

**Toms River Fire Commissioners
Joint Board Meeting Minutes
Toms River Fire Academy
March 10, 2021**

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

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

Geoghegan stated he circulated an email requesting one line be added to the private executive minutes. Bierbaum stated he did not send yet but will send to the District No.1 board office for redaction of the closed session minutes.

Motion Minkler second Bierbaum to approve minutes of the February 19, 2021 meeting with adding line into the executive portion of the minutes providing a copy is made available for inspection by the public during this meeting.

AYES-8 NAYS-0 ABSTAIN-0 CARRIED

BIDS- None

COMMUNICATIONS –No report

FIRE DISPATCH SUPERVISOR SAHATJIAN – (see inserted report)

FIRE ACADEMY- Latshaw stated:

1. Firefighter 1 and Firefighter 2 evening class which starts in September already has twenty-four students.
2. The Academy has developed several interactive online classes.
3. Several construction projects have been delayed because of weather.
4. HVAC has been serviced and the heater unit is not working. The cost to repair is \$3,900. A copy has been placed in all folders for review.
5. Sweeper has been overhauled and fully functional, the charger has been installed for the electric forklift and the other forklift is awaiting repair.
6. Burning of the Bread Ceremony has been scheduled for March 26th

FIRE ACADEMY DIRECTOR HANSSON – (See inserted report)

BUREAU OF FIRE PREVENTION- No report

BUREAU CHIEF ESPOSITO – (See inserted report)

LEGISLATION- No report

FIRE OFFICERS ASSOCIATION – No report

INSURANCE- No report

DISTRICT NO.1 ADMINISTRATOR KUBIEL – Kubiel stated the ballot questions are to be submitted soon and asked whether a question should be placed on the agenda as it relates to the paving and other projects. The boards agreed to move forward with placing \$150,000 question on ballot.

DISTRICT NO. 2 ADMINISTRATOR CARSON – No report

BILLS

Chairman Geoghegan stated in reviewing the bills there are legal charges incurred in the amount of \$592.00 with District No.2 portion being \$213.12. He stated there is no joint board attorney and believes highly unethical to pay an attorney that has taken adversary position against District 2 therefore will pay District No.1 the final bill \$44,183.32.

Motion Quinlisk second Bierbaum for District No. 2 to pay \$44,183.32 for their share of the bills (See inserted list)
AYES-4 NAYS-0 ABSTAINED-0 **CARRIED**

Motion Autenrieth second Latshaw for District No. 1 to pay the bills. (See inserted list)
AYES-4 NAYS-0 ABSTAINED-0 **CARRIED**

Kubiel requested Groupe Lacasse for the purchase of chairs in 2020 be paid between meetings and billed next month, in the amount of \$28,165.89 (both boards in agreement)

NEW BUSINESS

HIRING PER-DIEM DISPATCHERS- Motion Minkler second Willson to hire (2) per diem fire dispatchers per Sahatjian recommendation.

AYES-8 NAYS-0 ABSTAINED-0 **CARRIED**

REPAIR PROPOSAL FOR TRANE- Latshaw said this was discussed under the fire academy report just wanted to make sure both boards aware of the cost to repair.

Motion Willson second Latshaw to pay for repair from Tozour Trane in the amount of \$3,924.00

AYES-8 NAYS-0 ABSTAINED-0 **CARRIED**

Minkler stated he would like to make a proposal to District No.2 as it relates to the fire sub-code official position.

Proposal is as follows: District No.2 take the fire sub-code official. District No.1 will step back. District No.2 made a very passionate case to District No.1 that it needs to stay within the fire service plus District No.2 works better with the town. In order for this service to be advantageous to both boards District No.1 suggests the Fire Bureau be split, District No. 2 takes the fire districts inspections and District No.1 takes theirs, this way it still remains in the fire service. If District No.2 has any questions they can reach out to Minkler or Convery and if District No.2 would like District No.1 to contact the town to advise them that District No.1 is no longer involved with the negotiations, they can do that also.

Geoghegan thanked District No.1 for coming forth with a proposal and will definitely look into it, but stated before any discussion can take place the tort notice that District No.1 filed against the Township, District No. 2, individual fire commissioners need to be withdrawn completely. When tort notice was filed all negotiations were stopped. To be discussed by both boards separately.

PARTICIPATION BY THE PUBLIC-Everett Seaman from ERS Fleet repair stated he reached out to Fire & Safety as it relates to the truck that is to be donated by Lakewood Fire Company to the Fire Academy. The foam system is antiquated and if the board plans on moving forward it is suggested to update to the new Husky foam system.

Latshaw asked Hansson if this piece will strictly be used for the fire academy. Hansson replied yes.

CLOSED SESSION- None

There being no further business, Motion Willson second Autenrieth to close the meeting @ 6:35 p.m.

AYES-8 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 March 2021

1. Starting March 15, the inspectors will be adding building data back into Spillman for fire department use.

Respectfully,

A handwritten signature in cursive script that reads "Kevin Esposito".

