

**Toms River Fire Commissioners
Joint Board Meeting Minutes
Toms River Fire Academy
January 10, 2024**

Commissioner Tutela called a regular meeting of the Toms River Fire Commissioners Districts No. 1 & No. 2 to order at 5:30 p.m. with a salute to the Flag. The Commissioner made the following statement:

Let the official minutes reflect that adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act and the adoption of a schedule of regular meetings and notices thereof being posted in the Municipal Building, 33 Washington Street, Toms River, New Jersey; being transmitted to the Asbury Park Press and Star Ledger and to all persons who have requested copies in accordance with the statute.

ROLL CALL

| | |
|-------------------|-------------------|
| Golden- present | Britton – present |
| Latshaw –present | Duff - present |
| Minkler – present | Heroy -present |
| Roman-present | Seiders –present |
| Tutela -present | Willson- present |

Administrator Kubiell present. Bisceglie present to take minutes.

Motion Heroy second Duff to approve minutes of the December 12, 2023 regular meeting providing a copy is made available for inspection by the public during this meeting.

AYES-7 NAYS-0 ABSTAIN-3 CARRIED

COMMUNICATIONS – Defer to the Supervisor

COMMUNICATION SUPERVISOR WEINBERGER – (See inserted report)

FIRE ACADEMY- Defer to Director

FIRE ACADEMY DIRECTOR GORMAN– (See inserted report)

BUREAU OF FIRE PREVENTION- Defer to Chief

BUREAU CHIEF JANORA– (See inserted report)

LEGISLATION- No report

FIRE CHIEFS ASSOCIATION – Tutela requested the Fire Chief Association meeting on Monday be moved to 7:30 because he has several officers in a meeting at 7:00 p.m. Janora responded okay.

INSURANCE- No report

DISTRICT NO. 1 ADMINISTRATOR KUBIELL – Kubiell stated:

1. Chief Janora finished the LEA report that is required by statute to be done by the end of the month. It was certified this afternoon. This was an extremely detailed report.
2. Requested authorization to pay First Net \$234, Selective Insurance \$19,841 and Active 911 \$157.50 between meetings.

DISTRICT NO. 2 ADMINISTRATOR CARSON – Carson stated:

1. Kudos to the dispatchers for the unfortunate incident that happened at the police department on Friday.

BILLS

Motion Duff second Heroy for District No. 2 to pay \$99,858.96 for their share of the bills plus First Net \$234., Selective Insurance \$19,841 and Active 911 \$157.50 in between meetings (See inserted list) AYES-5 NAYS-0 **CARRIED**

Motion Golden second Latshaw for District No. 1 to pay the bills plus First Net \$234. Selective Insurance \$19,841 and Active 911 \$157.50 in between meetings (See inserted list) AYES-5 NAYS-0 **CARRIED**

Motion Duff second Latshaw authorizing two dispatchers to attend the Spillman Conference to be held in Grapevine Texas on April 28th through May 1st 2024. AYES-10 NAYS-0 ABSTAIN-0 **CARRIED**

UNFINISHED BUSINESS- None

NEW BUSINESS

RESOLUTION AWARDING BID TO GAVAN CONSTRUCTION FOR THE 3RD FLOOR BURN ROOM- A resolution was presented Motion Heroy second Golden awarding contract to Gavan General Contracting Inc for the construction of the 3rd floor burn room in the amount of \$36,000. (See inserted Resolution)

ROLL CALL VOTE

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

Duff -Yes Seiders-Yes
Heroy-Yes Willson -Yes
 Britton-Yes

CARRIED

RESOLUTION ENTER MOU WITH STATE FOREST FIRE ASSOCIATION. A resolution was presented Motion Golden second Heroy authorizing the execution of a Memorandum of Understanding with the New Jersey Department of Environmental Protection (NJDEP) Emergency Management re: Radio channels (See inserted Resolution)

ROLL CALL VOTE

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

Duff -Yes Seiders-Yes
Heroy-Yes Willson -Yes
 Britton-Yes

CARRIED

RESOLUTION HIRING WILLIAM HERBST AS FULL TIME CLASS II FIRE INSPECTOR.

