

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

Bids- None

APPROVING THE MINUTES

Motion Autenrieth second Tutela to approve the regular minutes of November 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 – No report

BUREAU OF FIRE PREVENTION – Convery stated there is a resolution on agenda re: purchase of Bureau vehicles.

FIRE ACADEMY – Latshaw stated the Division of Fire & Safety has issued a statement if there are any questions as it relates to fire academies and fire departments to call. The fog machine is ready for pickup at the administration office. Kubiel stated the technician for the sweeper will be at fire academy 7:00 a.m. tomorrow.

POLICE/EMERGENCY MANAGEMENT-Kubiel stated active shooter drill tonight with Emergency Services unit from Toms River Police department at Ocean County College, 6:00 p.m.

Convery questioned if the board is purchasing helmets on behalf of the firemen for the Active Shooter class? Kubiel stated the police are working every station receiving one set for each position on the apparatus.

LEGISLATIVE- No report

INSURANCE- No report

TOWNSHIP COUNCIL/MAYOR –No report

FIRE OFFICERS ASSOCIATION-Minkler stated they met with the officer's association. It was a productive meeting with good dialog.

VEHICLE REPAIR/NEW APPARATUS- No report

ADMINISTRATOR KUBIEL REPORT- Kubiel stated:

1. The truck repair reports are in the folders for your review.
2. Conference call with the township as it relates to the radio project. Next mtg. scheduled for December 17, 2020.
3. If commissioners are in need of anything to please contact the office sooner than later because he believes the state is going to shut down again due to elevated COVID-19 increasing cases and the meetings will again be virtual.

4. Administrator Carson and himself to schedule a meeting with Director Hansson as it relates to classes and how to transfer from classroom to virtual.
5. Received coolants for the paving at the fire academy. Recommends placing extra money in the budget just in case there is hazardous material once the pavement is dug up.

ATTORNEY REPORT- Attorney Appleby stated the fire commissioners meeting (legislative proceeding) are exempt from Executive Order 196 and you do not need to go remote unless it is impossible for social distancing to occur. Minkler asked if this pertains to fire company meetings. Attorney Appleby stated they are not considered a legislative proceeding.

APPLICATIONS FOR MEMBERSHIP-Robert Matulac Co.2(pending physical)

Motion Autenrieth second Latshaw to accept Robert Matulac Co.2 as a firefighter pending physical.

Ayes – 5

Nays – 0

CARRIED

REMOVALS FROM THE ROLLS- None

UNFINISHED BUSINESS-None

NEW BUSINESS

Convery stated he received an email from District No.2 with the possibility of changing the fire elections to November. He wanted it on the record that he is not in favor of this. Lengthy discussion followed. Tutela recommended after the 1st of the year to contact the election board and DCA to educate us on the process.

Discussion on COVID-19 vaccine and who is declared essential personnel. Kubiel feels everyone in our district is essential.

RESOLUTION PURCHASE BUREAU OF FIRE PREVENTION VEHICLES-A resolution was presented, Motion Autenrieth second Latshaw authorizing purchase from vendor with the Educational Services Commission of the New Jersey Co-Op contract No. ESCNJ20/21-09, Mall Chevrolet for the purchase of (3) Chevrolet Colorado 4wd Crew Cab pickup trucks the total maximum amount not to exceed \$95,904.18 (See inserted resolution)

ROLL CALL VOTE

Latshaw-Yes Tutela- Yes

Autenrieth-Yes Minkler-Yes

Convery-Yes

CARRIED

Kubiel explained because an insurance check was issued in the amount of \$34,148.44 for the bureau vehicle the board must request approval through the Local Government Services to approve the insertion of this amount into the 2020 budget.

RESOLUTION TO AMEND 2020 BUDGET A resolution was presented, Motion Autenrieth second Latshaw requesting amendment to the 2020 budget for approval of items of Revenue and Appropriations N.J.S.A. 14-78.5 (See inserted resolution)

ROLL CALL VOTE

Latshaw-Yes Tutela- Yes

Autenrieth-Yes Minkler-Yes

Convery-Yes

CARRIED

ADVERTISE INTRODUCTION OF THE BUDGET FOR DECEMBER 2ND 2020- Motion Tutela second Autenrieth to authorizing advertisement of the Introduction of the 2021 Budget for December 2nd 2020, 7:00 p.m. at East Dover Fire Company. Ayes – 5 Nays – 0

CARRIED

ADD LAVALLETTE PERSONAL FITNESS AS PHYSICAL FITNESS FACILITY- Motion Tutela second Autenrieth accepting Lavallette Personal Fitness as a physical fitness facility for Toms River Fire District No.1

Ayes – 5

Nays – 0

CARRIED

BILLS

Motion Autenrieth second Tutela to approve the bill list for November 18, 2020 (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 @ 5:14 p.m.

