

MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
1144 Hooper Ave
Conference Room "A"
February 15, 2023

Commissioner Minkler 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 –present
Golden – absent Minkler-present
Tutela – absent

Administrator Kubiel present.
Bisceglie present to take minutes

Motion Autenrieth second Minkler excusing Commissioner Tutela and Commissioner Golden.
Ayes – 3 Nays – 0 CARRIED

APPROVING THE MINUTES

Motion Autenrieth second Latshaw to approve the February 1, 2023 regular minutes providing a copy is made available for inspection by the public during this meeting.
Ayes – 3 Nays – 0 CARRIED

REPORTS OF COMMITTEES

COMMUNICATION – No report

FIRE PREVENTION BUREAU Minkler stated the interviews for the Class II Inspectors have concluded and letters to applicants that were chosen have been mailed.

FIRE ACADEMY – Minkler stated the emergency generator has been repaired. It was stated during the repair that there is not enough flow for the natural gas. Kubiel to contact NJ Natural gas to get a quote.

INSURANCE-Chief of police Mitch Little has approved a repair to radiator for the OEM 6x6 vehicle in the amount of \$3,800.

POLICE/EMERGENCY MANAGEMENT- No report

LEGISLATION – No report

COUNCIL AND MAYOR – Latshaw stated Fire Commissioners Election Saturday, vote yes for the budget.

VEHICLE REPAIR/NEW APPARATUS – Minkler stated waiting for parts for 2501 for the seatbelt. Conference call tomorrow @ 4:15 re: Ocean Beach Marina and lift install.

FIRE CHIEFS ASSOCIATION- Fire Chief Association meeting on February 22nd with Technical Rescue Team.

ADMINISTRATOR KUBIEL REPORT –Kubiel stated:

1. The truck report is in the folders for review.
2. Requesting to pay Sam Seaman in between meetings re: FDIC Hotel and registration charges.
3. Very happy to announce that the fire service is receiving a grant for Recruitment and Retention in the amount \$508,256.00 over a four year period. They also waived the match.

ATTORNEY REPORT – No report

REMOVALS FROM THE ROLLS- Christopher Krohn Co.4

Motion Autenrieth second Latshaw to remove Christopher Krohn from the rolls as a firefighter.
Ayes – 3 Nays – 0 CARRIED

APPLICATIONS FOR MEMBERSHIP– Carson Crouse Co.2

Motion Autenrieth second Latshaw to accept Carson Crouse Co.2 to the rolls as a firefighter.

Ayes – 3 Nays – 0

CARRIED

UNFINISHED BUSINESS- None

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-Yes Golden- Absent

Autenrieth-Yes Minkler-Yes

Tutela-Absent

CARRIED

JOINT RESOLUTION SPILLMAN- A resolution was presented, Motion Minkler second Autenrieth authorizing the execution of a shared service agreement with the Township of Toms River for sharing in the cost of the operation and maintenance for the Spillman computer system. (See inserted resolution)

ROLL CALL VOTE

Latshaw-Yes Golden- Absent

Autenrieth-Yes Minkler-Yes

Tutela-Absent

CARRIED

DISTRICT CHIEF POSITION- Autenrieth stated that Commissioner Golden asked if there has been any movement on this. Kubiel stated emails were sent this morning to all the Chiefs.

RESOLUTION SAFER GRANT - A resolution was presented, Motion Latshaw second Autenrieth accepting a \$508,256.00 SAFER GRANT (EMW-2021-FF-014180) from the U.S. Department of Homeland Security. (See inserted resolution)

ROLL CALL VOTE

Latshaw-Yes Golden- Absent

Autenrieth-Yes Minkler-Yes

Tutela-Absent

CARRIED

BILLS

Motion Latshaw second Autenrieth to approve the bill list February 15, 2023 (See Inserted List)

Ayes – 3 Nays – 0

CARRIED

PARTICIPATION BY THE PUBLIC- Dawn Halliwell asked if there was a resolution with the list of names for the FDIC. Kubiel stated he would get the list to her. She also stated the budget will have to be amended. To include SAFER Grant.

Commissioner Minkler turned the meeting over to Commissioner Latshaw and then stated he was very unhappy with a recent flyer from Commissioner Autenrieth stating untruthful information about a paid fire department. Commissioner Autenrieth also stressed his dissatisfaction with flyers that went out three years ago when Minkler was first running.

