

**MINUTES**  
**TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1**  
**East Dover Fire Company**  
**September 16, 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 and Attorney Appleby present  
Bisceglie present to take minutes

**Bids-** None

**APPROVING THE MINUTES**

Motion Autenrieth second Tutela to approve the minutes of September 2, 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** – Minkler met with Supervisor Sahatjian to just check in and see if all is going well.

**FIRE PREVENTION BUREAU**- Minkler asked if the Seaside Heights Inter-Local Service agreement reference inspections has been signed yet. Kubiel stated it should be signed by Chris Vaz this week then he will bring it to District No.2 for their signature.

**FIRE ACADEMY** – Latshaw stated working on several repairs. Roof replacement will commence within the next several weeks. Classes have begun with a good turnout.

**POLICE/EMERGENCY MANAGEMENT**-No report

**LEGISLATIVE**- No report

**INSURANCE**- Tutela stated an incident over the weekend.

**TOWNSHIP COUNCIL/MAYOR** –No report

**FIRE OFFICERS ASSOCIATION**-No report

**VEHICLE REPAIR/NEW APPARATUS**- Tutela stated all is moving forward with purchase of Ocean Beach's boat.

**ADMINISTRATOR KUBIEL REPORT**- Kubiel stated:

1. The truck repair reports are in the folders for your review.
2. Chief Goresh requested blanket approval for trucks to attend a parade on October 4<sup>th</sup> for a child in Lanoka Harbor who is very sick with cancer.

Motion Autenrieth second Latshaw authorizing trucks to attend parade in Lanoka Harbor on October 4<sup>th</sup> 2020.      Ayes – 5      Nays – 0      **CARRIED**

**ATTORNEY REPORT-** No report

**APPLICATIONS FOR MEMBERSHIP-**Erika Recanzone Co.2 (pending physical)

**Motion Autenrieth second Minkler accepting Erika Recanzone Co.2 as a firefighter pending physical.**

**Ayes – 5**

**Nays – 0**

**CARRIED**

**REMOVALS FROM THE ROLLS-** Gary Dye Sr. Co.1, Matthew Dehope Co.2, Jessica McIntire Co.2  
Ashley Hollingsworth Co.2 and Christopher Cassese Co.2

**Motion Tutela second Latshaw to remove Gary Dye Sr. Co.1, Matthew Dehope Co.2, Jessica McIntire Co.2 , Ashley Hollingsworth Co.2 and Christopher Cassese Co.2**

**Ayes – 5      Nays – 0**

**CARRIED**

### **UNFINISHED BUSINESS**

**MOTION TO WAIVE INCREASE CONTRIBUTION-** Kubiel stated when they changed the health benefits for the retirees the township made a decision to waive the employees additional increase to the health benefits that commenced October 1<sup>st</sup> until January 2021. The dispatcher's contracts are governed by the town therefore they will follow that guideline. Kubiel is requesting to waive all employees additional increase until January 1, 2021.

**Motion Autenrieth second Minkler to waive all employees additional increase for their portion of the health benefits until January 1, 2021.**

**Ayes – 5**

**Nays – 0**

**CARRIED**

### **NEW BUSINESS**

#### **RESOLUTION AUTHORIZING REIMBURSEMENT FOR OCEAN COUNTY CARES ACT COVID-19**

Kubiel stated when District No.1 submitted their reimbursement directly to the federal government for COVID-19 there were certain things that are not covered. Kubiel is seeking reimbursement for those funds through the Ocean County Cares Act which are funds from the federal government but sent to the counties for distribution.

**A resolution was presented, Motion Autenrieth second Minkler authorizing the execution of the Ocean County Cares Grant Program with the County of Ocean. (See inserted resolution)**

#### **ROLL CALL VOTE**

**Latshaw-Yes      Tutela- Yes**

**Autenrieth-Yes      Minkler-Yes**

**Convery-Yes**

**CARRIED**

**MOTION TO ADVERTISE BUDGET WORKSHOP –** Motion Tutela second Latshaw authorizing to advertise budget workshop on October 7<sup>th</sup> 2020, 5:00 P.M. @ East Dover Fire Company.