Ayes - 5

Nays -0

CARRIED

*Respectfully submitted
Leonard Minkler, Clerk*

**RESOLUTION REQUESTING APPROVAL OF
ITEMS OF REVENUE AND APPROPRIATION**

N.J.S.A. 40A:14-78.5

November 18, 2020

WHEREAS, N.J.S.A.40A:14-78.5 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any Fire District when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for an equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Fire District #1 of the Township of Toms River in the County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of insurance revenue in the budget of the year 2020 in the sum of \$34,148.44 which is now available from Selective Insurance Company and the same amount of \$34,148.44 be added to total appropriations to purchase vehicle; and

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 November 18, 2020.



LEONARD MINKLER, CLERK



TOMS RIVER TOWNSHIP FIRE DISTRICT No. 1

MARK AUTENRIETH
GEORGE CONVERY
RAYMOND LATSHAW
LEONARD MINKLER
RICHARD TUTELA

1144 HOOPER AVENUE
SUITE 306
TOMS RIVER, NEW JERSEY 08753
PHONE (732)341-4441
FAX (732)505-2150

TOMS RIVER FIRE CO. No. 1
TOMS RIVER FIRE CO. No. 2
OCEAN BEACH FIRE CO. No. 3
EAST DOVER FIRE CO. No. 4

NOTICE

PLEASE TAKE NOTICE the District No. 1 Fire Commissioners in the Township of Toms River, County of Ocean, New Jersey will introduce the 2021 Fire District No.1 Budget to the public at the regularly scheduled meeting on Wednesday, December 2, 2020 at East Dover Fire Company, 629 Fischer Blvd Toms River, New Jersey @ 7:00 p.m.

******If under direction of State guidelines, Executive Orders, emergency regulation or other applicable legal authority, the Board determines to conduct a public meeting remotely, the Board shall post the specific link to access the meeting on its website no later than 48 hours prior to the meeting .**

Formal action will be taken

November 18, 2020
02:59 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1
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- -135-01 -809	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 Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -112-05 -024	HEALTH BENEFITS/DISABILITY					
B0074	BENECARD SERVICES, INC.	20-01261	11/20 PRESCRIPTION PLAN#1319	4,864.36	0.00	
01- -113-01 -064	TOOLS & EQUIPMENT					
W0134	WITMER ASSOCIATES, INC.	20-00935	EQUIP. CO#1	757.00	0.00	
01- -113-01 -065	TOOLS & EQUIP. - BIG					
E0069	ELECTRONIC MEASUREMENT LAB INC	20-01054	GAS DETECTOR CO#1	890.00	0.00	
01- -113-02 -064	TOOLS & EQUIPMENT					
M0090	MES INC.	20-00937	EQUIP. CO#2	293.00	0.00	
01- -113-05 -074	OFFICE EQUIPMENT					
C0049	CDW-GOVERNMENT	20-00956	LAPTOPS DIST#1	1,975.04	0.00	
01- -113-07 -064	TOOLS & EQUIPMENT					
W0134	WITMER ASSOCIATES, INC.	20-00935	EQUIP. CO#1	138.00	0.00	
01- -113-10 -074	OFFICE EQUIPMENT					
C0049	CDW-GOVERNMENT	20-00958	GETAC LAPTOPS DIST#1	12,462.52	0.00	
01- -114-05 -101	HYDRANT RENTAL					
N0007	N.J. AMERICAN WATER CO.	20-01241	10/20 HYDRANTS	7,663.60	0.00	
01- -119-01 -274	PHYSICALS					
T0075	THE STRESS CENTER, P.C.	20-01278	EVALUATIONS	361.00	0.00	
M0080	MERIDIAN OCCUPATIONAL HEALTH	20-01285	CO#1 PHYSICALS	1,271.00	0.00	
				<u>1,632.00</u>		
01- -119-05 -272	LEGAL					
R0080	RICCIO, ARMANDO LLC	20-01222	PROFESSIONAL SERVICES	1,349.00	0.00	
R0127	ROTHSTEIN, MANDELL, STROHM,	20-01276	PROFESSIONAL SERVICES	4,403.00	0.00	
				<u>5,752.00</u>		
01- -120-05 -311	LEGAL NOTICES					
G0032	GANNET NEW JERSEY NEWSPAPERS	20-01283	DIST#1 MTG. CHANGE	45.35	0.00	
01- -124-01 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	20-01226	PHYSICAL FITNESS	195.00	0.00	
01- -124-05 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	20-01226	PHYSICAL FITNESS	5.00	0.00	