Kevin Esposito,
Chief Inspector



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 March 2021

1. Outside agencies using the facility in February and March; TRPD K9, NJDFS, OC Fire Prevention Assoc., RWJBarnabas Blood Services, Laurelton VFC and Jackson Sta 54 . TR Fire Cos conducted live fire and other training and also completed mandatory fit testing. CPR training is underway for Dist 1 companies which are due this year. We currently have 17 dates scheduled for out of town companies for training throughout 2021.
2. The regular nighttime FF 1/2 class started Sept 14 with 24 students, 12 TRFD and 12 out of town. There are currently 23 students remaining in the class. All 23 students passed the State Haz Mat Awareness test on the first try. Fire Prevention Inspector Course is complete. Several students will be taking the State re-test this month. EVOC has been completed as has Fire Police Certification and recertification. The list for Spring 2021 classes is out with dates for some classes TBA. The 20 courses scheduled are a mix of in person hands on, hybrid and remote learning classes and have about 200 students enrolled from TR and out of town companies.
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. Haz Mat Operations refresher course is currently posted for online delivery.
4. Several construction and repair projects are or will soon be underway. Roof repairs are awaiting favorable weather as is paving the extrication pad. Sprinkler system upgrades were completed. Preventive maintenance has been completed on the HVAC system. The portable smoke machine has arrived and has been put into service. CPR mannequins have arrived and are being used in FF1/2 and Co. recert classes. The sweeper has been overhauled and is fully functional. The new charger has been installed for the electric forklift and the LOLL forklift is awaiting repairs.
5. Plans are being made for the "Burning of the Bread" on March 26th. The plan is for an event similar to last years where there is no public participation. Members of the Citizens Council will pick up the bags and our staff will burn them.

Respectfully submitted

Bob Hansson, Director, Toms River FTC



TOMS RIVER FIRE DEPARTMENT

COMMUNICATIONS DIVISION

Supervisor: John A. Sahatjian
Cell: 732-691-1682 / 732-272-3840
Email: Jsahatjian@trfire.org

March 10, 2021 (Report submitted March 5, 2021)

- Very good meeting with Novak / Janora regarding Spillman. Meeting to follow with FB on Monday March 8.
- Radios – waiting on new consoles
- Interviews complete.
 - Recommend to hire two per diem dispatchers both are from toms river and have dispatching experience.
 - John Crosio
 - Thomas Pullaro

TR Fire / EMS Calls Year to Date

Fire: 286

EMS: 2003

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
03- -119-53 -272 R0127	LEGAL ROTHSTEIN, MANDELL, STROHM,	20-01431	PROFESSIONAL SERVICES	37.00	0.00	
03- -119-54 -272 R0127	LEGAL ROTHSTEIN, MANDELL, STROHM,	20-01431	PROFESSIONAL SERVICES	333.00	0.00	
03- -123-53 -416 N0015	DUES & SUBSCRIPTIONS N.J. DIV. OF FIRE SAFETY	21-00148	F.A. RENEWAL ID#12032	30.00	0.00	
03- -123-55 -417 T0134	CREDIT CARD FEES TOMS RIVER FIRE COMMISSIONERS	21-00173	CREDIT CARD FEES	52.90	0.00	
03- -124-53 -446 F0083	TRAINING & MATERIALS FIRE ENGINEERING BOOKS	21-00106	FIRE OFFICER HANDBOOK	856.00	0.00	
03- -126-53 -530 N0155	FUEL(BUILDING/AUTO) NEW JERSEY NATURAL GAS CO.	21-00130	ACCT#22-0009-3986-41	1,071.39	0.00	
03- -126-54 -529 P0110	FUEL PETROLEUM TRADERS CORPORATION	21-00177	FUEL JOINT ACCT#991249/2	998.52	0.00	
03- -127-51 -567 V0008 V0009	TELEPHONE VERIZON CABS VERIZON	21-00159 21-00179	PHONE JOINT 201 M55-5559 269 PHONE JOINT	9,617.21 376.86 <u>9,994.07</u>	0.00 0.00	
03- -127-53 -566 J0048 T0165 S0337	UTILITIES JCP&L TOMS RIVER M.U.A. SUEZ WATER T.R.	20-01429 21-00131 21-00149	ACCT#200 000 001 020 2ND QTR. 2021 02/21 F.A.	3,285.80 336.02 <u>316.59</u> 3,938.41	0.00 0.00 0.00	
03- -127-53 -568 V0009	INTERNET VERIZON	21-00179	PHONE JOINT	216.63	0.00	
03- -127-54 -567 V0010	COMMUNICATIONS VERIZON WIRELESS	21-00157	ACCT#720641376-0001	289.08	0.00	
03- -127-54 -568 V0009	INTERNET VERIZON	21-00179	PHONE JOINT	119.99	0.00	
03- -127-55 -567 V0010	COMMUNICATIONS VERIZON WIRELESS	21-00157	ACCT#720641376-0001	57.01	0.00	
03- -128-53 -607 M0029 S0265	OFFICE SUPPLIES/SHIPPING MARCO TECHNOLOGIES, LLC STAPLES	21-00160 21-00170	COPIES F.A. EMBOSSER F.A.	73.26 <u>35.99</u> 109.25	0.00 0.00	
03- -128-54 -607 S0300	OFFICE SUPPLIES/SHIPPING STEWART BUSINESS SYSTEMS	21-00156	COPIER MAINT. BUREAU	931.00	0.00	