PRIVATE EXECUTIVE SESSION- None

Motion Autenrieth and Minkler to close meeting @ 4:50 p.m.

Ayes – 3 Nays – 0

CARRIED

Respectfully submitted

Leonard Minkler, Clerk

RESOLUTION

February 15, 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

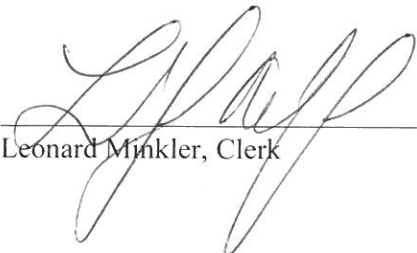
WHEREAS, this resolution shall serve as authorization for said budget transfers as noted herein.

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		
CLOTHING	18,000.00	
MAINTENANCE & REPAIRS		14,000.00
FUEL		4,000.00
TOTALS	<u>18,000.00</u>	<u>18,000.00</u>

Respectfully Submitted,



Leonard Minkler, Clerk

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARD OF COMMISSIONERS,
FIRE DISTRICT NO.1, COUNTY OF OCEAN, STATE OF NEW JERSEY,
ACCEPTING A \$508,256.00 SAFER GRANT (EMW-2021-FF-014180 FROM THE
U.S. DEPARTMENT OF HOMELAND SECURITY**

February 15, 2023

WHEREAS, the Toms River Township Board of Commissioners, Fire District No. 1 (hereinafter "District No. 1") applied for and has been awarded a grant in the amount of \$508,256.00 from the United States Department of Homeland Security under the FY21 Staffing for Adequate Fire and Emergency Response (SAFER) Grant; and

WHEREAS, the Board of Commissioners wishes to accept the grant and authorize the execution of any and all documents necessary to accept this grant, including, but not limited to, the Agreement Articles and Obligating Document attached hereto and incorporated herein as Schedule A.

NOW, THEREFORE, BE IT RESOLVED, by Toms River Township Board of Commissioners, Fire District No. 1, County of Ocean, State of New Jersey as follows:

1. That the Board of District No. 1 accepts the FY21 Staffing for Adequate Fire and Emergency Response (SAFER) Grant in the amount of \$508,256.00 from the United States Department of Homeland Security.

2. That the Chief Administrator is authorized to execute, respectively any and all documents necessary to accept this grant, including, but not limited to, the Agreement Articles and Obligating Document attached hereto and incorporated herein as Schedule A.

3. That the Chief Administrator is authorized to undertake any administrative actions necessary to effectuate the acceptance of the above-referenced grant including, but not limited to, the acceptance of the award through the FEMA Grant Outcomes (FEMA GO) system.

4. That a certified copy of this resolution shall be forwarded to the Board Treasurer and the United States Department of Homeland Security.

CERTIFICATION

I, Leonard Minkler, Clerk of the Toms River Township Board of Commissioners, Fire 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 on February 15, 2023.



Leonard Minkler
Clerk, Fire District No.1

2-15-23
Date:

RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARD OF COMMISSIONERS, FIRE DISTRICTS NO.1 AND NO. 2, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF TOMS RIVER FOR SHARING IN THE YEARLY COST OF THE OPERATION AND MAINTENANCE CONTRACT FOR SPILLMAN COMPUTER AIDED DISPATCH SYSTEM COMMENCING RETROACTIVE TO JANUARY 1, 2023 THROUGH DECEMBER 31, 2025.

FEBRUARY 15, 2023

WHEREAS, the Township of Toms River ("Toms River") has purchased and owns a Spillman Technologies Inc. (Division of Motorola) Computer Aided Dispatch System ("Spillman System") which was installed at Toms River Police Headquarters; and

WHEREAS, Toms River and the Toms River Boards of Fire Commissioners Districts No. 1 and No. 2 ("Joint Board of Fire Commissioners") use the Spillman System for various purposes;

NOW, THEREFORE, BE IT RESOLVED BY THE Toms River Boards of Fire Commissioners Districts No. 2 and No.2, in the County of Ocean and the State of New Jersey, as follows;

1. It hereby authorizes the Chairmen's to execute and the Clerk's to attest to a Shared Services Agreement between the Toms River Boards of Fire Commissioners Districts No. 1 and No.2 and the Township of Toms River, pursuant to N.J.S.A. 40A:65-1 et seq., which will provide for the sharing in the updated yearly cost of the operation and maintenance of the Spillman System commencing retroactive to January 1, 2023 through December 31, 2025.

