

MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
1144 Hooper Ave, Conference Room "A"
January 3, 2024

Commissioner Tutela called the regular meeting to order at 6:40 p.m. due to the budget hearing. 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 Roman —present
Latshaw — present Minkler-present
Tutela — present

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

APPROVING THE MINUTES

Motion Golden second Roman to approve the December 20, 2023 minutes providing a copy is made available for inspection by the public during this meeting.

Ayes - 5 Nays - 0 **CARRIED**

REPORTS OF COMMITTEES

COMMUNICATION-No report

FIRE PREVENTION BUREAU –No report

FIRE ACADEMY – Latshaw stated all cameras have been installed. Minkler stated several items coming down from the division with some new classes possibly being required. Director Gorman said some of the classes required are unreasonable. He feels they are pushing the volunteers out. He suggested the commissioners, as the legislative body, come forward to say how hard the requirements are for the volunteer service to keep up. If they are mandated the fire academy will offer.

INSURANCE –progress

POLICE/EMERGENCY MANAGEMENT- No report

LEGISLATION – Minkler stated two bills have been proposed re: property tax credit for volunteer members who have 60% of calls and drills. The 2nd bill was a \$10,000,000 grant to be used for fire apparatus.

TOWNSHIP COUNCIL AND MAYOR – No report

VEHICLE REPAIR/NEW APPARATUS –Minkler stated:

1. Progress on 2705 is continuing. Pictures are on the website.
2. Saw that 28's boat is out of service? Chief Veth stated the lift is stuck in the upward position. The Marina stated the electrician should be there sometime today for repair.

FIRE CHIEFS ASSOCIATION- No report

ADMINISTRATOR KUBIEL REPORT - Kubiell stated:

1. The truck report is in your folders for your review.

ATTORNEY REPORT – No report

REPORTS OF FIRE OFFICERS

DISTRICT CHIEF E. SEAMAN – Tutela stated that District Chief Seaman had an unexpected death in the family therefore will not be in attendance.

CO. 1 CHIEF UFFER – Uffer stated:

1. The two members that needed classes for the officer position have signed up at the academy.

CO. 2 CHIEF CIRZ – Congratulated all new officers coming in.

CO. 3 CHIEF CALVO – Calvo stated:

1. Received a last minute request from one of his members to attend a smoke class to be held in Gloucester City. The cost is \$30.00. He is hoping that one more member will want to take this class.
2. He echoed what Director Gorman stated about what the State is asking of the volunteers being unreasonable. Recommended the commissioners get involved. Tutela stated they are trying to get a meeting to discuss many issues and understand the frustration.
3. Disappointed the officers stipend has not come to fruition.

CO.4 CHIEF VETH – Progress

ISLAND HEIGHTS –Progress

SEASIDE HEIGHTS – Progress

FIRE CHIEFS ASSOCIATION –No report

REMOVALS FROM THE ROLLS- None

APPLICATIONS FOR MEMBERSHIP – None

UNFINISHED BUSINESS –None

NEW BUSINESS

RESOLUTION AUTHORIZING TEMPORARY 2024 BUDGET - A resolution was presented, Motion Minkler second Roman authorizing temporary budget for 2024 not to exceed 14%. (See inserted resolution)

ROLL CALL VOTE

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

CARRIED

RESOLUTION BUDGET TRANSFER- A resolution was presented, Motion Minkler second Roman authorizing transfer of funds relative to the prior 2023 budget. (See inserted resolution)

ROLL CALL VOTE

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

CARRIED

RESOLUTION APPOINTING BRIAN KUBIEL AS THE PUBLIC AGENCY COMPLIANCE OFFICER - A resolution was presented, Motion Roman second Golden appointing Brian Kubiel as the Public Agency Compliance Officer. (See inserted resolution)

ROLL CALL VOTE

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

CARRIED

PROCLAMATION FOR MARK AUTENRIETH 50 YEARS – Commissioner Minkler read aloud a proclamation for Mark Autenrieth’s 50 years of service as a volunteer firefighter for Toms River Fire District No.1 . This proclamation to be presented at Toms River Fire Co.1 annual dinner.

BILLS

Motion Roman second Latshaw to approve the bill list for January 3, 2024 (SEE INSERTED LIST)
Ayes – 5 Nays – 0 CARRIED

PARTICIPATION BY THE PUBLIC-

Andrew Goresch echoed Chief Calvo’s statement about retention. Several years ago the clothing allowance was increased minimally, yet the budget line item always has funds left on there. If more money was offered he is thinking there is a better chance of retaining the firefighters. Kubiak responded that the budget reflects most members to receive minimum clothing allowance.