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -125-01 -486	EXPENSE ALLOWANCE					
02596	VICIDOMINI, CHRISTOPHER	20-01263	CHIEF'S ALLOWANCE	500.00	0.00	
25023	SIMONE, GARY JR.	20-01264	CHIEF'S ALLOWANCE	500.00	0.00	
02664	CIRZ, JEFF	20-01265	CHIEF'S ALLOWANCE	500.00	0.00	
02665	CIRZ, ANTHONY	20-01266	CHIEF'S ALLOWANCE	500.00	0.00	
02769	CALVO, DREW	20-01267	CHIEF'S ALLOWANCE	500.00	0.00	
02780	STANISLASKI, FRANCIS	20-01268	CHIEF'S ALLOWANCE	500.00	0.00	
02833	GORESH, ANDREW	20-01269	CHIEF'S ALLOWANCE	500.00	0.00	
28079	CATAPANO, JOSEPH F.	20-01270	CHIEF'S ALLOWANCE	500.00	0.00	
02856	SEAMAN, EVERETT	20-01271	CHIEF'S ALLOWANCE	1,000.00	0.00	
				<u>5,000.00</u>		
01- -125-01 -487	TURNOUT GEAR					
C0172	CONTINENTAL FIRE & SAFETY	20-01070	LEATHER SHIELD	93.00	0.00	
01- -126-01 -529	FUEL					
B0141	BOROUGH OF LAVALLETTE	20-01228	10/20 FUEL	239.15	0.00	
P0148	POINT BAY FUEL, LLC	20-01240	10/20 FUEL ACCT#104124	470.15	0.00	
				<u>709.30</u>		
01- -126-01 -531	SUPPLIES					
W0004	W.B. MASON CO., INC.	20-01237	SUPPLIES DIST#1	18.99	0.00	
01- -126-01 -533	BATTERIES					
A0068	AGT BATTERY SUPPLY	20-01211	BATTERIES HAND SANITIZERS	67.20	0.00	
01- -126-05 -533	BATTERIES					
A0068	AGT BATTERY SUPPLY	20-01211	BATTERIES HAND SANITIZERS	5.60	0.00	
01- -127-01 -567	COMMUNICATIONS					
R0012	RACKSPACE US, INC.	20-01257	EMAIL OCT ACCT#030-34971557175	793.05	0.00	
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
R0012	RACKSPACE US, INC.	20-01257	EMAIL OCT ACCT#030-34971557175	253.25	0.00	
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
W0134	WITMER ASSOCIATES, INC.	20-00935	EQUIP. CO#1	60.98	0.00	
E0069	ELECTRONIC MEASUREMENT LAB INC	20-01054	GAS DETECTOR CO#1	22.83	0.00	
A0068	AGT BATTERY SUPPLY	20-01211	BATTERIES HAND SANITIZERS	11.72	0.00	
E0069	ELECTRONIC MEASUREMENT LAB INC	20-01259	GAS DETECTOR INV#55685	19.47	0.00	
U0065	UPS	20-01284	ACCT#E5400F	7.33	0.00	
				<u>122.33</u>		
01- -128-05 -607	OFFICE SUPPLIES/SHIPPING					
W0044	WATCHUNG SPRING WATER CO. INC.	20-01217	WATER DIST#1	41.90	0.00	
W0004	W.B. MASON CO., INC.	20-01237	SUPPLIES DIST#1	53.49	0.00	
O0070	OCEAN DATA FORMS	20-01258	PO'S & CHECKS	451.40	0.00	
				<u>546.79</u>		
01- -129-01 -649	EQUIPMENT REPAIR					
E0069	ELECTRONIC MEASUREMENT LAB INC	20-01259	GAS DETECTOR INV#55685	169.00	0.00	

November 18, 2020
02:59 PM

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

Page No: 3

Expend Account	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
Vendor						
01- -129-01 -660	HOSE, LADDER, PUMP TESTING					
A0053	AERIAL TESTING COMPANY LLC	20-00673	ANNUAL AERIAL TESTING	3,885.00	0.00	
01- -129-05 -655	MAINTENANCE SERVICES					
A0046	ADVANCED MONEY SYSTEMS, LLC	20-01214	MAINT. CONTRACT	450.00	0.00	
	Fund Total:			48,786.38		
Total Charged Lines:	60	Total List Amount:	48,786.38	Total Void Amount:	0.00	