2. The Toms River Boards of Fire Commissioners Districts No. 1 and No.2 will reimburse the Township of Toms River for their share of the operation and maintenance cost on a quarterly basis.

3. This agreement will terminate on December 31, 2025. A copy of the executed agreement will be kept on file in the Toms River Board of Fire Commissioners District No. 1 Administration Office

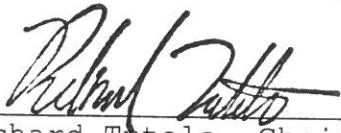
4. A copy of the Shared Services Agreement is attached to this resolution as Schedule "A", and made part hereof

5. A certified copy of this resolution shall be provided by the Toms River Board of Fire Commissioners District No. 1 Administration Office to each of the following

- a. Board Attorney
- b. Township of Toms River
Office of the Clerk
33 Washington Street
Toms River, New Jersey 08753

CERTIFICATION

I, Leonard Minkler, Clerk of the Toms River Township Board of 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 on February 15, 2023.



Richard Tutela, Chairman



Leonard Minkler, Clerk

I, Michael Willson, Clerk of the Toms River Township Board of 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 on February 15, 2023.

Kevin Britton, Chairman

Michael Willson, Clerk

February 15, 2023
09:28 AM

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: Y
Format: Condensed Held: N Aprv: Y Rcvd: Y
Range: 01- -111-05 -001 to 01- -135-01 -811 Bid: Y State: Y Other: Y Exempt: Y
Rcvd Batch Id Range: First to Last Paid Date Range: 02/15/23 to 02/15/23 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- -113-02 -064 M0090 MES INC.	TOOLS & EQUIPMENT	23-00022	CO#2 QRAE 3	1,000.00	0.00	
01- -113-10 -074 A0234 ATLANTIC IT SOLUTIONS	OFFICE EQUIPMENT	23-00088	ROUTER DIST#1	649.99	0.00	
01- -114-05 -101 N0007 N.J. AMERICAN WATER CO.	HYDRANT RENTAL	23-00095	01/23 HYDRANTS	10,366.40	0.00	
01- -115-05 -136 T0120 TOMS RIVER BD. OF EDUCATION	RENT/LEASE	23-00079	JAN-MAR 2023 RENT SUITE 306	6,202.74	0.00	
01- -119-01 -274 H0004 HACKENSACK MERIDIAN WORKS	PHYSICALS	23-00087	CASELLA, GRIEBLE	160.00	0.00	
01- -119-05 -272 R0127 ROTHSTEIN, MANDELL, STROHM,	LEGAL	22-01381	LEGAL SERVICES	6,080.00	0.00	
01- -124-01 -446 B0012 BANK OF AMERICA	TRAINING	22-01377	PROCUREMENT PURCHASES	600.00	0.00	
01- -124-01 -449 T0145 TOMS RIVER FITNESS CENTER C0259 CRUNCH FITNESS	PHYSICAL FITNESS	23-00090 23-00092	PHYSICAL FITNESS PHYSICAL FITNESS	320.00 175.00 <u>495.00</u>	0.00 0.00	
01- -124-05 -450 02856 SEAMAN, EVERETT	MEALS	23-00085	REIMB. MEALS	88.31	0.00	
01- -125-01 -487 S0170 SKYLANDS AREA FIRE EQUIPMENT S0170 SKYLANDS AREA FIRE EQUIPMENT S0170 SKYLANDS AREA FIRE EQUIPMENT S0170 SKYLANDS AREA FIRE EQUIPMENT	TURNOUT GEAR	22-01136 22-01137 22-01201 22-01202	TURNOUT GEAR CO#2 TURNOUT GEAR CO#3 CO#1 & CO#2 WHITE COAT TURNOUT GEAR CO#4	25,851.35 14,772.20 12.19 <u>25,851.35</u> 66,487.09	0.00 0.00 0.00	
01- -126-01 -529 00015 OCEAN BEACH MARINE CENTERS B0141 BOROUGH OF LAVALLETTE P0148 POINT BAY FUEL, LLC	FUEL	22-01382 23-00084 23-00099	FUEL & REPAIRS ACCT#361 01/23 FUEL 01/23 FUEL ACCT#104124	3,866.82 176.15 <u>66.88</u> 4,109.85	0.00 0.00	
01- -126-01 -533 C0172 CONTINENTAL FIRE & SAFETY	BATTERIES	23-00091	BATTERY REPLACEMENTS	80.50	0.00	

