

**Toms River Fire Commissioners
Joint Board Meeting Minutes
Toms River Fire Academy
December 9, 2020**

Commissioner Geoghegan called a regular meeting of the Toms River Fire Commissioners Districts No. 1 & No. 2 to order at 5:30 p.m. with a salute to the Flag. The Commissioner made the following statement:

Let the official minutes reflect that adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act and the adoption of a schedule of regular meetings and notices thereof being posted in the Municipal Building, 33 Washington Street, Toms River, New Jersey; being transmitted to the Asbury Park Press and Star Ledger and to all persons who have requested copies in accordance with the statute.

ROLL CALL

Britton- present	Autenrieth- present
Geoghegan-present	Convery – present
Bierbaum – present	Tutela – present
Quinlisk – present	Latshaw –present
Willson-present	Minkler – present

Administrators Kubiell and Carson were present. Attorney Appleby present.
Bisceglie present to take minutes

Motion Autenrieth second Bierbaum to approve minutes of the November 12, 2020 meeting providing a copy is made available for inspection by the public during this meeting.

**AYES-9 NAYS-0 CARRIED
(Tutela abstained)**

BIDS- None

COMMUNICATIONS –Autenrieth stated Genovese working at college on radio reception in new building.

FIRE DISPATCH SUPERVISOR SAHATJIAN – (see inserted report)

FIRE ACADEMY- Latshaw stated there are several ongoing projects.

FIRE ACADEMY DIRECTOR HANSSON – (See inserted report.)

BUREAU OF FIRE PREVENTION-

BUREAU CHIEF ESPOSITO (See inserted report) Bierbaum asked with all the new development as it relates to plan review, is it standard practice to coordinate with the fire chiefs to insure the updated turning radius and other requirements for the trucks are good. Esposito said he uses 2525 and 2905 as the standard models because if those trucks can get through every truck will be able to get through.

LEGISLATION- No report

FIRE OFFICERS ASSOCIATION – No report.

INSURANCE- No report

DISTRICT NO.1 ADMINISTRATOR KUBIEL – No report

DISTRICT NO.2 ADMINISTRATOR CARSON – No report

BILLS

Motion Britton second Willson for District No. 2 to pay \$87,334.02 for their share of the bills (See inserted list)

AYES-5 NAYS-0 ABSTAINED-0 CARRIED

AYES-5 NAYS-0 ABSTAINED-0 CARRIED

Motion Minkler second Autenrieth for District No. 1 to pay the bills. (See inserted list)

AYES-5 NAYS-0 ABSTAINED-0 CARRIED

NEW BUSINESS

CHANGE OF BOARD MEETING- Motion Autenrieth Willson second to change the time of the January, February and March joint board meeting times to 5:30 p.m.

AYES-10 NAYS-0 CARRIED

PARTICIPATION BY THE PUBLIC- Andy Goresh asked if there have been any updates on the radio project. Geoghegan stated meeting on Monday.

Motion Autenrieth second Bierbaum to go into Private Executive Session @ 5:49 p.m.

AYES-10 NAYS-0 CARRIED

CLOSED SESSION- *Matters Relating to Collective Bargaining Agreements and legal advice* 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.

Motion Willson second Autenrieth to go into open session @ 6:12 p.m.

AYES-10 NAYS-0 CARRIED

There being no further business, Motion Autenrieth second Britton to close the meeting @ 6:13 p.m. AYES-10 NAYS-0 CARRIED

AYES-10 NAYS-0 CARRIED

Respectfully submitted,

Leonard Minkler

Clerk, Toms River Fire District No.1



Toms River Bureau of Fire Prevention
33 Washington Street, P. O. Box 728
Toms River, NJ 08753
732-240-5153
trfireprevention@trfire.org



Fire Commissioners Report Month of December 2020

1. Bureau vehicles have been ordered, thank you to the Boards.
2. The steel for Ocean First Bank should be starting before years end.
3. We are currently at 2814 residential resale inspections, last year we did 2790.
4. On behalf of the Bureau, we wish everyone Merry Christmas & Happy New Year.

Respectfully,

A handwritten signature in black ink, appearing to read "Kevin Esposito".

