

MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
1144 Hooper Ave
Conference Room "A"
January 18, 2023

Commissioner Tutela called a regular meeting to order at 4:30 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 –absent
Golden – present Minkler-present
Tutela – present

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

Motion Autenrieth second Golden to excuse Commissioner Latshaw.

Ayes – 4 Nays – 0

CARRIED

APPROVING THE MINUTES

Motion Autenrieth second Golden to approve the January 4th 2023 Budget Hearing minutes providing a copy is made available for inspection by the public during this meeting.

Ayes – 4 Nays – 0

CARRIED

Motion Autenrieth second Golden to approve the January 4th 2023 regular minutes providing a copy is made available for inspection by the public during this meeting.

Ayes – 4 Nays – 0

CARRIED

REPORTS OF COMMITTEES

COMMUNICATION – Autenrieth stated the electric has been repaired and the radio tower @ corporate circle is up and running.

FIRE PREVENTION BUREAU Minkler stated Matthew Janora was sworn in as the Chief of the Bureau. Closing date for full-time fire inspector position is Friday. Tutela stated trying to resolve issues with Spillman re: ERS system. Inspector Britton was involved in an accident, car towed to Kreans. This has been submitted to insurance.

FIRE ACADEMY – Minkler stated applications for the director's position close on Friday. Kubiel recommended having an independent board do preliminary interviews. Chiefs want to have a seat at the table re: interviews. Tutela will call Chairman Britton from District No.2 suggest our recommendation. Discussion followed re: qualifications to become an officer.

INSURANCE-Tutela stated Bureau claim.

POLICE/EMERGENCY MANAGEMENT- Tutela stated he spoke with LT. Bachonski Chief Little and the upper management of the police department who stated a letter was sent to the Col. of the State Police reference OEM where state law stipulates neither the mayor nor town council can make the appointment on the OEM Director.

LEGISLATION –No report

COUNCIL AND MAYOR – No report

VEHICLE REPAIR/NEW APPARATUS – Minkler stated still waiting on engines for the boat.

FIRE CHIEFS ASSOCIATION- the Fire Chief Association. Discussion on three items:

1. Being part of the Director of the fire academy hiring process
2. Email system
3. Dispatch terms and language has been addressed

ADMINISTRATOR KUBIEL REPORT –Kubiel stated:

1. The truck report is in the folders for review.
2. Bureau Chief requested to advertise for a full-time data entry clerk, this would be to replace Lindalee Fortner. Temporary employee would have to reapply. District No.2 has placed this on their agenda for tonight's meeting also.

Motion Autenrieth second Golden to advertise for a Data Entry Clerk for the Bureau of Fire Prevention.

Ayes – 4 Nays – 0

CARRIED

ATTORNEY REPORT – Attorney Appleby discussed legislation re: concealed carrying permits.

REMOVALS FROM THE ROLLS- None

APPLICATIONS FOR MEMBERSHIP OR TRANSFER – None

UNFINISHED BUSINESS- Tutela stated at the last meeting a motion was made to place \$90,000 on the ballot for surplus equipment. Tutela is requesting that motion be rescinded.

Motion Tutela second Autenrieth to rescind motion made at the January 4, 2023 meeting placing \$90,000 for surplus equipment on the 2023 ballot.

Ayes – 4 Nays – 0

CARRIED

NEW BUSINESS

RESOLUTION BUDGET TRANSFERS- A resolution was presented, Motion Minkler second Autenrieth authorizing transfer of funds relative to the prior 2022 budget. (See inserted resolution)

ROLL CALL VOTE

Latshaw-Absent Golden- Yes

Autenrieth-Yes Minkler-Yes

Tutela-Yes

CARRIED

BILLS

Motion Golden second Autenrieth to approve the bill list January 18 2023 (See Inserted List)

Ayes – 4 Nays – 0

CARRIED

PARTICIPATION BY THE PUBLIC- None

Motion made by Commissioner Autenrieth and seconded by Commissioner Golden to go back to open session. All present voted in favor.

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

1. Contracts
2. Personnel

Motion made by Commissioner Autenrieth and seconded by Commissioner Minkler to close meeting. All present voted in favor.

Respectfully submitted

Leonard Minkler, Clerk

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2022-2023 Purchase Order Listing By Expenditure Account