February 15, 2023
09:28 AM

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- -127-01 -567	COMMUNICATIONS					
B0012	BANK OF AMERICA	22-01377	PROCUREMENT PURCHASES	942.00	0.00	
01- -127-05 -567	COMMUNICATIONS/UTILITIES					
B0012	BANK OF AMERICA	22-01377	PROCUREMENT PURCHASES	754.00	0.00	
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING					
M0090	MES INC.	23-00022	CO#2 QRAE 3	20.00	0.00	
E0069	ELECTRONIC MEASUREMENT LAB INC	23-00069	GAS DETECTORS	86.48	0.00	
U0065	UPS	23-00109	SHIPPING ACCT#E5400F	37.05	0.00	
				<u>143.53</u>		
01- -128-05 -607	OFFICE SUPPLIES/SHIPPING					
W0004	W.B. MASON CO., INC.	23-00063	DIST#1 SUPPLIES	241.60	0.00	
S0265	STAPLES	23-00082	SUPPLIES DIST#1 & JOINT	180.91	0.00	
O0070	OCEAN DATA FORMS	23-00098	PURCHASE ORDERS	244.56	0.00	
				<u>667.07</u>		
01- -129-01 -648	VEHICLE REPAIR					
P0220	PRESTIGE WASH SERVICES	22-01376	10-12/22 CAR WASH	122.34	0.00	
E0004	E.R.S. FLEET REPAIR, INC.	22-01378	RETIRED 2726 REPAIRS	5,053.87	0.00	
O0015	OCEAN BEACH MARINE CENTERS	22-01382	FUEL & REPAIRS ACCT#361	269.98	0.00	
T0187	TRANZ CONNECTION	23-00089	1-100 REPAIRS	838.93	0.00	
E0004	E.R.S. FLEET REPAIR, INC.	23-00112	2511,2624,31,71	2,026.13	0.00	
				<u>8,311.25</u>		
01- -129-01 -649	EQUIPMENT REPAIR					
E0069	ELECTRONIC MEASUREMENT LAB INC	23-00069	GAS DETECTORS	851.00	0.00	
C0172	CONTINENTAL FIRE & SAFETY	23-00091	BATTERY REPLACEMENTS	49.50	0.00	
E0194	ESI EQUIPMENT, INC.	23-00101	CO#3 MAINT. AGMT.	771.00	0.00	
				<u>1,671.50</u>		
01- -129-08 -650	RADIO REPAIR					
W0131	WIRELESS ELECTRONICS INC.	23-00086	RADIO REPAIRS 1/23	300.00	0.00	
01- -129-10 -655	I/T MAINTENANCE					
A0234	ATLANTIC IT SOLUTIONS	23-00088	ROUTER DIST#1	95.00	0.00	
01- -130-05 -290	PAYROLL SERVICES					
P0070	PAYCHEX INC.	23-00061	01/23 PAYROLL	1,159.70	0.00	
K0103	KRONOS, INC.	23-00083	WORKFORCE 01/23 INV#12029068	310.69	0.00	
				<u>1,470.39</u>		
01- -135-01 -801	SUPPLEMENTAL FIRE GRANT					
S0170	SKYLANDS AREA FIRE EQUIPMENT	22-01201	CO#1 & CO#2 WHITE COAT	3,641.75	0.00	
S0170	SKYLANDS AREA FIRE EQUIPMENT	22-01203	TURNOUT GEAR CO#1	18,465.25	0.00	
				<u>22,107.00</u>		
Fund Total:				132,781.62		
<hr/>						
Total Charged Lines:	59	Total List Amount:	132,781.62	Total Void Amount:	0.00	