	0.00	
K0130	KS FITNESS CENTER	20-00257	PHYSICAL FITNESS	525.00	0.00	
				<u>1,035.00</u>		

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01- -124-05 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	20-00249	PHYSICAL FITNESS	55.00	0.00	
01- -125-05 -487	CLOTHING					
F0019	FARRO'S FAR OUT TEES, INC.	20-00264	COMMISSIONER CLOTHING	308.85	0.00	
01- -126-01 -529	FUEL					
B0141	BOROUGH OF LAVALLETTE	20-00250	02/20 FUEL	94.94	0.00	
P0148	POINT BAY FUEL, LLC	20-00251	02/20 FUEL ACCT#104124	311.59	0.00	
				406.53		
01- -126-01 -531	SUPPLIES					
G0122	GOOD FRIEND ELECTRIC	20-00303	SUPPLIES CO#1	15.94	0.00	
01- -126-01 -533	BATTERIES					
A0068	AGT BATTERY SUPPLY	20-00172	EN91 BATTERIES DIST#1	319.20	0.00	
01- -127-01 -567	COMMUNICATIONS					
R0012	RACKSPACE US, INC.	20-00248	EMAIL FEB ACCT#030-34971557175	814.20	0.00	
F0171	4X TECHNOLOGIES, LLC	20-00295	03/20 SERVICES DIST#1	407.80	0.00	
				1,222.00		
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
R0012	RACKSPACE US, INC.	20-00248	EMAIL FEB ACCT#030-34971557175	262.05	0.00	
F0171	4X TECHNOLOGIES, LLC	20-00295	03/20 SERVICES DIST#1	234.99	0.00	
				497.04		
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
A0068	AGT BATTERY SUPPLY	20-00172	EN91 BATTERIES DIST#1	22.98	0.00	
W0004	W.B. MASON CO., INC.	20-00202	SUPPLIES DIST#1	59.98	0.00	
U0065	UPS	20-00299	SHIPPING ACCT#E5400F	28.32	0.00	
				111.28		
01- -128-05 -607	OFFICE SUPPLIES/SHIPPING					
P0131	PITNEY BOWES INC.	20-00150	POSTAGE DIST#1 ACCT#49712417	1,000.00	0.00	
W0044	WATCHUNG SPRING WATER CO. INC.	20-00164	WATER DIST#1	39.49	0.00	
G0025	GALLS, LLC	20-00173	LEATHER BADGE WALLET	10.95	0.00	
M0029	MARCO TECHNOLOGIES, LLC	20-00190	COPIES DIST#1	79.24	0.00	
W0004	W.B. MASON CO., INC.	20-00202	SUPPLIES DIST#1	80.34	0.00	
O0070	OCEAN DATA FORMS	20-00256	PO'S & CHECKS	451.40	0.00	
O0020	OCEAN BUSINESS MACHINES, INC.	20-00290	SERVICE SHREDDER, DATE STAMPER	388.92	0.00	
				2,050.34		
01- -129-01 -648	VEHICLE REPAIR					
O0015	OCEAN BEACH MARINE CENTERS	20-00204	REPAIR CO#3 WAVERUNNER	486.49	0.00	
L0075	LEE'S EMERGENCY EQUIPMENT	20-00291	REPAIRS 2525	536.00	0.00	
				1,022.49		
01- -129-01 -652	SCOTTS REFILL/REPAIR					
M0090	MES INC.	20-00302	REPAIRS	591.50	0.00	
01- -129-05 -655	MAINTENANCE SERVICES					
O0020	OCEAN BUSINESS MACHINES, INC.	20-00290	SERVICE SHREDDER, DATE STAMPER	300.00	0.00	

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Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -129-08 -650	RADIO REPAIR PARTS					
M0187	MOTOROLA SOLUTIONS, INC.	20-00166	REPAIRS	510.00	0.00	
01- -130-05 -290	PAYROLL SERVICES					
P0070	PAYCHEX INC.	20-00187	02/20 PAYROLL	491.60	0.00	
K0103	KRONOS, INC.	20-00263	WORKFORCE 02/20 INV#11575992	212.08	0.00	
				703.68		
01- -134-03 -745	2017 APPARATUS					
B0118	BLUE LINE EMERGENCY	19-00298	LIGHTING FOR NEW 2617 & 2517	29,686.22	0.00	
	Fund Total:			68,386.73		
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Total Charged Lines:	51	Total List Amount:	68,386.73	Total Void Amount:	0.00	