

MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
East Dover Fire Company
March 1, 2023

Commissioner Tutela called a regular meeting to order at 7:00 p.m. 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 Golden –present
Latshaw – absent Minkler-present
Tutela – present

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

Motion Golden second Autenrieth to excuse Commissioner Latshaw from attendance due to medical reasons.

Ayes - 4 Nays – 0 CARRIED

APPROVING THE MINUTES

Motion Minkler second Autenrieth to approve the February 15, 2023 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 several issues with fire channels but seem to be back up and running.

FIRE PREVENTION BUREAU – Minkler stated interviews for clerical and assistant chief position went well. To be discussed at the joint board meeting.

FIRE ACADEMY – Minkler stated still advertising for the Citizen CPR class.

INSURANCE- Tutela stated minor incident with Bureau car.

POLICE/EMERGENCY MANAGEMENT- no report

LEGISLATION – No report

TOWNSHIP COUNCIL AND MAYOR – Golden stated at the last meeting Travis Veth was recognized for a lifesaving award by the Township and would like to congratulate him.

VEHICLE REPAIR/NEW APPARATUS – Minkler stated we are in receipt of the engineer drawing for the new 2705 so we can move forward with the pre-construction meeting. Engines for East Dover's boat are set for installation the first week in March and scheduled delivery for boat is end of March beginning of April.

FIRE CHIEFS ASSOCIATION- No report

ADMINISTRATOR KUBIEL REPORT - Kubiel stated:

1. Truck repair report in the folders for review
2. Received a call from Bill Ring, he is requesting to meet on March 21st @ 6:30.

ATTORNEY REPORT – No report

Tutela stated in reference to the election the budget passed as did all subsequent capital questions. Wait to see what happens with Joint board considering District No.2 budget failed.

REPORTS OF FIRE OFFICERS

DISTRICT CHIEF E. SEAMAN – District Chief Seaman stated:

1. Busy month with water rescues already.
2. Spoke with vendor re: the harnesses. Kubiel stated now that the budget passed he can move forward with ordering them.
3. Met with the technical rescue team. Good progress on discussion with them.

CO. 1 ASST CHIEF UFFER – Uffer stated:

1. The laptop for 2501 is not working but charges fine in 2561. Kubiel stated a mount has been ordered.
2. OEM 11 is in service but some work needs to be done.
3. Connor Wells has been voted in as 1st Lt. He initially was not going to re run but changed his mind.
4. The Knights of Columbus reached out to Co.1 to ask if they could attend one of their community meetings to talk about the fire service. He contacted Chief Janora to see if one of their inspectors could also attend. Meeting is scheduled for March 15th.
5. Requesting permission to utilize 2525 and 2517 for Belmar and Seaside Heights St. Patrick's Day Parades.

CO. 2 CHIEF O'NEILL – O'Neill stated:

1. He stated at the last joint board meeting the chiefs were given access to When to Work to be able to access the fire academy schedule. He noticed that the Tuesday and Thursdays that were supposed to be blocked for Toms River has out of town fire companies scheduled until at least November. He asked if this could be brought back to the joint board meeting for further discussion.

CO. 3 CHIEF CALVO – Calvo stated:

1. Productive meeting with Ocean Beach Marina re: boat lift. Boat should be in water April 1st.
2. In process of setting up class for sand collapse through All Hands
3. OEM 10 has been repaired and it is sitting at the fire house.

CO.4 CHIEF CATAPANO – Catapano stated:

1. Already had three water calls for the month.
2. Thanked the board again for authorizing a junior member to go to Monmouth County for class. Another member completed ice rescue class.
3. Responded into Silverton for a commercial gas leak and NJ Natural gas requested a meeting. A week later the meeting took place. Discussion that if they deem a building or residential property high hazard there are specific requirements expected of the fire service. Good meeting and discussion. Tutela asked if the gas company can do a class for the fire department. Also to include Seaside Height sand Island Heights.

Motion Autenrieth second Golden authorizing use of apparatus for Belmar and Seaside Saint Patrick's Day parade.

Ayes – 4 Nays – 0 CARRIED

ISLAND HEIGHTS –Progress

SEASIDE HEIGHTS – Progress

FIRE CHIEF'S ASSOCIATION – District Chief Seaman stated technical rescue team issues were discussed. Very productive meeting. Moving forward on drill nights to include all firefighters in drills with the technical rescue team. This may inspire more people to want to join.

REMOVALS FROM THE ROLLS – None

APPLICATIONS FOR MEMBERSHIP OR TRANSFERS- None

UNFINISHED BUSINESS –None

NEW BUSINESS-None

BILLS

Motion Minkler second Golden to approve the bill list for March 1, 2023 (SEE INSERTED LIST)

Ayes – 4 Nays – 0 CARRIED

PARTICIPATION BY THE PUBLIC- Andrew Goresh stated the possibility of adding dispatch supervisor to meetings re: high hazard with NJ Natural Gas. Chief Catapano stated Supervisor Weinberger was there and did a fabulous job with information and dialect.

Goresh asked if any information re: award ceremony has been passed to the board. Tutela responded not at this time.

