

**Toms River Fire Commissioners
Joint Board Meeting Minutes
Toms River Fire Academy
February 9, 2022**

Commissioner Britton 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
Duff-present	Convery – present
Heroy – present	Tutela – present
Willson-present	Latshaw –present
	Minkler – present

Administrator Carson was present. Attorney Appleby present and Administrator Kubiak present by phone.

Bisceglie present to take minutes

Motion Autenrieth second Willson to approve minutes of the January 12, 2022 regular meeting providing a copy is made available for inspection by the public during this meeting.

AYES-9 NAYS-0 ABSTAIN-0 CARRIED

COMMUNICATIONS –progress

FIRE DISPATCH SUPERVISOR SAHATJIAN – (see inserted report) Sahatjian stressed the importance of addressing the police taking over the EMS calls. He stated for the record he feels it is a disgrace that the fire service was not spoken to about this. It has created a difficult work environment for the dispatchers through no fault of theirs.

FIRE ACADEMY- Latshaw stated information has been distributed re: training.

FIRE ACADEMY DIRECTOR HANSSON – (See inserted report) Hansson discussed his disappointment with the EMT class that the fire academy currently houses for free which allows four firefighters to participate. He suggested possibly the liaisons or administrators meet to discuss this with RWJ how we can possibly make some changes. He also stressed the importance of the mandatory training, required by the state. The fire academy has their computers open if members need to use them.

BUREAU OF FIRE PREVENTION- No report

BUREAU CHIEF NOVAK – (See inserted report) Duff asked if Chief Novak was aware of this new home inspection program that the Township is starting and how it affects the Bureau. Novak stated he set up a meeting with Craig Ambrosio from Code enforcement where they discussed the program. As part of the documents for the CCO the seller of residential property would have to produce a certificate of fire code compliance amongst other certifications. This program is to commence July 1st.

LEGISLATION- No report

FIRE OFFICERS ASSOCIATION – No report

INSURANCE- No report

DISTRICT NO.1 ADMINISTRATOR KUBIEL – No report

DISTRICT NO. 2 ADMINISTRATOR CARSON – Carson stated the DCA sent out information re: facial hair policy, it may possibly be a criminal charge if found in violation. Carson, Kubiel and Sahatjian met with the township and police department in relation to the radio system where basic framework was discussed as well as the fire channels being encrypted.

BILLS

Motion Duff second Heroy for District No. 2 to pay \$56,416.52 for their share of the bills (See inserted list)

AYES-4 NAYS-0 CARRIED

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

AYES-5 NAYS-0 CARRIED

NEW BUSINESS

RESOLUTION TO HIRE BRUCE MILLER AS FIRE INSPECTOR District No.1 was would like to have this discussed in closed session as they were not involved in the interviews. Tabled until after closed session

Britton congratulated Commissioner Convery on his retirement. Convery thanked all and stated he enjoyed working with everyone for his 30 years of service.

PARTICIPATION BY THE PUBLIC- John Gonzalez asked why the power DMS classes cannot be done on tablets or phones. Sam Seaman responded that the program is not set up to allow that. He asked if both boards think that this town would be better served without the fire districts. The boards responded no. He then stated the boards should put their differences aside and represent the fire service in this town while there is still a fire district and not allow the town to take over the districts. The writing is on the wall and it is time for the commissioners to recognize this and act in the fire service's best interest.

Motion Tutela second Autenrieth to go into Private Executive Session @ 6:02 p.m.

AYES-9 NAYS-0 CARRIED

CLOSED 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 require in order for the attorney to exercise his ethical duties as a lawyer.

1. Personnel- Inspector position
2. Fire Academy Director Contract
3. Personnel- Communication Supervisor

Motion Tutela second Britton to go into open session @ 7:30 p.m.