A resolution was presented Motion Duff second Roman hiring William Herbst as the full time Class II Fire Inspector for the Toms River Bureau of Fire Prevention. (See inserted Resolution)

ROLL CALL VOTE

Golden-Yes Latshaw-Yes

Roman-Yes Minkler-Yes

Tutela-Yes

Duff -Yes Seiders-Yes

Heroy-Yes Willson -Yes

Britton-Yes

CARRIED

SWEARING IN WILLIAM HERBST AS FULL TIME CLASS II FIRE INSPECTOR

Commissioner Minkler swore in William Herbst as a Class II Fire Inspector for the Bureau of Fire Prevention.

PARTICIPATION BY THE PUBLIC- None

Tutela asked Chief Janora, Supervisor Weinberger and Director Gorman to stay for closed session.

Motion Golden second Duff to go in Private Executive Session at 5:54 p.m.

AYES-10 NAYS-0 ABSTAIN-0 CARRIED

CLOSED SESSION *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.

Motion to go back into open session made by District 2 Commissioner Heroy and seconded by Commissioner Duff. All voted in favor.

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

Meeting ended at 7:51 p.m.

Respectfully submitted

Leonard Minkler, Clerk



Toms River Fire Department

Communications Division

Communications Supervisor Charles J. Weinberger III
Cell (732)998-2515 E-Mail cweinberger@trfire.org

January 10, 2024 (Report submitted January 8, 2024)

- Radio Testing
 - Kiddie Academy 642 Bay Ave
 - Honey Grow 1201 Hooper Ave
 - Chipotle 465 Rt 37E
- New Communications Center
 - Room is moving along. Water Damage repair ongoing
 - NFI
- Training
 - Public Safety Telecommunicator 1, 7th Edition, March 11th (40 hours)
 - Fire Service Communications 3rd Edition, May 6th (32 Hours)
 - Dispatcher Applegate will be attending a free CISM training program March 5, 6 and 7
 - I am requesting to send 1 Dispatcher and myself to the Motorola Solutions Spillman Summit 2024 April 28 to May 1 in Grapevine, TX.
 - Each year we learn more and more from attending this conference.
- Townships Chiefs
 - No Report
- Wireless Communication Devices
 - All Wireless Computers in the fire apparatus have been switched to FirstNet. We have had no issues as of this date with FirstNet internet service. We did have a couple computer that required IT assistances to get going though.
- Spillman
 - Manchester has switched off our server onto their own system
 - Active 911 Notifications from Dispatch Center to Dispatch Center has been set up with Lakewood and OC Radio Room. I have a request in with Brick and Manchester Dispatch to set the same.
 - This allows for a faster response. When their center assigns our units, it sends a notification to our dispatch via Active 911. I also put a request in for Active 911 Licenses.
 - This is also set up with I Am Responding but IAR does not allow for Desktop notification for this.
- Spillman GPS
 - All GPS units should be tracking however there might be a setting issue with the switch to FirstNet, so if anyone sees one that is not tracking, please send me an email.

Toms River Fire Department

Communications Division

Communications Supervisor Charles J. Weinberger III
 Cell (732)998-2515 E-Mail cweinberger@trfire.org

Call totals for the month of December:

Fire – 196

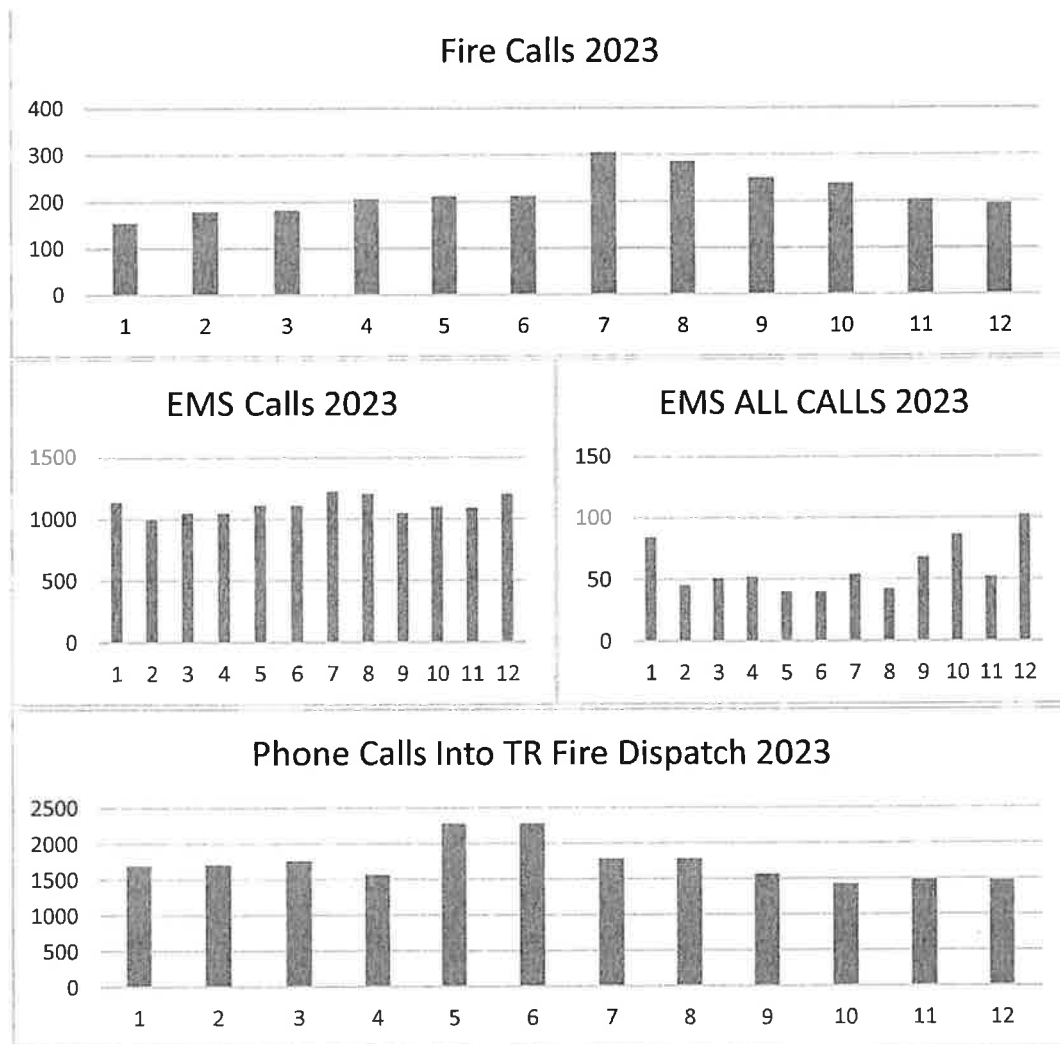
EMS – 1204 & EMS All Calls – 102

Call totals for 2023:

Fire – 2615

EMS – 13232 & EMS All Calls – 716

The fire dispatchers in the month of December, fielded 1477 phone calls and 20,759 in the year of 2023.





Toms River Fire Academy

1780 Church Rd. (Site Location)

1144 Hooper Ave. (Mailing)

Suite 306

Toms River, NJ 08753

(732) 255-4024 - (732) 341-4441

academy@trfire.org

Date: January 5, 2024

To: Toms River District 1 and 2 Joint Board of Commissioners

From: Toms River Fire Academy Executive Group

Re: Training Center Report for August (12-11-23 thru 1-10-24)

1. Final 2024 Budget has been presented as per notice.
2. The Fire Training Center, Fire Prevention and the Fire Official, in another cooperative effort, have set a meeting with Johnson Controls. The representative will present a system that includes a fully capable alarm annunciator panel combined with a board that will display many of the different detection and alerting devices an alarm system uses. When complete, it will be accessible to the Toms River Fire Department members and the training group of Johnson Controls. Preliminary discussion suggests there will be no fees for a substantial learning tool, and an ongoing relationship with the major company in fire alarm systems.
3. The fall evening FF 1 and 2 program is ongoing and making good progress. Recruits have been in live fire evolutions.
4. The FTC Planning Group will produce the Spring/Summer proposed training schedule. The emphasis will be on the required programs for Fire Officer credentials to meet the NJDFS Fire Officer 1 and 2 criteria.
5. Another evening FF ½ Program is being explored. A Summer Program will be delivered.
6. The Junior Firefighter Program requires a coordinator to take the lead. More to follow.