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
03- -128-55 -607 W0004 W.B. MASON CO., INC.	OFFICE SUPPLIES/SHIPPING	21-00178	SUPPLIES BUREAU	1,737.64	0.00	
03- -129-51 -649 E0002 E.J. SCHUSTERS	EQUIPMENT REPAIR	21-00052	CHAIR PARTS DISPATCH	50.00	0.00	
03- -129-53 -649 B0227 BRICKTOWN ELECTRICAL	BUILDING MAINTENANCE	21-00174	REPAIR @ F.A.	1,108.71	0.00	
03- -129-53 -657 M0143 M & M CLEANING SERVICE, INC. T0179 TOZOUR ENERGY SYSTEMS, INC. B0001 B SAFE, INC.	MAINTENANCE	21-00128 21-00166 21-00176	02/21 MAINT. HVAC MAINT. F.A. ALARM INSPECTION F.A.	352.00 1,283.75 182.50	0.00 0.00 0.00	
				<u>1,818.25</u>		
03- -129-54 -650 C0049 CDW-GOVERNMENT	RADIO & I/T REPAIR	21-00053	BARRACUDA BUREAU	2,600.00	0.00	
03- -129-54 -657 T0175 TOWNSHIP OF TOMS RIVER S0300 STEWART BUSINESS SYSTEMS	MAINTENANCE	21-00123 21-00156	SDL LICENSES BUREAU COPIER MAINT. BUREAU	2,000.00 1,648.88	0.00 0.00	
				<u>3,648.88</u>		
03- -129-55 -657 T0175 TOWNSHIP OF TOMS RIVER	MAINTENANCE	21-00123	SDL LICENSES BUREAU	500.00	0.00	
	Fund Total:			68,631.92		
Total Charged Lines: 60 Total List Amount: 68,631.92 Total Void Amount:				0.00		

FUNDS RECEIVED AND DEPOSITED

<u>FROM:</u>	<u>CK#:</u>	<u>FOR:</u>	<u>AMOUNT:</u>
Conner Strong	200681	Refund Benecard 2020 overcharge	465.02
Conner Strong	200681	Refund Benecard 2020 overcharge	1,528.21
Mesina	1221	Refund 2020 W/C payment	2,295.00

Range of Accounts: 03- -111-51 -001 to 03- -112-55 -024
 Range of Dates: 02/20/21 to 03/10/21
 Range of Reason Codes: ALL
 Include Enc/Expd/Acct Pybl with EOY Reason: Yes Include Non-Budgeted: Y
 Add: N Changes: N Transfers In: N
 Transfers Out: N Expenditures: Y Refunds: Y
 Reimbursements: N Encumbrances: N Cancels: 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	Transaction Data/Comment	Vendor/Source				
03- -111-51 -001	SALARIES					
02/25/21 Expd	W/E 2-25-21 DISPATCH			19,153.97	DM	B 2109 5
Total Expenditures:	1			19,153.97		
03- -111-53 -003	INSTRUCTOR'S REMUNERATION					
02/25/21 Expd	W/E 2-25-21 F.A. INST.			2,682.01	DM	B 2109 7
Total Expenditures:	1			2,682.01		
03- -111-53 -004	FIRE ACADEMY COORDINATOR					
02/25/21 Expd	W/E 2-25-21 F.A. COOR.			769.23	DM	B 2109 6
Total Expenditures:	1			769.23		
03- -111-54 -001	SALARIES					
02/25/21 Expd	W/E 2-25-21 BUR ADM			26,715.41	DM	B 2109 3
Total Expenditures:	1			26,715.41		
03- -111-55 -001	SALARIES					
02/25/21 Expd	W/E 2-25-21 U.C.C.			5,519.02	DM	B 2109 4
Total Expenditures:	1			5,519.02		
03- -112-51 -021	PAYROLL TAXES					
02/25/21 Expd	W/E 2-25-21 TAXES			1,576.89	DM	B 2109 11
Total Expenditures:	1			1,576.89		
03- -112-53 -021	PAYROLL TAXES					
02/25/21 Expd	W/E 2-25-21 TAXES			155.67	DM	B 2109 12
Total Expenditures:	1			155.67		
03- -112-54 -021	PAYROLL TAXES					
02/25/21 Expd	W/E 2-25-21 TAXES			2,016.60	DM	B 2109 9
Total Expenditures:	1			2,016.60		
03- -112-55 -021	PAYROLL TAXES					
02/25/21 Expd	W/E 2-25-21 TAXES			390.96	DM	B 2109 10
Total Expenditures:	1			390.96		

Fund Description	Fund	Expenditures	Refund Expend
	03	58,979.76	0.00
Total of All Funds:		<u>58,979.76</u>	<u>0.00</u>