AYES-9 NAYS-0 CARRIED

RESOLUTION TO HIRE BRUCE MILLER AS FIRE INSPECTOR- A resolution was presented Motion Heroy second Autenrieth to hire Bruce Miller as a full time fire inspector for the Bureau of Fire Prevention.

ROLL CALL VOTE

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

Heroy- Yes Duff-Yes
Britton-Yes Willson-Yes

CARRIED

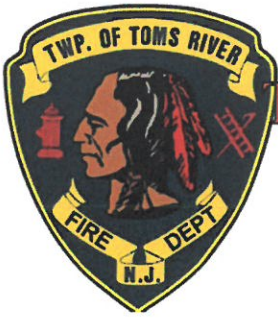
There being no further business, Motion Tutela second Autenrieth to close meeting at 7:31p.m.

AYES-9 NAYS-0 CARRIED

Respectfully submitted,

Leonard Minkler

Clerk, Toms River Fire District No.1



TOMS RIVER FIRE DEPARTMENT

COMMUNICATIONS DIVISION

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

February 9, 2022 (Report submitted February 7, 2022)

- Discuss the current update with the PD taking over EMS dispatch March 1, 2022, failure to notify or communicate any of this with the Fire Department
- B Doyle rebuilt the active 911 notification system for B7. Hopefully this corrected the problems.
- Attended radio meeting with the PD and Administrators, that went well.
- Great job to Dispatcher Conaty on the fire in 27s area.

TR Fire / EMS Calls Year to Date

Fire: 236

EMS: 1550



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 February 2022

1. Outside agencies using the facility in January and February; TRPD, Montgomery Assoc.(2), Fire Officer Training (2)

Fire companies 25, 26, 27, 28, 29 and 30 have scheduled numerous company drills at the Fire Academy including live burns, extrication, propane props and VEIS and mayday props.

2. The EMT class being hosted by the FA and conducted by RWJBarnabas is Under way with 17 students including 3 from TRFD.
3. Academy classes for the Fall Semester are nearing completion and classes for the winter semester are being planned. In addition to the FF 1/2 class which will finish in late March, we will offer a stand alone Firefighter 2 class, ICS 300, and courses required for fire officer qualifications as well as a revised and expanded Truck Company Operations class. The classes are currently being announced on social media outlets. We no longer mail out Fire Academy Schedules.
4. The floor washer in the apparatus bay has been repaired and preventive maintenance done.

Bob Hansson, Director, Toms River FTC

Toms River Bureau of Fire Prevention monthly report for February 2022

1. Inspection activity:
 - a. **(365)** fire inspections for the month of January.
 - b. **(179)** smoke detector resale inspections.
 - c. Cause and origin investigation **(3)**
 - d. Fire Inspectors responded to **(14)** incidents on the request of a fire officer
(Not including cause and origin fire investigations).
2. Lindalee Fortner has returned to work as of January 31st.
3. Inspector Dominick Roselli continues physical therapy for his shoulder replacement.
4. Fire response per NFIRS Data for January 2022 (198 Incidents)

John Novak
Bureau Chief

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARDS OF FIRE
COMMISSIONERS DISTRICTS No.1 AND DISTRICT NO. 2, COUNTY OF
OCEAN, STATE OF NEW JERSEY,
HIRING BRUCE MILLER**

**AS FULL TIME CLASS II FIRE INSPECTORS FOR THE TOMS RIVER
TOWNSHIP BUREAU OF FIRE PREVENTION PURSUANT TO N.J.S.A. 40A:14-81.1 ET SEQ. AND N.J.S.A. 40A:14-81.2**

February 9, 2022

WHEREAS, N.J.S.A. 40A:14-81.1 provides that paid positions within the fire districts may be established and determined by the Commissioners of the Fire Districts; and,

WHEREAS, N.J.S.A. 40A:14-81.1 permits the Commissioners of the Fire Districts to hire persons, determine the terms, fix the compensation, and prescribe the powers, functions and duties of all paid positions established within said Fire Districts; and,

