

**MINUTES**  
**TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1**  
**EAST DOVER FIRE COMPANY**  
**March 2, 2022**

Commissioner Tutela called a regular meeting to order at 6:50 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  
Golden – present                          Minkler-present  
Tutela – present

Administrator Kubiel and Attorney Appleby were present.  
Bisceglie present to take minutes

Tutela thanked all for coming out to support himself, Golden and the budget. He would also like to dedicate this meeting to George Convery for his 30 years on this board and to Thomas Fried past commissioner who passed away recently.

**APPROVING THE MINUTES**

Motion Autenrieth second Minkler to approve the February 16, 2022 minutes providing a copy is made available for inspection by the public during this meeting.

Ayes – 4    Nays – 0 **CARRIED**  
(Golden abstain)

**REPORTS OF COMMITTEES**

**COMMUNICATION** – No report

**FIRE PREVENTION BUREAU** – Minkler stated the new inspector started Monday February 28.

**FIRE ACADEMY** – Latshaw stated new classes have started. Minkler stated a meeting with liaisons, director and administrators needs to be scheduled to discuss the nonpayment of classes from outside fire companies. Kubiel stated letters have gone out to the companies that have not paid. Tutela stated an email was received that the daytime firefighter 1 & 2 class will be held over the summer. He stressed the importance of having Toms River Firefighters in this class.

**INSURANCE-** Tutela stated one firefighter sustained a minor injury during the Pleasant Plains fire. Asked if Kubiel could check with Kreans to see about the parts to repair the district chief vehicle.

**POLICE/EMERGENCY MANAGEMENT-** No report

**LEGISLATION** – Autenrieth reported mask mandates have been lifted effective March 7, 2022.

**TOWNSHIP COUNCIL AND MAYOR** – No report

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

**FIRE OFFICERS ASSOCIATION-** Autenrieth stated they held a virtual meeting where several issues are being addressed.

**ADMINISTRATOR KUBIEL REPORT** - Kubiel stated:

1. Truck repair report in the folders for review
2. 2525 has some major work to be done so it will be out of commission for several weeks.

**ATTORNEY REPORT** – Congratulated both Golden and Tutela and thanked them for the re-appointment as the board's attorney.

**REPORTS OF FIRE OFFICERS**

**DISTRICT CHIEF E. SEAMAN** – Seaman stated they started off the month busy with the fire on the barrier island and major fire on the mainland. Job well done by all.

**CO. 1 CHIEF SIMONE JR** – Simone Jr. stated the month started off busy.

**CO. 2 CHIEF A. CIRZ** –Cirz stated the annual stair climb in Philadelphia is April 9<sup>th</sup> 2022.

**Motion Autenrieth second Latshaw for firefighters to participate in the annual stair climb on April 9<sup>th</sup> 2022 in Philadelphia.**  
**Ayes – 5    Nays – 0    CARRIED**

**CO. 3 CHIEF CALVO** – Calvo asked if there is any progress on the sale of the old boat. Kubiel stated he will start the process. He requested if the boat could be in the water April 1<sup>st</sup>.

**CO. 4 CAPTAIN D. GORESH** – Goresh stated that their company is at 100% as it relates to the mandate training.

Tutela wanted to thank all for their hard work recently. He would like the chiefs to consider writing a brief summary on what goes on after a fire. Would like to point out to the public as firefighter what they experience during a call.

**ISLAND HEIGHTS** – Tutela thanked Island Heights for their assist with several fires over the past several weeks.

**SEASIDE HEIGHTS** – No representation

**FIRE OFFICERS ASSOCIATION** – No report

**REMOVALS FROM THE ROLLS** – None

**APPLICATIONS FOR MEMBERSHIP**- Christopher D'Angelo Co.3 (Seasonal) pending physical.  
**Motion Autenrieth second Tutela to accept Christopher D'Angelo Co.3 (Seasonal) pending physical**  
**Ayes – 5    Nays – 0    CARRIED**

**UNFINISHED BUSINESS** - None

**NEW BUSINESS**

**RESOLUTION FDIC** A resolution was presented, Motion Golden second Autenrieth authorizing payment for reimbursement to Commissioner Richard Tutela, Administrator Brian Kubiel, District Chief Everett Seaman and Chief Joseph Catapano toward expenses and incidentals.