Bryant Curry- Suggested to have a strong showing of firefighters, commissioners at the Firefighter Safety Commissioner meeting January 17th 2024 in Wall re: the pressure they are placing on the volunteer service re: training.

PRIVATE EXECUTIVE *Matters Relating to the Employment Relationship:* 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

Motion Golden second Roman to go into Private Executive Session @7:06
Ayes – 5 Nays – 0 CARRIED

Motion to return to open session made by Commissioner Minkler, seconded by Commissioner Roman. All voted in favor.

Motion was made by Commissioner Roman and seconded by Commissioner Golden to approve the officer’s stipend for those qualified (exception as to those not qualifying – Connor Wells and Carl Weingroff). All voted in favor. No objections.

Motion made by Commissioner Golden and seconded by Commissioner Roman to end the meeting. All voted in favor.

Meeting adjourned at 7:38 p.m.

Respectfully submitted

Leonard Minkler, Clerk

RESOLUTION

TEMPORARY BUDGET

January 3, 2024

WHEREAS, the Commissioners of Fire District No. 1 in the Township of Toms River, County of Ocean, New Jersey, have called for the use of appropriations pursuant to N.J.S. 40A:14-78.17; and

WHEREAS, the Commissioners of Fire District No. 1 have determined that there is a need for public expenditure to protect or promote the public health, safety, morals and welfare of the community; and

WHEREAS, the total appropriations for the temporary budget will not exceed fourteen (14%) percent expenditure provisions set forth in N.J.S. 40A:14-78; and

WHEREAS, there exists a need for additional appropriations to pay salaries, current operating expenses, outstanding bills and expenses incurred by the Fire District No. 1 which are set forth in the temporary budget which is made a part hereof; and

WHEREAS, without the appropriations, the Commissioners of Fire District No. 1 will be without funds to pay any and all current bills, as well as future bills that will be incurred during the period of time up until the new election which is scheduled for February 17, 2024; and

WHEREAS, the Commissioners of Fire District No. 1 have determined that there exists a need to request these appropriations based upon the facts as set forth above and are satisfied that there is a need for the expenditure to protect and promote the public health, safety, morals and welfare of the community.

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

The total of the appropriations so made shall not exceed 14% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year.

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 January 3, 2024.


LEONARD MINKLER, CLERK

RESOLUTION

January 3, 2024

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 2023 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.

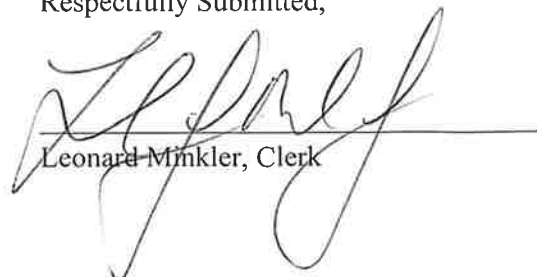
NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of Fire District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey as follows:

(1) The following budget transfers are approved by the Commissioners:

	<u>FROM:</u>	<u>TO:</u>
DISPATCHERS		
RADIOS	15,000.00	
SALARIES		15,000.00
TOTALS	<u>15,000.00</u>	<u>15,000.00</u>

	<u>FROM:</u>	<u>TO:</u>
FIRE ACADEMY		
SALARIES	3,000.00	
FRINGE BENEFITS	3,000.00	
TOOLS & EQUIPMENT	2,000.00	
OFFICE EQUIPMENT	1,100.00	
COMPUTER PROGRAMS	1,000.00	
SUPPLIES	2,000.00	
UTILITIES	2,000.00	
CLOTHING	-	100.00
MAINTENANCE		14,000.00
	<u>14,100.00</u>	<u>14,100.00</u>

Respectfully Submitted,


Leonard Minkler, Clerk

RESOLUTION APPOINTING BRIAN S. KUBIEL, MBA, QPA, CPM, PURCHASING AGENT, AS THE TOMS RIVER TOWNSHIP BOARD OF FIRE COMMISSIONERS DISTRICT NO. 1'S PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.) FOR CONTRACT COMPLIANCE AND EQUAL EMPLOYMENT OPPORTUNITY, IN PUBLIC CONTRACTING

