

**MINUTES**  
**TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1**  
**EAST DOVER FIRE COMPANY**  
**December 2, 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 and Attorney Appleby were present.  
Bisceglie present to take minutes

**BIDS - None**

**APPROVING THE MINUTES**

Motion Autenrieth second Latshaw to approve the November 18, 2020 minutes providing a copy is made available for inspection by the public during this meeting.

Ayes-5    Abstain-0    **CARRIED**

**REPORTS OF COMMITTEES**

**COMMUNICATION** – Progress

**FIRE PREVENTION BUREAU** – Convery stated contract negotiations have started.

**FIRE ACADEMY** - Latshaw stated the sweeper is down waiting for parts. Firefighter Level One has resumed.

**INSURANCE**-Progress

**POLICE/EMERGENCY MANAGEMENT**- Tutela stated everything went well re: Active shooter drill.

**LEGISLATION** - No report

**TOWNSHIP COUNCIL AND MAYOR** – No report

**VEHICLE REPAIR/NEW APPARATUS** –No report

**FIRE OFFICERS ASSOCIATION**- Minkler stated himself, Administrator Kubiel and Commissioner Autenrieth had meeting with fire officers and discussions went well.

**ADMINISTRATOR KUBIEL REPORT** - Kubiel stated:

1. Vehicle reports are in your folders for review.
2. East Dover approved to have board meetings at East Dover fire house until reorganization 2021.
3. Great job to all that were involved with the extrication.

**Motion Minkler second Tutela to have January, February and March 2021 meetings at East Dover Fire Company.** Ayes – 5 Nays – 0 **CARRIED**

**ATTORNEY REPORT** – No report

**REPORTS OF FIRE OFFICERS**

**DISTRICT CHIEF SEAMAN** - (absent)

**CO. 1- LOU UFFER** – Progress

**CO. 2 CHIEF CIRZ** – Progress

**CO. 3 CHIEF CALVO** – Calvo stated the progress of the boat is moving along. Wished all a Merry Christmas.

**CO.4 CHIEF GORESH**- Goresch stated this will be his last report for the year and expressed his pleasure dealing with the office, commissioners and the brothers in the fire service for the past two years. He said a reason to be proud to be a part of Toms River Fire Service. He continued to state to practice the protocols that are in place continuing safe precautions as it relates to COVID-19. He questioned the liaisons to the fire officers if anything that was discussed at their meeting several weeks ago was brought to the rest of the board for discussion. Kubiak stated yes. Goresch emphasized how important he feels to put in place to maintain the viability of the volunteers and give incentives to answer calls.

**ISLAND HEIGHTS** – Chief McDaniel stated this is his last month as chief and thanked the board for all their professionalism throughout the years.

Goresch asked if the board has made any provision for the new officers being sworn in. Convery stated they will discuss tonight.

**SEASIDE HEIGHTS** -Assistant Chief Roberts stated progress.

**FIRE OFFICERS ASSOCIATION** – No report

**REMOVALS FROM THE ROLLS** – Michael Cirrincione Co.1 and Colin Derome Co.1.

**Motion Autenrieth second Tutela to remove Michael Cirrincione Co.1 and Colin Derome Co.1.**

Ayes – 5 Nays – 0

**CARRIED**

**APPLICATIONS FOR MEMBERSHIP**- Timothy Seitz Co.2 (pending physical)

**Motion Autenrieth second Minkler to accept Timothy Seitz as firefighter. (pending physicals)**

Ayes – 5 Nays – 0

**CARRIED**

**UNFINISHED BUSINESS** - None

**NEW BUSINESS**

**RESOLUTION TRANSFER OF FUNDS** - A resolution was presented, Motion Tutela second Autenrieth authorizing transfer of funds (See inserted resolution)

**ROLL CALL VOTE**

Latshaw-Yes Tutela- Yes

Autenrieth-Yes Minkler-Yes

Convery-Yes

**CARRIED**

**RESOLUTION INTRODUCING THE 2021 BUDGET** A resolution was presented, Motion Tutela second Latshaw introducing the 2021 budget. (See inserted resolution)