Goresh congratulated the board on securing the \$508,000 safer grant. He asked if there is a criteria on how this is to be spent. Kubiel explained it is over a four year period and it is to be used for recruitment and retention. The fire districts must be in line with the federal government policies Tutela stated it has specific points that the fire department must meet in order for that money to be expended.

Commissioner Mark Autenrieth thanked the officers and members for all their support over the past 18 years. He thanked the office staff for all their hard work over the years. He continued to state they are the backbone of the district and deserves the full support of the fire service.

Tutela thanked Commissioner Autenrieth for his years of service and wished him well on his future endeavors.

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). Personnel (2). Legal matters

Motion Autenrieth second Golden to go into Closed Session @ 7:37 p.m.

Ayes – 4 Nays – 0

CARRIED

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

Motion made by Commissioner Minkler to authorize execution of Settlement Agreement and Release as to GRC matter 04430-2022S and payment of fees to Plosia Cohen. Seconded by Commissioner Golden. Roll Call: Commissioner Minkler, Commissioner Golden, Commissioner Tutela voted yes. Commissioner Autenrieth voted no. Matter passed 3:1.

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

Meeting ended at 8:20 p.m.

March 1, 2023
03:58 PM

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: Yes

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -112-05 -024	HEALTH BENEFITS/DISABILITY					
G0229	GUARDIAN	23-00104	03/23 INSURANCE GROUP#038344	405.13	0.00	
U0046	UNITED HEALTHCARE INS. CO.	23-00105	03/23 INS. CUSTOMER #04P2972	<u>125.12</u>	0.00	
				530.25		
	Extd Total:			530.25		
01- -114-05 -101	HYDRANT RENTAL					
V0006	VEOLIA WATER TOMS RIVER	23-00145	02/23 ACCT#04402764900000	19,113.36	0.00	
	Extd Total:			19,113.36		
01- -116-05 -172	INSURANCE PREMIUMS					
C0163	CONNER STRONG & BUCKELEW	23-00153	TREASURER'S BOND	2,515.00	0.00	
	Extd Total:			2,515.00		
01- -119-05 -272	LEGAL					
H0035	HATFIELD SCHWARTZ LAW GROUP	23-00096	LEGAL FEES	8,491.50	0.00	
R0080	RICCIO, ARMANDO LLC	23-00097	LEGAL FEES	<u>837.00</u>	0.00	
				9,328.50		
01- -119-05 -273	CONSULTANT					
K0102	KROLL, LLC	22-01198	ANNUAL AUDIT UPDATE	1,400.00	0.00	
	Extd Total:			10,728.50		
01- -121-05 -346	ELECTION EXPENSES					
B0210	BRAMLETT, JACQUELINE	23-00116	2023 ELECTION WORKER	100.00	0.00	
G0159	GRASSO, AMY	23-00117	2023 ELECTION WORKER	160.00	0.00	
R0088	RIMMER, BRUCE	23-00118	2023 ELECTION WORKER	160.00	0.00	
R0089	RIMMER, RHONDA	23-00119	2023 ELECTION WORKER	160.00	0.00	
C0225	COYLE, JODI	23-00120	2023 ELECTION WORKER	160.00	0.00	
F0060	FINTER, DAVID	23-00121	2023 ELECTION WORKER	160.00	0.00	
M0087	MERNA, JANICE	23-00122	2023 ELECTION WORKER	160.00	0.00	
C0043	CASTELLANO, KENNETH	23-00123	2023 ELECTION WORKER	160.00	0.00	
M0131	MILANO, PHILOMENA	23-00124	2023 ELECTION WORKER	160.00	0.00	
J0114	JONES, DONNA LEE	23-00125	2023 ELECTION WORKER	160.00	0.00	
M0092	METZ, RUTH	23-00126	2023 ELECTION WORKER	160.00	0.00	
W0118	WILLIAMS, CAROL	23-00127	2023 ELECTION WORKER	160.00	0.00	
L0102	LENNY'S PIZZERIA & RESTAURANT	23-00133	2023 ELECTION MEALS	68.48	0.00	