WHEREAS, N.J.S.A. 40A:14-81.2 outlines specific qualifications for hiring of paid positions within a Fire Districts; and,

WHEREAS, there is a need to hire a Full Time Class II Fire Inspector for the Toms River Township Bureau of Fire Prevention,

WHEREAS, the Fire Commissioners for Fire Districts No.1 and No. 2 have recommended the hire of Bruce Miller to the position of Full Time Class II Fire Inspector; and,

WHEREAS, the Commissioners of Fire Districts No. 1 and No. 2 have reviewed the qualifications for the Class II Fire Inspector position; and

NOW, THEREFORE, BE IT RESOLVED by the Toms River Boards of Fire Commissioners District No. 1 and No. 2, of Toms River Township as follows:

1. That Bruce Miller be and is hereby hired to the position of Full Time Class II Fire Inspector for the Toms River Bureau of Fire Prevention.
2. The starting salary of \$45,000 dollars and said rate and terms and conditions of employment for this position shall be as determined by the Commissioners and as otherwise mandated by New Jersey Statutory law.

3. That all functions and duties of said position are outlined in offer of employment and may be redefined, increased, decreased or eliminated by resolution as the need for such services may arise as determined by the Commissioners of Fire Districts No. 1 and No. 2.

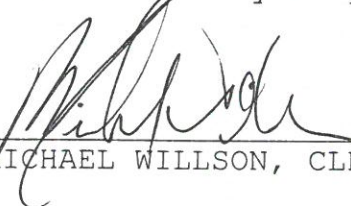
CERTIFICATION

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 February 9, 2022.


LEONARD MINKLER, CLERK

2-9-22
Date:

I, Michael Willson, Clerk of the Toms River Township Fire Commissioners District No. 2, 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 February 9, 2022


MICHAEL WILLSON, CLERK

2-9-22
Date:

February 9, 2022
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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: Y
Format: Condensed Held: N Aprv: N Rcvd: Y
Range: 03- -111-51 -001 to 03- -134-54 -744 Bid: Y State: Y Other: Y Exempt: Y
Rcvd Batch Id Range: First to Last Paid Date Range: 01/13/22 to 02/09/22 Include Non-Budgeted: Y
Prior Year Only: N
Department Page Break: No Subtotal CAFR: No Subtotal Department: No Subtotal Extd: No