**ROLL CALL VOTE**

Latshaw-Yes    Golden- Yes  
Autenrieth-Yes    Minkler-Yes  
Tutela -Abstain

**CARRIED**

**BILLS**

**Motion Minkler second Autenrieth to approve the bill list for March 2<sup>nd</sup> 2022. (SEE INSERTED LIST)**  
**Ayes – 5    Nays – 0    CARRIED**

**PARTICIPATION BY THE PUBLIC**- Dan Goresh reminded all to please respond to the dinner. Also their golf outing is May 19<sup>th</sup> if anyone was interested in participating.

**Motion Tutela second Autenrieth to go into Closed Session @ 7:14 p.m.**

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

1. Personnel/firefighters
2. GRC complaint

**Motion Autenrieth second Minkler to go back into open session @ 8:08 p.m.**

**Ayes – 5    Nays – 0**

**CARRIED**

**There being no further business, motion Tutela second Latshaw to close the meeting @ 8:08 p.m.**

**Ayes - 5    Nays -0**

**CARRIED**

Respectfully submitted

*Leonard Minkler, Clerk*

**RESOLUTION OF THE TOMS RIVER BOARD OF FIRE COMMISSIONERS,  
DISTRICT NO.1 IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN,  
STATE OF NEW JERSEY, AUTHORIZING PAYMENT FOR REIMBURSEMENT TO  
COMMISSIONER RICHARD TUTELA, CHIEF ADMINISTRATOR BRIAN KUBIEL,  
DISTRICT CHIEF EVERETT SEAMAN AND CHIEF JOSEPH CATAPANO OF THE  
FIRE DISTRICT TOWARD HIS EXPENSES AND INCIDENTALS**

**March 2, 2022**

**WHEREAS**, N.J.S.A. 40 A: 14-81.5 allows for the fire districts to provide for and authorize payment to officers and employees of the fire district toward their expenses and incidentals thereto; and

**WHEREAS**, the Fire Commissioners of District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey, have agreed for Commissioner Richard Tutela and Chief Joseph Catapano to attend the FDIC Conference to be held April 24<sup>th</sup> –April 30<sup>th</sup> 2022; and

**WHEREAS**, the monies to be reimbursed are to be applied to food, specific travel expenses and cost that are related to the conference; and expenses incurred shall not exceed \$65 per diem for meals and \$200 for ground travel; and

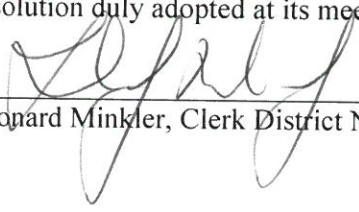
**WHEREAS**, all officers and members who are receiving said reimbursement shall be obligated to provide a verification of their expenses, for the purposes as outlined in this Resolution pursuant to N.J.S.A. 40 A: 14-81.5. Said officers and members are required to provide detailed invoices of all items which shall be accompanied by the Certification of the expenses incurred as a result of their attendance at the Conference. Said bill shall be submitted ten (10) days after completion of the travel for which reimbursement will be made.

**NOW, THEREFORE**, be it resolved that Toms River Board of Fire Commissioners District No. 1 hereby authorizes payment to the following:

Commissioner Richard Tutela  
Chief Administrator Brian Kubiel  
District Chief Everett Seaman  
Chief Joseph Catapano

**CERTIFICATION**

I, Leonard Minkler, Clerk of the Toms River Township Fire Commissioners District No. 1, in the Township of Toms River, 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 March 2, 2022.