JANUARY 3, 2024


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

1. Brian S. Kubiel, MBA, QPA, CPM, Purchasing Agent is hereby appointed as the Township of Toms River Board of Fire Commissioners District No. 1 Public Agency Compliance Officer (P.A.C.O.) for contract compliance and equal employment opportunity, in public contracting, at no additional remuneration, pursuant to N.J.A.C. 17:27-3.2

BE IT FURTHER RESOLVED, the local contracting unit is hereby authorized and directed to forward a certified copy of this resolution to the following:

- a. Township of Toms River Board of Fire Commissioners District No. 1
- b. District No. 1 Board of Fire Commissioners Attorney
- c. State of New Jersey
Division of Contract Compliance and Equal
Employment Opportunity in Public Contracting
Attn: Deirdre Webster Cobb, Division Director
CN 209
Trenton, NJ 08625-0209
- d. Brian S. Kubiel, MBA, QPA, CPM, Purchasing Agent

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 January 3, 2024.


Leonard Minkler, CLERK

1-3-24
Date:

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
01- -129-01 -648	VEHICLE REPAIR					
N0101	NELSON MARINE BASIN INC.	23-00929	CO#3 WINTERIZATION OF 2756	3,521.50	0.00	
E0004	E.R.S. FLEET REPAIR, INC.	23-01359	2617,2801	4,500.90	0.00	
				<u>8,022.40</u>		
01- -129-05 -655	MAINTENANCE SERVICES					
E0042	EDMUNDS & ASSOCIATES, INC.	24-00007	2024 MAINTENANCE	3,872.32	0.00	
A0234	ATLANTIC IT SOLUTIONS	24-00017	01/24 CYBER SECURITY	628.50	0.00	
				<u>4,500.82</u>		
01- -129-10 -655	I/T MAINTENANCE					
A0234	ATLANTIC IT SOLUTIONS	23-01351	12/23 I/T SERVICES DIST#1	864.00	0.00	
A0234	ATLANTIC IT SOLUTIONS	24-00017	01/24 CYBER SECURITY	1,106.07	0.00	
				<u>1,970.07</u>		
01- -130-05 -290	PAYROLL SERVICES					
P0070	PAYCHEX INC.	23-01348	12/23 PAYROLL	633.29	0.00	
01- -131-05 -730	TESTIMONIALS					
S0165	SKIP'S FLORIST	23-01345	SEIDERS DIST#1	86.95	0.00	
	Fund Total:			60,571.11		
Total Charged Lines: 31 Total List Amount:				60,571.11	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	2167	Reimburse emails/cyber security	1,371.77
Bureau of Fire Prevention	328	Penalties 2023	19,919.07
Bureau of Fire Prevention	330	Bureau Revenue 11/23	29,715.20
Pt. Pleasant Borough	52801	Fire Academy fees	650.00
UFFPAOC	1104	Fire starter reimbursement	300.00
Brick Fire Dist#2	8938	Fire Academy fees	300.00
Conner Strong	214389	Fire Academy fees	256.00
Conner Strong	214390	Fire Academy fees	706.00
Conner Strong	214265	Fire Academy fees	512.00
Manchester Twp.	72617	Fire Academy fees	450.00
State of NJ	2255772	Bureau unclaimed property	600.90
Toms River Fire Dist#2	2182	Joint bills 12/23	76,111.20
Howell Twp.	25224	Fire Academy fees	450.00
Winslow Twp.	15592	Fire Academy fees	3,925.00
Brick Fire Dist#1	24921	Fire Academy fees	1,000.00
Brick Fire Dist#1	24922	Fire Academy fees	1,000.00
Toms River Township	122099	Taxes 4th qtr. 2023	2,021,729.91

January 3, 2024
02:42 PM

TOMS RIVER TOWNSHIP FIRE DISTRICT #1
2024 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:	01/03/24 to 01/03/24		Transfers Out:	N	Expenditures:	Y	Refunds:	Y	
Range of Reason Codes:	ALL		Reimbursements:	N	Encumbrances:	N	Cancel:	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	Transaction Data/Comment				
01- -112-05 -020	HEALTH BENEFITS SHBP				
01/03/24 Expd	1/24 DIST 1 HEALTH BENEFITS EMPLOYER		9,071.44	DM	B 2386 1
Total Expenditures:	1		9,071.44		