7. The Chief Association met with Sam Seaman and I to discuss the TR FF and Fire Officer Eligibility SOG. The draft of a working document should be ready for administrative review soon.
8. The National Fallen FF's Foundation has delivered the "Courage to be Safe" Instructor program. The FTC now has NFFF as a direct resource. The online access for the FIRE HERO LEARNING NETWORK has been offered to all Toms River Firefighters.
9. Incident Management System I-200 (16 hrs) is being delivered by a NJ OEM accredited instructor, Chief McKay.
10. NJDFS Company Officer 1 and 2 is scheduled .
11. NJDFS has listed several Train the Trainer programs on new and updated classes. FTC Staff will attend to broaden our program strength. (Driver/ Engine C and Aerial soon, Haz Mat and OSIC, Building Construction and STICO)
12. The NJ DFS, KEAN University Fall Inspector / Instructor CEU Seminar Series at the Fire Training Center is closing and has great feedback from instructors as well as students.
13. The NJDFS and KEAN have stated they will request the TR FTC to accept spring classes in an ongoing cooperative to enhance the safety and health of the NJ Fire Service.
14. Doug Foley is coordinating another Fire Inspector program Jackson NJ. More to follow.
15. The Ocean County Inmate Work Program resumed and assisted exterior clean-up on December 6. The program is scheduled for January 22/23, 2024. The painting should occur these days.
16. The 1st burn room has been addressed and the preventative maintenance program is active on a regular interval now, and there are daily inspections/corrections as required.
17. Major progress on the Fire Facilities project for the 3rd Floor burn room, and replacement panel for 1st floor room. All hardware has been delivered. The bid is pending for the contractor.
18. Fire Academy Engine 1 is returned and operating well.
19. The propane vapor delivery pipe was damaged and it has been determined that repair is not warranted. The pavement has been cut and the removal will commence when scheduling with our technical staff and Keily is complete.
20. Doug Foley continues to assist the NJ DFS in the review and development of code updates in the NJ UFC.
21. Capitol Project progress is ongoing, and the reprogramming is being finalized.
22. Video and Surveillance System is installed and fully functional to enhance safety and security on the FA and surrounding grounds.

23. Lock Down systems are operational.
24. Finalization of the transfer with TR Board of Education
Transportation is ongoing . They have donated 2 school buses for rescue and advanced extrication purposes. A cooperative media release will be made to show how agencies work together in public safety.
25. Toms River Police continue to use the facility for evolutions to enhance their response safety.
26. The delivery of a Firefighter 2 stand alone program was explored and NJDFS approves. Based on interest we will be met. There have been no requests as of this date.
27. The Spring 24 Course Catalogue will be developed and distributed.
28. For the complete review of all operations, please refer to the weekly recap email that all Commissioners and Business Administrators receive.
29. The announcement of vacancies for fire instructor 1 and 2 certified members has been made and the closing date will produce 7 applicants. Interviews will be scheduled shortly.