  
Leonard Minkler, Clerk District No.1

3.2.22  
Date

March 2, 2022  
01:45 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
2021-2022 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 -811	Bid: Y	State: Y	Other: Y
Rcvd Batch Id Range: First	to Last	Exempt: Y	Include Non-Budgeted: N	
Prior Year Only: N	Encumbrance Date Range: First	to 12/31/22		
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
Vendor						
01- -112-05 -024	HEALTH BENEFITS/DISABILITY					
U0046	UNITED HEALTHCARE INS. CO.	22-00135	03/22 INS. CUSTOMER #04P2972	130.46	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	22-00140	03/22 HEALTH	742.50	0.00	
C0055	CENTRAL JERSEY HEALTH INS FUND	22-00149	02/22 HEALTH INS. GROUP #1490	12,106.58	0.00	
H0033	HARTFORD INSURANCE COMPANY	22-00158	03/22 INSURANCE GROUP #680338	339.25	0.00	
				13,318.79		
	Extd Total:			13,318.79		
01- -113-01 -066	AIR CYLINDERS/SCOTTS					
M0090	MES INC.	22-00081	HEAD HARNESS	330.00	0.00	
	Extd Total:			330.00		
01- -114-05 -101	HYDRANT RENTAL					
S0337	SUEZ WATER T.R.	22-00159	02/22 ACCT#04402764900000	19,113.36	0.00	
	Extd Total:			19,113.36		
01- -119-05 -272	LEGAL					
R0080	RICCIO, ARMANDO LLC	22-00155	PROFESSIONAL SERVICE	1,287.50	0.00	
	Extd Total:			1,287.50		
01- -121-05 -346	ELECTION EXPENSES					
E0024	EAST DOVER FIRE CO. #4	22-00071	REIMB. SNOW STANDBY & ELECTION	90.00	0.00	
B0210	BRAMLETT, JACQUELINE	22-00112	2022 ELECTION WORKER	130.00	0.00	
S0038	SARTOR, GAYLE	22-00113	2022 ELECTION WORKER	130.00	0.00	
P0058	PARSONS, PATRICIA	22-00114	2022 ELECTION WORKER	130.00	0.00	
G0159	GRASSO, AMY	22-00115	2022 ELECTION WORKER	130.00	0.00	
C0080	CHONG, SARA	22-00116	2022 ELECTION WORKER	130.00	0.00	
F0060	FINTER, DAVID	22-00117	2022 ELECTION WORKER	130.00	0.00	
M0087	MERNA, JANICE	22-00118	2022 ELECTION WORKER	130.00	0.00	
M0031	MARINO, VINCENT	22-00119	2022 ELECTION WORKER	130.00	0.00	
M0032	MARINO, JOANN	22-00120	2022 ELECTION WORKER	130.00	0.00	
J0114	JONES, DONNA LEE	22-00121	2022 ELECTION WORKER	130.00	0.00	
M0092	METZ, RUTH	22-00122	2022 ELECTION WORKER	130.00	0.00	
S0241	SPINA, DONALD	22-00123	2022 ELECTION WORKER	130.00	0.00	
L0102	LENNY'S PIZZERIA & RESTAURANT	22-00139	FOOD FOR ELECTION	68.27	0.00	
C0033	CAPONE'S	22-00142	FOOD FOR ELECTION	143.98	0.00	
				1,862.25		
	Extd Total:			1,862.25		