Expend Account	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
03- -111-53 -003	INSTRUCTOR'S REMUNERATION					
02634	LONERGAN, JONATHAN T.	22-00074	INST. REM.	189.00	0.00	
M0050	MCCANN, THOMAS	22-00075	INST. REM.	81.00	0.00	
02834	REID, KYLE T.	22-00076	INST. REM.	117.00	0.00	
02841	KAZOUN, CHRISTOPHER	22-00077	INST. REM.	225.00	0.00	
				612.00		
03- -112-51 -024	HEALTH BENEFITS					
B0074	BENECARD SERVICES, INC.	22-00027	01/22 PRESCRIPTION PLAN #1319	2,469.73	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	22-00042	02/22 HEALTH	361.45	0.00	
U0047	UNITED HEALTHCARE INSURANCE CO	22-00051	02/22 INS. EMPLOYER #25283	686.42	0.00	
				3,517.60		
03- -112-54 -024	HEALTH BENEFITS/DISABILITY					
B0074	BENECARD SERVICES, INC.	22-00027	01/22 PRESCRIPTION PLAN #1319	8,282.66	0.00	
H0110	HORIZON BLUE CROSS/BLUE SHIELD	22-00042	02/22 HEALTH	1,613.88	0.00	
U0046	UNITED HEALTHCARE INS. CO.	22-00045	02/22 INS. CUSTOMER #04P2972	229.64	0.00	
U0047	UNITED HEALTHCARE INSURANCE CO	22-00051	02/22 INS. EMPLOYER #25283	2,059.26	0.00	
H0033	HARTFORD INSURANCE COMPANY	22-00065	02/22 INSURANCE GROUP #680338	1,168.40	0.00	
				13,353.84		
03- -113-53 -062	SAFETY EQUIPMENT					
M0119	MID-ATLANTIC FIRE & AIR	21-00858	HOSE F.A.	5,750.00	0.00	
03- -119-51 -273	CONSULTANT					
C0098	CIRKIEL ACTUARIAL	21-00778	ACTUARIAL SERVICES	1,040.00	0.00	
03- -119-54 -271	AUDITOR					
C0098	CIRKIEL ACTUARIAL	21-00778	ACTUARIAL SERVICES	2,980.00	0.00	
03- -119-54 -272	LEGAL					
B0214	BRASLOW, RICHARD M. ESQ	21-01357	PROFESSIONAL SERVICES	180.00	0.00	
B0214	BRASLOW, RICHARD M. ESQ	22-00057	PROFESSIONAL SERVICES	40.00	0.00	
				220.00		
03- -119-55 -271	AUDITOR					
C0098	CIRKIEL ACTUARIAL	21-00778	ACTUARIAL SERVICES	595.00	0.00	
03- -120-52 -311	LEGAL NOTICES					
G0032	GANNETT NEW JERSEY NEWSPAPERS	21-01355	LEGAL ADS	10.35	0.00	
03- -124-51 -446	TRAINING					
B0012	BANK OF AMERICA	22-00050	PROCUREMENT PURCHASES	221.56	0.00	

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2021-2022 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- -125-54 -487 A0023	CLOTHING ACTION UNIFORM COMPANY	22-00040	UNIFORM PALMISANO	204.00	0.00	
03- -126-53 -530 N0155	FUEL(BUILDING/AUTO) NEW JERSEY NATURAL GAS CO.	21-01354	ACCT#22-0009-3986-41	782.30	0.00	
03- -127-51 -567 R0012 V0008 V0009	TELEPHONE RACKSPACE US, INC. VERIZON CABS VERIZON	21-01339 22-00070 22-00078	EMAIL DEC ACCT#030-34971557175 PHONE JOINT 201 M55-5559 269 PHONE JOINT	74.25 9,779.48 <u>395.11</u> 10,248.84	0.00 0.00 0.00	
03- -127-53 -566 J0048 S0337	UTILITIES JCP&L SUEZ WATER T.R.	21-01348 22-00059	ACCT#200 000 001 020 01/22 F.A.	323.88 <u>293.62</u> 617.50	0.00 0.00	
03- -127-53 -567 F0171	TELEPHONE 4X TECHNOLOGIES, LLC	22-00036	01/22 SERVICES JOINT	226.48	0.00	
03- -127-53 -568 V0009	INTERNET VERIZON	22-00078	PHONE JOINT	410.26	0.00	
03- -127-54 -567 F0171 V0010	COMMUNICATIONS 4X TECHNOLOGIES, LLC VERIZON WIRELESS	22-00036 22-00060	01/22 SERVICES JOINT ACCT#720641376-00001	289.35 <u>346.09</u> 635.44	0.00 0.00	
03- -127-54 -568 R0012 V0009	INTERNET RACKSPACE US, INC. VERIZON	21-01339 22-00078	EMAIL DEC ACCT#030-34971557175 PHONE JOINT	80.85 <u>139.99</u> 220.84	0.00 0.00	
03- -128-54 -607 R0038 P0130	OFFICE SUPPLIES/SHIPPING READY REFRESH BY NESTLE PITNEY BOWES INC.	21-01352 22-00043	WATER BUREAU SUPPLIES BUREAU	48.44 <u>80.74</u> 129.18	0.00 0.00	
03- -129-51 -650 N0120	RADIO & I/T REPAIR NEW JERSEY BUSINESS SYSTEMS	21-01321	REPAIR MICROWAVE LINK JOINT	1,967.25	0.00	
03- -129-53 -657 M0143	MAINTENANCE M & M CLEANING SERVICE, INC.	22-00046	01/22 MAINT.	563.00	0.00	
03- -129-54 -648 P0220 N0215 J0014	VEHICLE REPAIR PRESTIGE AUTO SPA NEW JERSEY NORWOOD AUTO PARTS J & R PRO AUTOMOTIVE	21-01351 22-00066 22-00079	CAR WASH SUPPLIES DIST#1 & BUREAU 117 OIL CHANGE	31.15 21.60 <u>39.95</u> 92.70	0.00 0.00 0.00	
03- -133-54 -701 S0165	CONTINGENCIES SKIP'S FLORIST	22-00048	JANORA INV#323480/1	70.95	0.00	