Respectfully Submitted,

Richard D Gorman

Richard D Gorman
Director
Toms River Fire Academy



Toms River Bureau of Fire Prevention

33 Washington Street
P.O. Box 728
Toms River, New Jersey 08753
(732) 240-5153
www.trfireprevention.com



Fire Bureau Report Joint Board of Fire Commissioners Meeting 01/10/2024

1. Municipal Court and Outstanding Registration Fees
 - a. On December 18th I appeared in virtual court with the municipal prosecutor. 2 businesses in town were issued summons to test the process to collect payments. At Mr. Braslow's recommendation, the idea was to sever the businesses with the summons in an effort to get the owner to pay prior to having to appear in court. This process worked for the 2 submitted. I have issued 6 more summons this week and we will see how that batch works out. We have not issued municipal summons for approximately 10 years. Work in progress, but we are collecting outstanding fees.
2. Fire Safety Fridays
 - a. Our social media campaign for Fire Safety Fridays is continuing and has proven to be very successful. The more views we receive the more successful it will become. Please like and share the posts as they come out.
 - b. December Posts – 1st Holiday Lighting and Decor, 7th Hanukah, 15th Christmas Trees, 22nd Fire Places, 29th Lithium Ion Batteries
 - c. January 2nd, we continued spotlighting each township firehouse individually.
 - i. Station 27 was promoted for this month. Area of coverage, Location, Contact info and other details were provided.
 - d. December 4th our office along with the Jackson Fire Bureaus, produced a Menorah fire safety video for social media with funding provided by the TRJCC for supplies. This was very well received and shared throughout the state.
3. Drone pilot training – Toms River PD
 - a. As I spoke about in the budget meeting, implementing a Drone unit is a high priority for our office this year. I have been speaking with the police department about the approval process and the requirements. I will be starting on the application for the COA this month.
 - b. I was invited to participate in a 4 hour training class hosting a run by TRPD. Detective Parente held 2 class sessions for new TRPD drone pilots. I was invited by LT. Scali to take this training so when our program starts we are operating uniformly. The class was well run and very informative. The PD has offered assistance as needed to get our program up and running.
4. Bi-Annual vehicle check, and inspections conducted
 - a. At the beginning of last year, I implemented a policy that our office will conduct vehicle inspections 2 times per year by the supervisors. This policy ensures that maintenance is being completed, the vehicles are clean, all required equipment is working and available.
5. NFIRS Reporting to USFA as of 1/1/24
 - a. We have been reporting our NFIRS data directly to FEMA and USFA for the last 2 months. The reports have been accepted and the data is transferring as needed.
 - b. USFA held a webinar about the new NERIS reporting program on December 14th. The NERIS system sounds great on paper, I feel this will be heavier lift than they anticipate. More news to follow as this program develops.



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6. New Employee

- a. Interviews were conducted for new inspector candidates and an offer was send out to William Herbst. He has returned his offer letter and will be starting on January 29th pending his medical physical is complete and he is cleared. I have spoken with him and he is excited to start. I feel he will be a good fit for this office.

NFIRS and Origin & Cause Investigations

- a. 191 incidents were reported for December 2023 in NFIRS and submitted to FEMA.
- b. Fire Inspectors conducted 7 Origin and Cause investigations since the last joint board meeting.

Inspections completed for December:

| December | <u>Britton</u> | <u>Carlin</u> | <u>DeEsposito</u> | <u>LaVigne</u> | <u>Oeskovic</u> | <u>Roselli</u> | <u>Stalowski</u> | <u>Foster</u> | <u>Totals</u> |
|-------------------|----------------|---------------|-------------------|----------------|-----------------|----------------|------------------|---------------|---------------|
| Inspection | 52 | 40 | 62 | 43 | 64 | 31 | 44 | 31 | 367 |
| Re-Inspection | 16 | 48 | 5 | 84 | 23 | 45 | 29 | 22 | 272 |
| Complaint | 3 | 3 | 2 | 3 | 4 | 3 | 1 | 16 | 35 |
| Referral | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 2 | 4 |
| Permit | 0 | 4 | 0 | 7 | 0 | 2 | 3 | 0 | 16 |
| Smoke | 0 | 3 | 66 | 0 | 57 | 0 | 0 | 0 | 126 |
| Fire Safety Check | 0 | 1 | 1 | 0 | 0 | 1 | 0 | 0 | 3 |
| Kiosk | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| Public Ed | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 71 | 100 | 136 | 138 | 148 | 82 | 78 | 71 | 824 |