Kevin Esposito,
Chief Inspector



TOMS RIVER FIRE DEPARTMENT

COMMUNICATIONS DIVISION

December Joint Board 2020

- Response plans – progress
- There was a Spillman Patch up date completed on December 8, this will hopefully fix a lot of the problems with the last patch.
- We are holding off on Per Diem applicants until after the new year due to a spike in COVID cases at TRPD building.
- Due to a spike in COVID cases at TRPD and communications on the PD side, I made masks mandatory in the comms room with the exception if it impacts the job of talking on the phone / radio in which case the dispatcher can remove it for that time and maintain social distancing in the room.
- Temperature checks are being done when entering the building.
- The administrators and I are working on a contingency plan in case this gets worse in the room.
- The PD is working on getting serve pro back to clean regularly.

Toms River NOVEMBER

FIRE CALLS: 177

EMS: 958

Toms River YEAR TO DATE

FIRE CALLS: 2,391

EMS: 10,759

Respectfully Submitted

John Sahatjian



Toms River Fire Academy

1780 Church Rd. (Site Location)

1144 Hooper Ave. (Mailing)

Suite 306

Toms River, NJ 08753

(732) 255-4024 - (732) 341-4441

academy@trfire.org

Toms River Fire Training Center Report December 2020

1. Outside agencies using the facility in November and December; TRPD and NJDFS (4), Jackson 54, 56, 57 and 177 FW NJANG. TR Fire Cos conducted live fire and other training and also completed mandatory fit testing.
2. The regular nighttime FF 1/2 class started Sept 14 with 24 students, 12 TRFD and 12 Out of town. Fire Prevention Inspector is continuing. EVOC is in progress. FF 1/2 was paused due to a student having a positive COVID test. No other students were affected.
3. The Academy staff developed interactive online classes to be presented during the period of social distancing. We are offering Fire Officer 2, Building Construction for the Fire Officer, Fire Instructor 2 and OSIC as fully or partially on line classes. Also, the Fire Prevention Inspector class is being offered using the Chromebooks the academy purchased last year to save the considerable cost of using printed manuals for the class. We are currently developing the Haz Mat Operations refresher course for online delivery. The course should be complete within 2 weeks
4. The Manchester Fire Department is currently hiring full time career firefighters. The TRFA has been asked to assist with the training of these fire fighters. All of the new hires have completed FF 1 so the classes conducted at TRFA will be more advanced training. All costs will be borne by Manchester FD.
5. Several construction and repair projects will soon be underway. These include new flooring in the hallways, roof repairs, and paving the extrication pad. Sprinkler system upgrades were completed. Preventive maintenance has been completed on the HVAC system and both forklifts. Touchless paper towel dispensers have been installed in the rest rooms by Dep. Director Novak. Dep Director Novak also noted that the exhaust fans in the rest rooms were not operating. He went to the roof and discovered that the belt on the exhaust motor was broken. He obtained a belt and repaired the system. The portable smoke machine has arrived and after training, will be put into service. CPR mannequins have arrived and will be used in FF1/2 and for bi-annual CPR refresher training. Helmets, hoods, gloves, SCBA masks and uniform components for instructors have arrived and are being issued. We are awaiting delivery of several sets of turn out gear for new instructors.