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2021-2022 Purchase Order Listing By Expenditure Account

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Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
03- -134-51 -744	DISPATCH CONSOLE 2016					
W0132	WIRELESS ELECTONICS T/A	21-01290	RADIOS DIST#1 CAPITAL PROJECT	12,236.00	0.00	
	Fund Total:			56,705.09		
Total Charged Lines:	50	Total List Amount:	56,705.09	Total Void Amount:	0.00	

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2022 Detail Expenditure Transaction Inquiry By Account

Page No: 1

Range of Accounts: 03- -111-51 -001 to 03- -112-55 -024
Range of Dates: 01/13/22 to 02/09/22
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 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	Type	Transaction Data/Comment	Vendor/Source			
03- -111-51 -001	SALARIES					
01/14/22 Expd		W/E 1-13-22 DISPATCH		22,401.15	DM	B 2185 4
01/27/22 Expd		W/E 1-27-22 DISPATCH		19,821.37	DM	B 2188 4
Total Expenditures:	2	42,222.52				
03- -111-53 -003	INSTRUCTOR'S REMUNERATION					
01/14/22 Expd		W/E 1-13-22 F.A. INST.		2,048.75	DM	B 2185 6
01/27/22 Expd		W/E 1-27-22 F.A. INST.		2,962.00	DM	B 2188 6
Total Expenditures:	2	5,010.75				
03- -111-53 -004	FIRE ACADEMY COORDINATOR					
01/14/22 Expd		W/E 1-13-22 F.A. CCOR.		769.23	DM	B 2185 5
01/27/22 Expd		W/E 1-27-22 F.A. COOR.		769.23	DM	B 2188 5
Total Expenditures:	2	1,538.46				
03- -111-54 -001	SALARIES					
01/14/22 Expd		W/E 1-13-22 BUREAU		26,989.40	DM	B 2185 3
01/27/22 Expd		W/E 1-27-22 BUR ADM		26,714.92	DM	B 2188 3
Total Expenditures:	2	53,704.32				
03- -112-51 -021	PAYROLL TAXES					
01/14/22 Expd		W/E 1-13-22 TAXES		1,800.98	DM	B 2185 9
01/27/22 Expd		W/E 1-27-22 TAXES		1,622.94	DM	B 2188 9
Total Expenditures:	2	3,423.92				
03- -112-53 -021	PAYROLL TAXES					
01/14/22 Expd		W/E 1-13-22 TAXES		161.91	DM	B 2185 10
01/27/22 Expd		W/E 1-27-22 TAXES		213.62	DM	B 2188 10
Total Expenditures:	2	375.53				
03- -112-54 -021	PAYROLL TAXES					
01/14/22 Expd		W/E 1-13-22 TAXES		2,022.45	DM	B 2185 8
01/27/22 Expd		W/E 1-27-22 TAXES		1,988.67	DM	B 2188 8
Total Expenditures:	2	4,011.12				

Fund Description	Fund	Expenditures	Refund Expend
	03	110,286.62	0.00
Total of All Funds:		110,286.62	0.00