Page No: 1

P.O. Type: All 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- -140-05 -001 Bid: Y State: Y Other: Y Exempt: Y
Rcvd Batch Id Range: First to Last Encumbrance Date Range: First to 12/31/23 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
01- -112-05 -026 S0220	LIFE INSURANCE SPECIALTY BENEFITS	23-00026	1ST QTR INSURANCE CVT302153-23	7,275.45	0.00	
01- -113-01 -064 M0090	TOOLS & EQUIPMENT MES INC.	22-01099	CO#1 REPLACEMENT QRAE3	1,396.00	0.00	
01- -113-08 -069 W0132	RADIOS WIRELESS ELECTONICS T/A	22-01275	RADIO MINITOR V CLIPS	137.50	0.00	
01- -114-05 -101 N0007	HYDRANT RENTAL N.J. AMERICAN WATER CO.	22-01361	12/22 HYDRANTS	10,366.40	0.00	
01- -115-05 -136 P0130	RENT/LEASE PITNEY BOWES INC.	23-00004	POSTAGE/RENTAL DIST#1	69.00	0.00	
01- -119-05 -271 H0098	AUDITOR HOLMAN, FRENIA, ALLISON P.C.	22-01341	2022 AUDIT	2,500.00	0.00	
01- -119-05 -272 R0080 H0035	LEGAL RICCIO, ARMANDO LLC HATFIELD SCHWARTZ LAW GROUP	22-01351 22-01352	LEGAL FEES LEGAL FEES	2,584.00 2,978.50 5,562.50	0.00 0.00	
01- -120-05 -311 G0032	LEGAL NOTICES GANNETT NEW JERSEY NEWSPAPERS	22-01362	ELECTION/BUDGET/EMPLOYMENT	723.78	0.00	
01- -123-05 -416 N0150	DUES/SUBSCRIPTIONS NEW JERSEY MOTOR VEHICLE COMM.	23-00008	2023 ADM. FEE	150.00	0.00	
01- -124-01 -449 T0145 C0259	PHYSICAL FITNESS TOMS RIVER FITNESS CENTER CRUNCH FITNESS	22-01338 22-01356	PHYSICAL FITNESS PHYSICAL FITNESS	225.00 75.00 300.00	0.00 0.00	
01- -126-01 -529 P0148 B0141	FUEL POINT BAY FUEL, LLC BOROUGH OF LAVALLETTE	22-01350 22-01354	12/22 FUEL ACCT#104124 12/22 FUEL	451.13 629.26 1,080.39	0.00 0.00	
01- -126-01 -531 E0024	SUPPLIES EAST DOVER FIRE CO. #4	23-00029	REIMB. SUPPLIES	77.50	0.00	
01- -126-01 -533 C0172	BATTERIES CONTINENTAL FIRE & SAFETY	23-00016	CO#2 STINGER BATTERY	110.88	0.00	

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TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2022-2023 Purchase Order Listing By Expenditure Account

Page No: 2

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
M0090 MES INC.		22-01099	CO#1 REPLACEMENT QRAE3	20.00	0.00	
C0172 CONTINENTAL FIRE & SAFETY		23-00016	CO#2 STINGER BATTERY	20.00	0.00	
				40.00		
01- -129-01 -648	VEHICLE REPAIR					
E0075 ELITE VEHICLE SOLUTIONS		22-01355	2610 LIGHTS	687.80	0.00	
01- -129-01 -649	EQUIPMENT REPAIR					
C0172 CONTINENTAL FIRE & SAFETY		22-01358	EQUIP. REPAIR CO#2 & CO#4	173.02	0.00	
01- -129-01 -652	SCOTTS REFILL/REPAIR					
A0076 AIR & GAS TECHNOLOGIES, INC.		22-01332	REPAIR CO#4	865.84	0.00	
01- -129-08 -650	RADIO REPAIR					
W0131 WIRELESS ELECTRONICS INC.		22-01353	RADIO REPAIRS	900.00	0.00	
01- -129-10 -655	I/T MAINTENANCE					
A0234 ATLANTIC IT SOLUTIONS		22-01367	RETRIEVE RACKSPACE EMAILS	4,180.00	0.00	
01- -130-05 -290	PAYROLL SERVICES					
K0103 KRONOS, INC.		22-01347	WORKFORCE 12/22 INV#12001467	310.69	0.00	
P0070 PAYCHEX INC.		22-01357	12/22 PAYROLL	612.20	0.00	
				922.89		
Fund Total:				37,518.95		
Total Charged Lines:	30	Total List Amount:	37,518.95	Total Void Amount:	0.00	

RESOLUTION

January 18, 2023

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 prior 2022 budget in order to reflect monies expended to date by the Commissioners; and

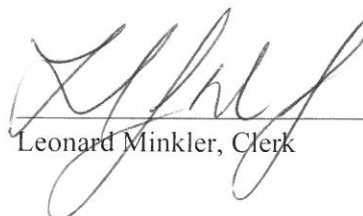
WHEREAS, this resolution shall serve as authorization for said budget transfers as noted herein.

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>
DISTRICT NO. 1		
AIR CYLINDERS/SCOTTS	5,000.00	
EQUIPMENT REPAIR		5,000.00
OPTICOM REPAIRS	5,000.00	
HYDRANT RENTAL		5,000.00
OFFICE SUPPLIES	500.00	
PAYROLL		500.00
RADIO REPAIR	4,000.00	
I/T REPAIRS		4,000.00
TOTALS	14,500.00	14,500.00
FIRE ACADEMY		
PROFESSIONAL SERVICES	700.00	
INSURANCE		300.00
LEGAL ADS		400.00
TOTALS	700.00	700.00
JOINT ADMINISTRATION		
INSURANCE	200.00	
LEGAL ADS		200.00
TOTALS	200.00	200.00

Respectfully Submitted,



Leonard Minkler, Clerk