**ROLL CALL VOTE**

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

**CARRIED**

**PUBLIC HEARING-** Motion Autenrieth second Tutela to advertise Public Hearing for the 2021 Budget on January 6, 2021 6:30 p.m. @ East Dover Fire Company, Toms River, NJ 08753. Regular Board Meeting to follow. Ayes – 5 Nays – 0 **CARRIED**

**BILLS**

Motion Tutela second Autenrieth to approve the bill list for December 2, 2020 (SEE INSERTED LIST) Ayes – 5 Nays – 0 **CARRIED**

**PARTICIPATION BY THE PUBLIC-** Goresh asked the process of questions being placed on the ballot. Kubiell explained any questions that are placed on the 2021 ballot for capital items and approved by the public can be placed in the 2022 budget.

Geri Ambrosio asked if the ballots for the fire election will be all absentee. Kubiell stated as of right now there is no direction from the governor's office.

**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.

Motion Autenrieth second Latshaw to go into closed session @ 7:18 p.m.

Ayes - 5 Nays -0

**CARRIED**

Motion Autenrieth second Tutela to go into open session @ 7:55 p.m.

Ayes - 5 Nays -0

**CARRIED**

There being no further business, motion Minkler second Tutela to close the meeting @ 7:55 p.m.

Ayes - 5 Nays -0

**CARRIED**

Respectfully submitted

*Leonard Minkler, Clerk*

# 2021 FIRE DISTRICT BUDGET RESOLUTION

## Toms River Fire District No. 1

**FISCAL YEAR: January 1, 2021 to December 31, 2021**

WHEREAS, the Annual Budget for the Toms River Fire District No. 1 for the fiscal year beginning January 1, 2021 and ending December 31, 2021 has been presented before the Board of Commissioners of the Fire District at its open public meeting of December 2, 2020 and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$8,505,387.00, which includes an amount to be raised by taxation of \$5,674,042.63, and Total Appropriations of \$8,505,387.00; and

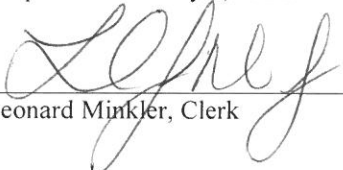
WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on December 2, 2020 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2021 and ending December 31, 2021 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 6, 2021.

  
Leonard Minkler, Clerk

12.2.20  
Date

### Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Mark Autenrieth	X			
George Convery	X			
Raymond Latshaw	X			
Leonard Minkler	X			
Richard Tutela	X			

# RESOLUTION

December 2, 2020

## Authorization of Budget Transfers

**WHEREAS**, it has been necessary for the Commissioners of Fire District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey to undertake certain transfers relative to the current 2020 budget in order to reflect monies expended to date by the Commissioners; and

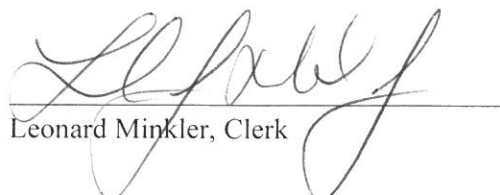
**WHEREAS**, this resolution shall serve as authorization for said budget transfers as noted herein.

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

(1) The following budget transfers are approved by the Commissioners:

	<u>FROM:</u>	<u>TO:</u>
<b>DISTRICT NO. 1</b>		
SCOTTS	9,000.00	
TOOLS & EQUIPMENT		9,000.00
<b>TOTALS</b>	<b>9,000.00</b>	<b>9,000.00</b>
<b>DISPATCHERS</b>		
FRINGE BENEFITS	10,000.00	
SALARIES		10,000.00
<b>TOTALS</b>	<b>10,000.00</b>	<b>10,000.00</b>
<b>FIRE ACADEMY</b>		
OFFICE EQUIPMENT	5,000.00	
SALARIES		5,000.00
CONFERENCES	3,500.00	
TRAINING		3,500.00
<b>TOTALS</b>	<b>8,500.00</b>	<b>8,500.00</b>
<b>BUREAU OF FIRE PREVENTION</b>		
TRAINING	5,500.00	
VEHICLES		5,500.00
	<b>5,500.00</b>	<b>5,500.00</b>