Bob Hansson, Director, Toms River FTC

P.O. Type: Contract Print Perpetual, Revenue, & G/L Accounts: N Open: N Void: N Paid: Y
 Format: Condensed Held: N Aprv: N Rcvd: Y
 Range: 03- -111-51 -001 to 03- -134-54 -743 Bid: Y State: Y Other: Y Exempt: Y
 Rcvd Batch Id Range: First to Last Paid Date Range: 11/13/20 to 12/09/20 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
03- -111-53 -003	INSTRUCTOR'S REMUNERATION					
G0005	GABRIEL, RICHARD	20-01333	INSTRUCTOR REMUNERATION	210.00	0.00	
E0199	ESPOSITO, KEVIN	20-01334	INSTRUCTOR REMUNERATION	410.00	0.00	
25023	SIMONE, GARY JR.	20-01335	INSTRUCTOR REMUNERATION	120.00	0.00	
G0127	GORMAN, RICHARD	20-01338	INSTRUCTOR REMUNERATION	440.00	0.00	
				1,180.00		
03- -112-51 -024	HEALTH BENEFITS					
B0074	BENECARD SERVICES, INC.	20-01261	11/20 PRESCRIPTION PLAN#1319	2,438.16	0.00	
U0047	UNITED HEALTHCARE INSURANCE CO	20-01282	12/20 INS. EMPLOYER #25283	653.74	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	20-01309	11/20 HEALTH	4,794.22	0.00	
				7,886.12		
03- -112-54 -024	HEALTH BENEFITS/DISABILITY					
B0074	BENECARD SERVICES, INC.	20-01261	11/20 PRESCRIPTION PLAN#1319	7,948.29	0.00	
U0046	UNITED HEALTHCARE INS. CO.	20-01277	12/20 INS. CUSTOMER #04P2972	223.07	0.00	
U0047	UNITED HEALTHCARE INSURANCE CO	20-01282	12/20 INS. EMPLOYER #25283	1,634.35	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	20-01309	11/20 HEALTH	21,728.06	0.00	
H0033	HARTFORD INSURANCE COMPANY	20-01311	12/20 INSURANCE GROUP #680338	986.48	0.00	
				32,520.25		
03- -112-55 -024	HEALTH BENEFITS/DISABILITY					
B0074	BENECARD SERVICES, INC.	20-01261	11/20 PRESCRIPTION PLAN#1319	1,061.45	0.00	
U0046	UNITED HEALTHCARE INS. CO.	20-01277	12/20 INS. CUSTOMER #04P2972	23.05	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	20-01309	11/20 HEALTH	3,360.14	0.00	
H0033	HARTFORD INSURANCE COMPANY	20-01311	12/20 INSURANCE GROUP #680338	190.02	0.00	
				4,634.66		
03- -113-53 -064	TOOLS & EQUIPMENT					
A0153	AMERICAN SAFETY &	20-01256	FOG MACHINE	1,164.00	0.00	
03- -113-53 -074	OFFICE EQUIPMENT					
B0012	BANK OF AMERICA	20-01314	PROCUREMENT PURCHASES	59.99	0.00	
03- -119-54 -272	LEGAL					
B0214	BRASLOW, RICHARD M. ESQ	20-01337	LEGAL SERVICES	90.00	0.00	
03- -119-55 -272	LEGAL					
B0214	BRASLOW, RICHARD M. ESQ	20-01337	LEGAL SERVICES	119.00	0.00	
03- -123-55 -417	CREDIT CARD FEES					
T0134	TOMS RIVER FIRE COMMISSIONERS	20-01336	CREDIT CARD FEES	44.90	0.00	
03- -124-53 -446	TRAINING & MATERIALS					
A0153	AMERICAN SAFETY &	20-01256	FOG MACHINE	248.00	0.00	