**Ayes – 5**

**Nays – 0**

**CARRIED**

### **BILLS**

**Motion Autenrieth second Tutela to approve the bill list for September 16, 2020 (SEE INSERTED LIST)**

**Ayes – 5**

**Nays – 0**

**CARRIED**

**PARTICIPATION BY THE PUBLIC-** Chief Goresh asked if there were funds left at the end of the year in a line item could it be transferred to another line item. Kubiel stated it would need to be done by resolution and it depends on the circumstances.

**Motion Autenrieth second Minkler to go into Private Executive Session @ 4:44.**

**Ayes - 5      Nays -0**

**CARRIED**

**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 require in order for the attorney to exercise his ethical duties as a lawyer.

**Motion Latshaw second Minkler to go into open session @ 5:30 p.m.**

**Ayes - 5      Nays -0**

**CARRIED**

**Motion Tutela second Autenrieth to authorize Attorney Appleby to settle OCN L 001441-19 Kubiel vs Board for up to \$20,000 and authorize Attorney to prepare documentation to settle same.**

**Ayes - 5      Nays -0**

**CARRIED**

**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*

**RESOLUTION OF THE TOMS RIVER TOWNSHIP FIRE  
COMMISSIONERS, DISTRICT NO.1, COUNTY OF OCEAN, STATE  
OF NEW JERSEY, AUTHORIZING THE EXECUTION OF THE  
OCCARES GRANT PROGRAM AGREEMENT WITH THE COUNTY OF  
OCEAN**

**September 16, 2020**

**WHEREAS**, on January 30, 2020, the World Health Organization designated the novel coronavirus outbreak, COVID-19, as a Public Health Emergency of International Concern; and

**WHEREAS**, on January 31, 2020, the United States Health and Human Services Secretary declared a public health emergency for the entire United States to aid the nation's healthcare community in responding to COVID-19; and

**WHEREAS**, on March 9, 2020, the Governor of the State of New Jersey declared the concurrent invocation of both a State of Emergency pursuant to N.J.S.A. App.A.:9-33 et seq. and a Public Health Emergency as contemplated by N.J.S.A. 26:13-1 et seq., which invoked the authority and powers contemplated by N.J.S.A. 26:13-3, the Emergency Health Powers Act, and remains in effect; and

**WHEREAS**, on March 13, 2020, the President of the United States declared COVID-19 a national emergency; and

**WHEREAS**, on March 27, 2020, the Coronavirus Aid Relief and Economic Security Act ("CARES Act") became law and was enacted, amongst other purposes, to combat the economic damages caused to the States and the political subdivisions and instrumentalities under them; and

**WHEREAS**, the County of Ocean (the "County") has received CARES Act funds from the United States Treasury to be used to reimburse the County, its agencies, municipalities and instrumentalities such as this Fire District, within its boundaries, for economic damage attributed to the COVID-19 pandemic and the State of Emergency/Public Health Emergency; and

**WHEREAS**, for Fire District No. 1 to receive funding from the County as reimbursement for COVID-19 related costs and expense, it must execute an

Agreement with the County as a condition of the OCCARES Grant program;

**WHEREAS**, it is the desire of the Board of Fire Commissioners, District No. 1, to execute the OCCARES Grant Agreement with the County so that it may seek reimbursement for COVID-19 related costs and expenses.

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

1. That the Board does hereby authorize the execution of the OCCARES Grant Agreement with the County of Ocean, in a form acceptable to District No. 1 Attorney.
2. That the Board further authorizes the District No. 1 Administrator and the Treasurer to take whatever action is necessary to effectuate the terms of the OCCARES Grant Agreement.
3. That the Chairman is hereby authorized to execute and the Clerk to attest to, respectively, the OCCARES Grant Agreement with the County of Ocean.
4. That a certified copy of this resolution shall be forwarded to the District No. 1 Administrator, the District No. 1 Treasurer, the County Administrator and the County Comptroller/CFO, Julie N. Tarrant.