March 1, 2023
03:58 PM

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- -121-05 -346 C0033 CAPONE'S	ELECTION EXPENSES		Continued			
		23-00134	2023 ELECTION MEALS	<u>256.97</u>	0.00	
				2,185.45		
	Extd Total:			2,185.45		
01- -122-01 -386 02805 SEAMAN, CARLTON	CONFERENCES					
		23-00141	FDIC REGISTRATION REIMB.	1,987.60	0.00	
	Extd Total:			1,987.60		
01- -122-05 -386 N0169 NEW JERSEY STATE LEAGUE	CONFERENCES					
		23-00078	ADMIN WEBINAR	100.00	0.00	
	Extd Total:			100.00		
01- -123-05 -416 L0125 LEXIS-NEXIS M0022 MANCOMM	DUES/SUBSCRIPTIONS					
		23-00106	NJ REGISTER DIST#1	242.55	0.00	
		23-00115	OSHA PUBLICATION	<u>575.81</u>	0.00	
				818.36		
	Extd Total:			818.36		
01- -124-01 -446 00010 OCEAN BEACH FIRE CO. #3	TRAINING					
		23-00156	REIMB. TRAINING	150.00	0.00	
01- -124-01 -449 L0054 LAVALLETTE PERSONAL FITNESS	PHYSICAL FITNESS					
		23-00113	PHYSICAL FITNESS	75.00	0.00	
	Extd Total:			225.00		
01- -127-01 -567 F0171 4X TECHNOLOGIES, LLC 00207 OPTIMUM	COMMUNICATIONS					
		23-00110	02/23 SERVICES DIST#1	407.80	0.00	
		23-00135	02/23 ACCT#07867-114249-01-2	<u>156.71</u>	0.00	
				564.51		
	Extd Total:			564.51		
01- -127-05 -567 F0171 4X TECHNOLOGIES, LLC C0149 COMCAST CABLE	COMMUNICATIONS/UTILITIES					
		23-00110	02/23 SERVICES DIST#1	234.99	0.00	
		23-00138	ACCT#8499 05 194 0622198	<u>305.68</u>	0.00	
				540.67		
	Extd Total:			540.67		
01- -128-01 -606 W0004 W.B. MASON CO., INC. U0065 UPS	OFFICE SUPPLIES/SHIPPING					
		23-00147	SUPPLIES DIST#1	28.98	0.00	
		23-00150	SHIPPING ACCT#E5400F	<u>68.04</u>	0.00	
				97.02		
	Extd Total:			97.02		

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -128-05 -607	OFFICE SUPPLIES/SHIPPING					
M0029 MARCO TECHNOLOGIES, LLC		23-00137	COPIES DIST#1	81.85	0.00	
	Extd Total:			81.85		
01- -129-01 -648	VEHICLE REPAIR					
B0051 BAYWOOD MARINA		22-01379	2756, MAINTENANCE	1,835.80	0.00	
E0004 E.R.S. FLEET REPAIR, INC.		22-01383	2501,2609	2,984.63	0.00	
S0093 SERVICE TIRE TRUCK CENTERS INC		23-00129	2501 TIRES	1,775.00	0.00	
				6,595.43		
01- -129-01 -652	SCOTTS & EXTINGUISHERS REFILL/REPAIR					
M0090 MES INC.		23-00093	SCOTT REPAIRS	1,453.27	0.00	
	Extd Total:			8,048.70		
01- -129-10 -655	I/T MAINTENANCE					
A0234 ATLANTIC IT SOLUTIONS		23-00154	2/23 I/T SERVICES DIST#1	864.00	0.00	
	Extd Total:			864.00		
	Fund Total:			48,400.27		
Total Charged Lines: 45 Total List Amount: 48,400.27 Total Void Amount: 0.00						

FUNDS RECEIVED AND DEPOSITED

<u>FROM:</u>	<u>CK#:</u>	<u>FOR:</u>	<u>AMOUNT:</u>
Toms River Fire Dist#2	1776	Reimburse email recovery/ballot notice	2,305.95
Bureau of Fire Prevention	307	Bureau Revenue 1/23	23,154.56
Selective Insurance	216788	Gorman insurance claim	4,179.70
Barkon, Karen	568	CPR course	80.00
Alsieux, rocio	709	CPR course	40.00
Bonett, David	830	CPR course	40.00
Various attendees	cash	CPR course	360.00
West Windsor	82099	Fire Academy fees	450.00
Lakewood Fire Dist#1	22801	Fire Academy fees	312.00
Pine Hill Fire Dist#1	12202	Fire Academy fees	350.00
Conner Strong	210231	Fire Academy fees	200.00
Jackson Fire Dist#2	23351	Fire Academy fees	250.00
Toms River Fire Dist#2	1799	2/23 Joint bills & reimb. insurance	64,216.13
Richard Heroy	6999	Reimburse FDIC airfare	248.78
Ocean Beach Fire Co#3	1016	Reimburse cable	980.70
Toms River Board of Education	605779	Imprest fund	3,512.79
Brick Fire Dist#2	8551	Fire Academy fees	400.00
Brick Fire Dist#2	8537	Fire Academy fees	200.00

March 1, 2023
04:06 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2023 Detail Expenditure Transaction Inquiry By Account

Page No: 1

Range of Accounts: 01- -111-05 -001 01- -112-05 -030 Adds: N Changes: N Transfers In: N
Range of Dates: 03/01/23 to 03/01/23 Transfers Out: N Expenditures: Y Refunds: Y
Range of Reason Codes: ALL Reimbursements: N Encumbrances: N Cancels: N
Include Enc/Expd/Acct Pybl with EOY Reason: Yes Include Non-Budgeted: Y Check Payments: N Accounts Payable: N
YTD 1099: N PO Encumbrances: N Contract Encm: N Received PO: N

Account No	Account Description	Vendor/Source	Amount	User	Item #
Date	Type	Transaction Data/Comment			
01- -112-05 -020	HEALTH BENEFITS SHBP				
03/01/23	Expd	3/23 DIST 1 HEALTH BENEFITS EMPLOYER	9,805.84	DM	B 2298 1
Total Expenditures:		1	9,805.84		