December 9, 2020
02:53 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1
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
03- -124-54 -449	PHYSICAL FITNESS					
T0145	TOMS RIVER FITNESS CENTER	20-01226	PHYSICAL FITNESS	20.00	0.00	
03- -125-51 -487	CLOTHING					
A0023	ACTION UNIFORM COMPANY	20-00997	DISPATCHER UNIFORMS	2,967.00	0.00	
03- -125-53 -487	CLOTHING					
A0023	ACTION UNIFORM COMPANY	20-00931	UNIFORMS F.A.	1,429.00	0.00	
C0172	CONTINENTAL FIRE & SAFETY	20-00953	BOOTS & HELMETS F.A.	<u>3,112.00</u>	0.00	
				4,541.00		
03- -126-53 -530	FUEL(BUILDING/AUTO)					
N0155	NEW JERSEY NATURAL GAS CO.	20-01304	ACCT#22-0009-3986-41	202.63	0.00	
T0175	TOWNSHIP OF TOMS RIVER	20-01308	10/20 FUEL JOINT	<u>44.00</u>	0.00	
				246.63		
03- -126-53 -531	SUPPLIES					
A0068	AGT BATTERY SUPPLY	20-01211	BATTERIES HAND SANITIZERS	11.20	0.00	
H0100	HOME DEPOT	20-01303	SUPPLIES	<u>11.96</u>	0.00	
				23.16		
03- -126-54 -529	FUEL					
T0175	TOWNSHIP OF TOMS RIVER	20-01308	10/20 FUEL JOINT	477.42	0.00	
03- -126-55 -529	FUEL					
T0175	TOWNSHIP OF TOMS RIVER	20-01308	10/20 FUEL JOINT	137.91	0.00	
03- -127-51 -567	TELEPHONE					
R0012	RACKSPACE US, INC.	20-01257	EMAIL OCT ACCT#030-34971557175	80.85	0.00	
V0008	VERIZON CABS	20-01317	PHONE JOINT	8,028.52	0.00	
V0009	VERIZON	20-01345	PHONE JOINT	<u>391.05</u>	0.00	
				8,500.42		
03- -127-53 -566	UTILITIES					
J0048	JCP&L	20-01275	ACCT#200 000 001 020	191.48	0.00	
S0337	SUEZ WATER T.R.	20-01343	11/20 F.A.	<u>323.68</u>	0.00	
				515.16		
03- -127-53 -567	TELEPHONE					
F0171	4X TECHNOLOGIES, LLC	20-01281	11/20 SERVICES JOINT	226.48	0.00	
03- -127-53 -568	INTERNET					
R0012	RACKSPACE US, INC.	20-01257	EMAIL OCT ACCT#030-34971557175	4.95	0.00	
V0009	VERIZON	20-01345	PHONE JOINT	<u>255.00</u>	0.00	
				259.95		
03- -127-54 -567	COMMUNICATIONS					
F0171	4X TECHNOLOGIES, LLC	20-01281	11/20 SERVICES JOINT	289.35	0.00	
V0010	VERIZON WIRELESS	20-01312	ACCT#720641376-00001	<u>289.08</u>	0.00	
				578.43		
03- -127-54 -568	INTERNET					
R0012	RACKSPACE US, INC.	20-01257	EMAIL OCT ACCT#030-34971557175	62.70	0.00	

December 9, 2020
02:53 PM

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

Page No: 3

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
03- -127-54 -568 V0009 VERIZON	INTERNET	20-01345	PHONE JOINT	119.99 182.69	0.00	
03- -127-55 -567 V0010 VERIZON WIRELESS	COMMUNICATIONS	20-01312	ACCT#720641376-00001	57.01	0.00	
03- -128-53 -607 A0153 AMERICAN SAFETY & M0029 MARCO TECHNOLOGIES, LLC	OFFICE SUPPLIES/SHIPPING	20-01256 20-01297	FOG MACHINE COPIES F.A.	85.00 113.21 198.21	0.00 0.00	
03- -129-53 -657 B0053 BC EXPRESS, INC. S0210 SOUTH JERSEY LIFT, INC. M0143 M & M CLEANING SERVICE, INC. M0029 MARCO TECHNOLOGIES, LLC K0030 KEITH'S LAWN MAINT. SERVICE	MAINTENANCE	20-01252 20-01279 20-01301 20-01315 20-01339	MAINT. CONTRACTS REPAIR FORK LIFT 11/20 MAINT. MAINT. CONTRACT F.A. 11/20 SERVICE	310.00 625.00 352.00 429.00 450.00 2,166.00	0.00 0.00 0.00 0.00 0.00	
03- -129-54 -648 N0215 NORWOOD AUTO PARTS J0014 J & R PRO AUTOMOTIVE	VEHICLE REPAIR	20-01332 20-01346	BATTERY #127 & WIPERS #127, #177	127.39 49.95 177.34	0.00 0.00	
03- -129-55 -648 J0014 J & R PRO AUTOMOTIVE	VEHICLE REPAIR	20-01346	#127, #177	224.95	0.00	
03- -133-51 -701 S0165 SKIP'S FLORIST	CONTINGENCIES	20-01286	MESINA	75.95	0.00	
Fund Total:				69,522.63		
Total Charged Lines: 75 Total List Amount:				69,522.63	Total Void Amount:	0.00

RECLASS DEPOSITS TO UNANTICIPATED REVENUE

<u>FROM:</u>	<u>CK#:</u>	<u>FOR:</u>	<u>AMOUNT:</u>
Selective Insurance	11064574	Health insurance 4th qtr. 2020	2,296.19
Selective Insurance	11105904	Insurance claim vehicle #157	500.00