Respectfully Submitted,

  
Leonard Minkler, Clerk

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: Yes		

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.	20-01277	12/20 INS. CUSTOMER #04P2972	137.02	0.00	
U0047	UNITED HEALTHCARE INSURANCE CO	20-01282	12/20 INS. EMPLOYER #25283	326.87	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	20-01309	11/20 HEALTH	17,986.21	0.00	
H0033	HARTFORD INSURANCE COMPANY	20-01311	12/20 INSURANCE GROUP #680338	532.70	0.00	
				18,982.80		
01- -112-05 -027	LENGTH OF SERVICE AWARD					
S0220	SPECIALTY BENEFITS	20-00842	2020 LOSAP	156,250.00	0.00	
	Extd Total:			175,232.80		
01- -113-01 -065	TOOLS & EQUIP. - BIG					
T0020	TASC FIRE APPARATUS, INC.	20-01255	EQUIP. CO#1	9,450.00	0.00	
	Extd Total:			9,450.00		
01- -113-03 -064	TOOLS & EQUIPMENT					
D0112	DIVERS TWO INC.	20-00861	WATER RESCUE EQUIP. CO#3	887.02	0.00	
01- -113-03 -068	WATER RESCUE					
D0112	DIVERS TWO INC.	20-00861	WATER RESCUE EQUIP. CO#3	2,266.98	0.00	
	Extd Total:			3,154.00		
01- -113-05 -074	OFFICE EQUIPMENT					
B0012	BANK OF AMERICA	20-01314	PROCUREMENT PURCHASES	59.99	0.00	
	Extd Total:			59.99		
01- -114-05 -101	HYDRANT RENTAL					
S0337	SUEZ WATER T.R.	20-01298	11/20 ACCT#04402764900000	18,285.16	0.00	
	Extd Total:			18,285.16		
01- -115-01 -136	RENT/LEASE					
T0135	TOMS RIVER FIRE CO. #1	20-00228	4TH QTR. LEASE 2020	13,397.54	0.00	
	Extd Total:			13,397.54		
01- -115-02 -136	RENT/LEASE					
T0136	TOMS RIVER FIRE CO. #2	20-00232	4TH QTR. LEASE 2020	16,555.60	0.00	
	Extd Total:			16,555.60		

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -115-03 -136 00010 OCEAN BEACH FIRE CO. #3	RENT/LEASE	20-00236	4TH QTR. LEASE 2020	11,172.86	0.00	
	Extd Total:			11,172.86		
01- -115-04 -136 E0024 EAST DOVER FIRE CO. #4	RENT/LEASE	20-00240	4TH QTR. LEASE 2020	10,664.65	0.00	
	Extd Total:			10,664.65		
01- -118-05 -241 S0070 SEASIDE HEIGHTS FIRE CO.	FIRE PROTECTION CONTRACTS - S.S.	20-00220	4TH QTR 2020 CONTRACT	8,500.00	0.00	
01- -118-05 -242 I0170 ISLAND HEIGHTS FIRE CO.	FIRE PROTECTION CONTRACT - I.H.	20-00224	4TH QTR 2020 CONTRACT	8,500.00	0.00	
	Extd Total:			17,000.00		
01- -123-05 -416 B0012 BANK OF AMERICA	DUES/SUBSCRIPTIONS	20-01314	PROCUREMENT PURCHASES	19.00	0.00	
	Extd Total:			19.00		
01- -124-01 -446 D0112 DIVERS TWO INC.	TRAINING	20-00860	DIVER COURSES CO#3	1,748.80	0.00	
	Extd Total:			1,748.80		
01- -126-01 -529 T0175 TOWNSHIP OF TOMS RIVER	FUEL	20-01307	10/20 FUEL DIST#1	540.88	0.00	
01- -126-01 -533 H0100 HOME DEPOT	BATTERIES	20-01303	SUPPLIES	214.01	0.00	
	Extd Total:			754.89		
01- -126-10 -529 T0175 TOWNSHIP OF TOMS RIVER	FUEL	20-01307	10/20 FUEL DIST#1	40.18	0.00	
	Extd Total:			40.18		
01- -127-01 -567 F0171 4X TECHNOLOGIES, LLC O0207 OPTIMUM V0010 VERIZON WIRELESS	COMMUNICATIONS	20-01280 20-01299 20-01313	11/20 SERVICES DIST#1 11/20 ACCT#07867-114249-01-2 ACCT#320580493-00001	407.80 156.66 760.52	0.00 0.00 0.00	
				<u>1,324.98</u>		
	Extd Total:			1,324.98		
01- -127-05 -567 F0171 4X TECHNOLOGIES, LLC	COMMUNICATIONS/UTILITIES	20-01280	11/20 SERVICES DIST#1	234.99	0.00	