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
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Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -123-05 -416 L0125 LEXIS-NEXIS	DUES/SUBSCRIPTIONS	22-00098	NJ REGISTER DIST#1	242.55	0.00	
	Extd Total:			242.55		
01- -124-01 -449 C0259 CRUNCH FITNESS	PHYSICAL FITNESS	22-00108	PHYSICAL FITNESS	195.00	0.00	
	Extd Total:			195.00		
01- -126-01 -529 R0087 RIGGINS, INC.	FUEL	22-00128	FUEL DIST#1	1,484.56	0.00	
01- -126-01 -531 C0172 CONTINENTAL FIRE & SAFETY N0215 NORWOOD AUTO PARTS	SUPPLIES	22-00124	TOOL FUEL CO#2	145.00	0.00	
		22-00156	SUPPLIES CO#2	31.70	0.00	
				<u>176.70</u>		
	Extd Total:			1,661.26		
01- -127-01 -567 F0171 4X TECHNOLOGIES, LLC 00207 OPTIMUM	COMMUNICATIONS	22-00101	02/22 SERVICES DIST#1	407.80	0.00	
		22-00146	02/22 ACCT#07867-114249-01-2	156.67	0.00	
				<u>564.47</u>		
	Extd Total:			564.47		
01- -127-05 -567 F0171 4X TECHNOLOGIES, LLC C0149 COMCAST CABLE	COMMUNICATIONS/UTILITIES	22-00101	02/22 SERVICES DIST#1	234.99	0.00	
		22-00157	ACCT#8499 05 194 0622198	295.72	0.00	
				<u>530.71</u>		
	Extd Total:			530.71		
01- -128-01 -606 F0133 1ST CHOICE SAFETY EQUIPMENT	OFFICE SUPPLIES/SHIPPING	22-00083	REPAIR CO#2	35.00	0.00	
	Extd Total:			35.00		
01- -128-05 -607 W0004 W.B. MASON CO., INC. 00070 OCEAN DATA FORMS M0029 MARCO TECHNOLOGIES, LLC	OFFICE SUPPLIES/SHIPPING	21-01356	SUPPLIES DIST#1	276.24	0.00	
		22-00132	WINDOW ENVELOPES	174.27	0.00	
		22-00143	COPIES DIST#1	105.51	0.00	
				<u>556.02</u>		
	Extd Total:			556.02		
01- -129-01 -648 J0014 J & R PRO AUTOMOTIVE	VEHICLE REPAIR	22-00154	2510, 910	34.95	0.00	
01- -129-01 -649 F0133 1ST CHOICE SAFETY EQUIPMENT	EQUIPMENT REPAIR	22-00083	REPAIR CO#2	236.00	0.00	



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TOMS RIVER TOWNSHIP FIRE DISTRICT #1  
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Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -129-01 -651 M0135 MINERVA CLEANERS	TURNOUT GEAR CLEAN/REPAIR	22-00106	REPAIRS	615.75	0.00	
01- -129-01 -652 M0090 MES INC.	SCOTTS REFILL/REPAIR	21-01209	PARTS DIST#1	165.00	0.00	
	Extd Total:			1,051.70		
01- -129-05 -648 J0014 J & R PRO AUTOMOTIVE	VEHICLE/EQUIPMENT REPAIRS	22-00154	2510, 910	493.71	0.00	
	Extd Total:			493.71		
01- -130-05 -290 P0070 PAYCHEX INC.	PAYROLL SERVICES	22-00145	02/22 PAYROLL	531.00	0.00	
	Extd Total:			531.00		
01- -133-01 -701 E0024 EAST DOVER FIRE CO. #4 00010 OCEAN BEACH FIRE CO. #3	CONTINGENCIES	22-00071	REIMB. SNOW STANDBY & ELECTION	286.89	0.00	
		22-00110	REIMB. SNOW STANDBY	120.33	0.00	
				407.22		
	Extd Total:			407.22		
	Fund Total:			42,180.54		
Total Charged Lines: 45 Total List Amount: 42,180.54 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>
Toms River Fire Dist#2	1321	Reimburse absentee ballot ad	215.95
Ocean County JIF	83443	Insurance claim 1-100	6,894.01
Joanne Stiles	9621	Health benefits 2022	37.68
Harrison Lewis	158	Fire Academy fees	350.00
Bureau of Fire Prevention	279	Bureau Revenue 01/22	20,862.42
Dominick Roselli	4628	Reimb. employee's P/R deductions	1,276.66
NJ Manufacturers Ins. Co.	3000067639	W/C 2021 audit	174.00
Toms River Fire Dist#2	1348	Joint bills 02/22	56,416.52
Lakewood Fire Dist#1	22076	Fire Academy fees	1,400.00