**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 on September 16, 2020.

  
\_\_\_\_\_  
Leonard Minkler  
Clerk, Fire District No.1

9/16/20  
\_\_\_\_\_  
Date:

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 -021	PAYROLL TAXES					
S0280	STATE OF NEW JERSEY	20-00906	2019 ASSESSMENT	9.00	0.00	
01- -112-05 -024	HEALTH BENEFITS/DISABILITY					
B0074	BENECARD SERVICES, INC.	20-00897	09/20 PRESCRIPTION PLAN#1319	4,864.36	0.00	
01- -112-05 -026	LIFE INSURANCE					
S0220	SPECIALTY BENEFITS	20-00904	4TH QTR INSURANCE G-2276-096	8,192.22	0.00	
01- -113-01 -063	HOSE & NOZZLES					
N0040	NAT ALEXANDER COMPANY	20-00695	HOSE DIST#1	4,669.00	0.00	
C0172	CONTINENTAL FIRE & SAFETY	20-00767	EQUIP. CO#4	1,494.00	0.00	
				6,163.00		
01- -113-01 -065	TOOLS & EQUIP. - BIG					
F0133	1ST CHOICE SAFETY EQUIPMENT	20-00852	THERMAL CAMERA CO#1	5,200.00	0.00	
01- -113-01 -068	WATER RESCUE					
G0155	GRAINGER	20-00855	EQUIP. CO#1	60.50	0.00	
01- -113-02 -064	TOOLS & EQUIPMENT					
V0005	V.E. RALPH & SON	20-00772	EQUIP. CO#2	355.60	0.00	
W0006	W.S. DARLEY & CO.	20-00803	EQUIP. CO#2	730.00	0.00	
				1,085.60		
01- -113-02 -070	SAFETY EQUIPMENT					
T0033	TEAM LIFE, INC.	20-00800	EQUIP. DISTRICT #1	28,743.00	0.00	
01- -113-03 -064	TOOLS & EQUIPMENT					
F0096	FIRE HOSE DIRECT	20-00770	EQUIP. CO#3	418.24	0.00	
01- -113-03 -065	TOOLS & EQUIP. - BIG					
S0352	SUPER LAUNDRY/CSC SERVICE WORK	20-00271	GEAR WASHER CO#3	17,500.00	0.00	
01- -113-04 -064	TOOLS & EQUIPMENT					
E0069	ELECTRONIC MEASUREMENT LAB INC	20-00802	EQUIP. CO#4	1,147.50	0.00	
01- -113-04 -065	TOOLS & EQUIP. - BIG					
S0352	SUPER LAUNDRY/CSC SERVICE WORK	20-00271	GEAR WASHER CO#3	3,712.00	0.00	
01- -113-04 -068	WATER RESCUE					
F0091	FIREFIGHTER ONE	20-00776	EQUIP. CO#4	253.50	0.00	
01- -113-05 -074	OFFICE EQUIPMENT					
B0100	B & H PHOTO	20-00801	EQUIP. DIST#1	686.26	0.00	

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -119-01 -274	PHYSICALS					
T0075	THE STRESS CENTER, P.C.	20-00847	EVALUATIONS	247.00	0.00	
M0080	MERIDIAN OCCUPATIONAL HEALTH	20-00895	CO#1 PHYSICALS & PURCIFUL	5,757.00	0.00	
				<u>6,004.00</u>		
01- -119-05 -272	LEGAL					
R0080	RICCIO, ARMANDO LLC	20-00891	PROFESSIONAL SERVICE INV#1213	266.00	0.00	
01- -120-05 -311	LEGAL NOTICES					
G0032	GANNET NEW JERSEY NEWSPAPERS	20-00916	AUDIT SYNOPSIS, MTG CHANGE	193.30	0.00	
01- -124-01 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	20-00899	PHYSICAL FITNESS	240.00	0.00	
01- -124-05 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	20-00899	PHYSICAL FITNESS	30.00	0.00	
01- -125-01 -487	TURNOUT GEAR					
W0006	W.S. DARLEY & CO.	20-00764	GLOVES CO#1	225.00	0.00	
01- -126-01 -529	FUEL					
B0141	BOROUGH OF LAVALLETTE	20-00903	8/20 FUEL	215.07	0.00	
P0148	POINT BAY FUEL, LLC	20-00905	08/20 FUEL ACCT#104124	356.99	0.00	
T0175	TOWNSHIP OF TOMS RIVER	20-00909	7/20 FUEL DIST#1	592.05	0.00	
S0250	SPRAGUE OPERATING RESOURCES	20-00917	FUEL ACCT#99213000	924.56	0.00	
				<u>2,088.67</u>		
01- -126-01 -531	SUPPLIES					
G0089	GIRTAIN SIGN CO.	20-00810	DECALS DIST#1	270.00	0.00	
C0172	CONTINENTAL FIRE & SAFETY	20-00864	SUPPLIES CO#4 & CO#1 REPAIR	171.00	0.00	
B0108	BISCEGLIE, MONICA	20-00919	PETTY CASH	31.97	0.00	
				<u>472.97</u>		
01- -126-01 -533	BATTERIES					
C0172	CONTINENTAL FIRE & SAFETY	20-00797	BATTERIES CO#3	145.44	0.00	
01- -126-05 -531	SUPPLIES					
B0108	BISCEGLIE, MONICA	20-00919	PETTY CASH	3.98	0.00	
01- -126-10 -529	FUEL					
T0175	TOWNSHIP OF TOMS RIVER	20-00909	7/20 FUEL DIST#1	22.57	0.00	
01- -127-01 -567	COMMUNICATIONS					
R0012	RACKSPACE US, INC.	20-00898	EMAIL AUG ACCT#030-34971557175	813.00	0.00	
F0171	4X TECHNOLOGIES, LLC	20-00912	09/20 SERVICES DIST#1	407.80	0.00	
				<u>1,220.80</u>		
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
R0012	RACKSPACE US, INC.	20-00898	EMAIL AUG ACCT#030-34971557175	253.25	0.00	
F0171	4X TECHNOLOGIES, LLC	20-00912	09/20 SERVICES DIST#1	234.99	0.00	
				<u>488.24</u>		