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -127-05 -567 C0149 COMCAST CABLE	COMMUNICATIONS/UTILITIES	20-01300	Continued ACCT#8499 05 194 0622198	285.06 520.05	0.00	
	Extd Total:			520.05		
01- -128-01 -606 U0065 UPS	OFFICE SUPPLIES/SHIPPING	20-01327	ACCT#E5400F	18.44	0.00	
	Extd Total:			18.44		
01- -129-01 -647 F0073 FIRE AND SAFETY SERVICES, LTD.	REFURBISHING	20-00977	HOSE BED NETTING #2721	1,452.81	0.00	
01- -129-01 -648 J0014 J & R PRO AUTOMOTIVE O0015 OCEAN BEACH MARINE CENTERS E0004 E.R.S. FLEET REPAIR, INC.	VEHICLE REPAIR	20-01305 20-01306 20-01328	2800 2756 REPAIR & WINTERIZATION 2525,2671,2701,2801,65	50.00 2,533.37 3,855.83 6,439.20	0.00 0.00 0.00	
01- -129-01 -649 R0094 RJP HOTSYS LLC	EQUIPMENT REPAIR	20-01295	REPAIR CO#4	772.40	0.00	
01- -129-01 -651 M0135 MINERVA CLEANERS	TURNOUT GEAR CLEAN/REPAIR	20-01262	REPAIRS	42.00	0.00	
	Extd Total:			8,706.41		
01- -130-05 -290 K0103 KRONOS, INC. P0070 PAYCHEX INC.	PAYROLL SERVICES	20-01260 20-01316	WORKFORCE 10/20 INV#11668050 11/20 PAYROLL	246.21 545.30 791.51	0.00 0.00	
	Extd Total:			791.51		
	Fund Total:			288,896.86		

Total Charged Lines: 55 Total List Amount: 288,896.86 Total Void Amount: 0.00

**FUNDS RECEIVED AND DEPOSITED**

<b><u>FROM:</u></b>	<b><u>CK#:</u></b>	<b><u>FOR:</u></b>	<b><u>AMOUNT:</u></b>
North Branch Volunteer Fire Co.	3044	Fire Academy fees	150.00
Bureau of Fire Prevention	241	Revenue 10/20	36,166.40
Bureau of Fire Prevention	243	Penalties 2020	14,608.00
County of Ocean	595751	Homeland Security Grant FY19	41,052.35
FOTA	3191	Fire Academy fees	125.00
Sipe Adjustment Group	683	COBRA health benefits	7,446.98
Toms River Fire Dist#2	31164	Joint bills 11/20	72,735.05
Jackson Dist#4	6373	Fire Academy fees	800.00
Lakewood Dist#1	21014	Fire Academy fees	300.00
Berkeley Township	28024	Fire Academy fees	400.00
Central Jerse Insurance	3580	Return payment error	8.10
Daniel D'albero	107	Fire Academy fees	150.00