Range of Accounts: 03- -111-51 -001 to 03- -112-55 -024
 Range of Dates: 11/13/20 to 12/09/20
 Range of Reason Codes: ALL
 Include Enc/Expd/Acct Pybl with EOY Reason: Yes Include Non-Budgeted: Y
 Adds: N Changes: N Transfers In: N
 Transfers Out: N Expenditures: Y Refunds: Y
 Reimbursements: N Encumbrances: N Canceled: N
 Check Payments: N Accounts Payable: N
 PO Encumbrances: N Contract Encm: N Received PO: N

Account No	Account Description	Class Id	Class Description	Amount	User	Item #
Date	Type	Transaction Data/Comment	Vendor/Source			
03- -111-51 -001	SALARIES					
11/20/20 Expd		W/E 11-19-20 DISPATCH		22,103.69	DM	B 2082 5
11/30/20 Expd		W/E 12-3-20 DISPATCH		35,393.27	DM	B 2088 5
Total Expenditures:	2	57,496.96				
03- -111-53 -003	INSTRUCTOR'S REMUNERATION					
11/20/20 Expd		W/E 11-19-20 F.A. INST.		3,697.50	DM	B 2082 7
11/30/20 Expd		W/E 12-3-20 F.A. INST.		3,002.50	DM	B 2088 7
Total Expenditures:	2	6,700.00				
03- -111-53 -004	FIRE ACADEMY COORDINATOR					
11/20/20 Expd		W/E 11-19-20 F.A. COOR.		769.23	DM	B 2082 6
11/30/20 Expd		W/E 12-3-20 F.A. COOR.		769.23	DM	B 2088 6
Total Expenditures:	2	1,538.46				
03- -111-54 -001	SALARIES					
11/20/20 Expd		W/E 11-19-20 BUR ADM		24,516.93	DM	B 2082 3
11/30/20 Expd		W/E 12-3-20 BUR ADM		26,090.16	DM	B 2088 3
Total Expenditures:	2	50,607.09				
03- -111-55 -001	SALARIES					
11/20/20 Expd		W/E 11-19-20 U.C.C.		6,497.11	DM	B 2082 4
11/30/20 Expd		W/E 12-3-20 U.C.C.		4,923.88	DM	B 2088 4
Total Expenditures:	2	11,420.99				
03- -112-51 -021	PAYROLL TAXES					
11/20/20 Expd		W/E 11-19-20 TAXES		1,615.56	DM	B 2082 11
11/30/20 Expd		W/E 12-3-20 TAXES		2,628.29	DM	B 2088 11
Total Expenditures:	2	4,243.85				
03- -112-53 -021	PAYROLL TAXES					
11/20/20 Expd		W/E 11-19-20 TAXES		343.39	DM	B 2082 12
11/30/20 Expd		W/E 12-3-20 TAXES		269.10	DM	B 2088 12
Total Expenditures:	2	612.49				
03- -112-54 -021	PAYROLL TAXES					
11/20/20 Expd		W/E 11-19-20 TAXES		1,945.53	DM	B 2082 9
11/30/20 Expd		W/E 12-3-20 TAXES		1,798.17	DM	B 2088 9
Total Expenditures:	2	3,743.70				

December 9, 2020
03:53 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2020 Detail Expenditure Transaction Inquiry By Account

Page No: 2

Account No	Account Description	Class Id	Class Description	Amount	User	Item #
Date	Transaction Data/Comment		Vendor/Source			
03- -112-55 -021	PAYROLL TAXES					
11/20/20 Expd	W/E 11-19-20 TAXES			329.68	DM	B 2082 10
11/30/20 Expd	W/E 12-3-20 TAXES			329.68	DM	B 2088 10
Total Expenditures:	2	659.36				

Fund Description	Fund	Expenditures	Refund Expend
	03	137,022.90	0.00
Total Of All Funds:		137,022.90	0.00

Report Totals	Accounts	Transactions	Amount
Transaction Type			
Total Expenditures:	9	18	137,022.90
Total Refund Expend:	0	0	0.00