

**MINUTES**  
**TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1**  
**1144 Hooper Ave**  
**Conference Room "A"**  
**May 17, 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**

Golden – present                      Latshaw –present  
Minkler – present                      Roman -present  
Tutela – present

Administrator Kubiell present. Attorney Appleby present  
Bisceglie present to take minutes

**APPROVING THE MINUTES**

Motion Roman second Latshaw to approve the May 3, 2023 regular minutes providing a copy is made available for inspection by the public during this meeting.

Ayes – 4    Nays – 0    Abstain-1  
(Golden)

**CARRIED**

**REPORTS OF COMMITTEES**

**COMMUNICATION** – No report

**FIRE PREVENTION BUREAU** Minkler stated Assistant Chief Foster, Inspectors Oeskovic and DeEsposito were all sworn in at the joint meeting.

**FIRE ACADEMY** – Latshaw stated:

1. Meeting with the liaisons where projects were discussed and the importance of each project. The existing burn room is top priority.
2. In the process of getting quotes to move forward with the many projects that need to be addressed.

**INSURANCE**-Tutela stated the claim for 2865 has been processed and all paperwork has been submitted.

**POLICE/EMERGENCY MANAGEMENT**- Tutela stated he was asked if the fire department is still involved in the Active Shooter class. Tutela will get contact information over to Sgt. Eubank's.

**LEGISLATION** – No report

**COUNCIL AND MAYOR** – Progress

**VEHICLE REPAIR/NEW APPARATUS** – Tutela stated looking to set up a committee re: chief's vehicles and apparatus.

**FIRE CHIEFS ASSOCIATION**- District Chief stated they are making progress on the SOG's

**ADMINISTRATOR KUBIELL REPORT** –No report

**ATTORNEY REPORT** – No report

**REMOVALS FROM THE ROLLS**- None

**APPLICATIONS FOR MEMBERSHIP**– None

**UNFINISHED BUSINESS**-None

**NEW BUSINESS**

**RESOLUTION AUTHORIZING CONTRACT WITH PREFERRED BEHAVIORAL HEALTH - A** resolution was presented Motion Roman second Golden authorizing contract with Preferred Behavioral Health.

**ROLL CALL VOTE**

Latshaw-Yes      Golden- Yes  
Roman-Yes      Minkler-Yes  
Tutela-Yes

**CARRIED**

**MOTION TO CHANGE DISTRICT NO.1 BOARD MEETING-** Motion Minkler second Golden to change District No.1 Board meeting from June 7, 2023 to June 8, 2023. (See inserted notice)

Ayes – 5    Nays – 0

**CARRIED**

**PARTICIPATION BY THE PUBLIC-** None

**PRIVATE EXECUTIVE SESSION-** *Matters Relating to the Employment Relationship and other legal matters*  
Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

1. Personnel/-Points
2. Personnel/employees request for overtime

**Motion Golden second Latshaw to go into closed session @ 4:43 p.m.**

Ayes – 5    Nays – 0

**CARRIED**

**Motion made by Commissioner Minkler and seconded by Commissioner Latshaw to go back to open session. All present voted in favor.**

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

Meeting ended at 5:23 p.m.

Respectfully submitted  
*Leonard Minkler, Clerk*



## **TOMS RIVER TOWNSHIP FIRE DISTRICT No. 1**

JAMES GOLDEN  
RAYMOND LATSHAW  
LEONARD MINKLER  
DANIEL ROMAN  
RICHARD TUTELA

1144 HOOPER AVENUE  
SUITE 306  
TOMS RIVER, NEW JERSEY 08753  
PHONE (732)341-4441  
FAX (732)505-2150

TOMS RIVER FIRE CO. No. 1  
TOMS RIVER FIRE CO. No. 2  
OCEAN BEACH FIRE CO. No. 3  
EAST DOVER FIRE CO. No. 4

### **NOTICE**

**PLEASE TAKE NOTICE** the Toms River Board of Fire Commissioners, District No.1 in the Township of Toms River, County of Ocean, State of New Jersey has **RESCHEDULED** their board meeting from June 7<sup>th</sup> 2023 to June 8<sup>th</sup> 2023. The meeting to still take place at 1144 Hooper Ave, Conference room "A", Toms River, New Jersey @ 6:30 p.m.

RESOLUTION OF THE TOMS RIVER TOWNSHIP FIRE COMMISSIONERS,  
DISTRICT NO.1, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING  
THE EXECUTION OF A SHARED SERVICES AGREEMENT WITH PREFERRED  
BEHAVIORAL HEALTH GROUP, INC. TO ADMINISTER THE EMPLOYEE  
ASSISTANCE PROGRAM

May 17, 2023

WHEREAS, the Township of Toms River ("Township"), by Resolution dated January 3, 2023, authorized an extension of certain professional service contracts to February 28, 2023 at the same rates approved for 2022 for Preferred Behavioral Health Group, Inc. ("Preferred Behavioral") to administer the Township's Employee Assistance Program ("EAP") for a term commencing retroactive to March 01, 2023, up to and including December 31 2023, for a total maximum amount not to exceed \$30,000 for CY 2023; and

WHEREAS, Toms River Board of Fire Commissioners District No. 1 (hereinafter "Fire District No. 1") desires to participate in the EAP under a Shared Services Agreement with the Township and Preferred Behavioral, and agrees to pay \$10,000 to Preferred Behavioral under said Agreement; and

WHEREAS, the Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes Fire District No. 1 to enter into a contract for the provision of certain governmental services with the Township and Preferred Behavioral; and

WHEREAS, Fire District No. 1 desires to enter into a Shared Services Agreement with the Township for EAP services under the Shared Services agreement awarded to Preferred Behavioral, in the form attached hereto and incorporated herein as Schedule A; and

WHEREAS, N.J.S.A. 40A:65-5 requires that such a contract be authorized by resolution; and

WHEREAS, it is the desire of Fire District No. 1 to authorize the execution of a Shared Services Agreement with the Township for EAP services under the contract awarded to Preferred Behavioral.

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

1. That Fire District No. 1 does hereby authorize the execution of a Shared Services Agreement with the Township for EAP services under the contract awarded to Preferred Behavioral, in accordance with the terms of said agreement attached hereto and made a part hereof as Schedule A, in final form as approved by the Fire District No. 1 Attorney.

2. That the Fire District No. 1 Chairman is hereby authorized to execute and the Fire District No. 1 Clerk to attest to, respectively, the Shared Services Agreement, and any other documents necessary to effectuate the terms of this resolution.

3. That the term of the agreement shall commence retroactively as of March 2023. Said term shall coincide with the contract awarded to Preferred Behavioral for EAP services and any extensions thereto.

4. That the Fire District No. 1 Administrator is authorized to take the required action to institute the intent of this resolution and to incorporate the desired benefits of the resolution into the daily operations of Fire District No. 1.

5. That a copy of the agreement referenced herein shall be kept on file and made available for public inspection at the Fire District No. 1's Clerk's office during normal business hours.

6. That a certified copy of this resolution, together with a copy of the agreement, shall be forwarded to Fire District No. 1 Chairman, Fire District No. 1 Clerk, Fire District No. 1 Administrator, Mayor of the Township of Toms River, the Chief Financial Officer of the Township of Toms River, the Township Administrator of the Township of Toms River, Township of Toms River Municipal Clerk, Toms River Township Attorney, and the State of New Jersey, Department of Community Affairs.

#### 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 on May 17, 2023.

  
Leonard Minkler  
Clerk, Fire District No.1

Date: 5/17/23