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
S0352	SUPER LAUNDRY/CSC SERVICE WORK	20-00271	GEAR WASHER CO#3	450.00	0.00	
W0006	W.S. DARLEY & CO.	20-00764	GLOVES CO#1	10.66	0.00	
C0172	CONTINENTAL FIRE & SAFETY	20-00767	EQUIP. CO#4	45.00	0.00	
V0005	V.E. RALPH & SON	20-00772	EQUIP. CO#2	8.70	0.00	
F0091	FIREFIGHTER ONE	20-00776	EQUIP. CO#4	15.00	0.00	
E0069	ELECTRONIC MEASUREMENT LAB INC	20-00802	EQUIP. CO#4	25.47	0.00	
W0006	W.S. DARLEY & CO.	20-00803	EQUIP. CO#2	14.59	0.00	
F0133	1ST CHOICE SAFETY EQUIPMENT	20-00852	THERMAL CAMERA CO#1	25.00	0.00	
				<u>594.42</u>		
01- -129-01 -647	REFURBISHING					
B0227	BRICKTOWN ELECTRICAL	20-00914	ELECTRIC FOR WASHER CO#3	465.00	0.00	
01- -129-01 -648	VEHICLE REPAIR					
J0014	J & R PRO AUTOMOTIVE	20-00756	SUPPLIES,2800,2700	632.98	0.00	
M0044	MAVIS DSCOUNT TIRE	20-00818	TIRE REPAIR #2726	24.99	0.00	
E0075	ELITE VEHICLE SOLUTIONS	20-00843	#2726 AUTO EJECT	875.00	0.00	
B0108	BISCEGLIE, MONICA	20-00919	PETTY CASH	6.11	0.00	
				<u>1,539.08</u>		
01- -129-01 -649	EQUIPMENT REPAIR					
C0172	CONTINENTAL FIRE & SAFETY	20-00864	SUPPLIES CO#4 & CO#1 REPAIR	134.00	0.00	
E0194	ESI EQUIPMENT, INC.	20-00900	REPAIR CO#1	260.00	0.00	
				<u>394.00</u>		
01- -129-01 -659	GENERATOR MAINTENANCE					
G0072	GENSERVE, INC.	20-00893	GENERATOR INSPECTIONS	1,560.00	0.00	
01- -130-05 -290	PAYROLL SERVICES					
K0103	KRONOS, INC.	20-00915	WORKFORCE 08/20 INV#11654417	205.18	0.00	
01- -135-01 -801	SUPPLEMENTAL FIRE GRANT					
T0033	TEAM LIFE, INC.	20-00800	EQUIP. DISTRICT #1	22,107.00	0.00	
01- -135-01 -809	FY19 HOMELAND SECURITY GRANT					
C0172	CONTINENTAL FIRE & SAFETY	20-00490	FY19 HOMELAND SECURITY GRANT	41,052.35	0.00	
	Fund Total:			157,353.18		
Total Charged Lines: 79 Total List Amount: 157,353.18 Total Void Amount: 0.00						