Yearend totals for 2023:

| | <u>January</u> | <u>February</u> | <u>March</u> | <u>April</u> | <u>May</u> | <u>June</u> | <u>July</u> | <u>August</u> | <u>September</u> | <u>October</u> | <u>November</u> | <u>December</u> | <u>Totals</u> |
|---------------|----------------|-----------------|--------------|--------------|------------|-------------|-------------|---------------|------------------|----------------|-----------------|-----------------|---------------|
| Inspection | 304 | 357 | 344 | 355 | 365 | 406 | 477 | 464 | 284 | 455 | 434 | 367 | 4612 |
| Re-Inspection | 361 | 196 | 273 | 167 | 323 | 313 | 256 | 332 | 285 | 279 | 261 | 272 | 3318 |
| Complaint | 40 | 20 | 16 | 16 | 23 | 22 | 27 | 28 | 33 | 24 | 38 | 35 | 322 |
| Referral | 7 | 3 | 1 | 3 | 3 | 4 | 7 | 5 | 1 | 1 | 1 | 4 | 40 |
| Permit | 7 | 11 | 15 | 18 | 47 | 26 | 24 | 25 | 70 | 44 | 31 | 16 | 334 |
| Smoke | 119 | 124 | 182 | 139 | 177 | 169 | 151 | 156 | 133 | 112 | 130 | 126 | 1718 |
| Events | 6 | 6 | 6 | 6 | 4 | 4 | 2 | 1 | 0 | 2 | 0 | 3 | 40 |
| Kiosk | 11 | 4 | 0 | 9 | 5 | 0 | 7 | 4 | 3 | 7 | 11 | 1 | 62 |
| Public Ed | 0 | 0 | 1 | 0 | 7 | 3 | 1 | 5 | 1 | 33 | 0 | 0 | 51 |
| | 855 | 721 | 838 | 713 | 959 | 947 | 952 | 1020 | 809 | 957 | 906 | 824 | 10,497 |



Toms River Bureau of Fire Prevention

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Plan review:

- a. 9 Major and Minor Site Plans were reviewed and completed for the month of August.

Press Releases: 6 For the month of December.

- a. Hanukah – Fire Safety Video and PSA
- b. Sandy Place, Structure Fire
- c. BASF Construction Equipment Fire
- d. E-Bike Fire on Hickory Ave
- e. Hovsons Blvd, Structure Fire
- f. MCCUO Suspension Clarification

Respectfully submitted,

Matthew Janora, Fire Official

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARD OF FIRE COMMISSIONERS
DISTRICTS NO.1 AND NO.2, COUNTY OF OCEAN, STATE OF NEW JERSEY,
AWARDING CONTRACT PURSUANT TO N.J.S.A. 40A:11-5(3) TO GAVAN
GENERAL CONTRACTING INC. FOR THE CONSTRUCTION OF A FIRE
DEPARTMENT THIRD FLOOR BURN ROOM IN THE EXISTING TRAINING TOWER
AT THE TOMS RIVER FIRE TRAINING CENTER
January 10, 2024**

WHEREAS, Toms River Township, Board of Fire Commissioners, District No. 1 ("District 1") and Toms River Township, Board of Fire Commissioners, District No. 2 ("District 2") advertised for bids in accordance with Local Public Contract Law for Construction of a Third Floor Burn Room in an Existing Fire Department Training Tower, with sealed bids to be opened on October 6, 2023; and

WHEREAS, one bid was received on October 6, 2023, and substantially exceeded the cost estimates for goods or services, pursuant to N.J.S.A. 40A:11-13.2; and

WHEREAS, District 1 and District 2 rejected the bid response by Resolution on December 12, 2023 at the jointly held Board meeting as it is determined that the bid was not reasonable to price; and

WHEREAS, District No.1 and District No.2 re-issued a request for bids for Construction of a Third Floor Burn Room in an Existing Fire Department Training Tower in accordance with the Local Public Contracts Law; and,

WHEREAS, bids were received on January 5, 2024, for the Prevailing Wage to Construct a Fire Department Third Floor Burn Room in the existing Training Tower at the Toms River Fire Training Center;

WHEREAS, one (1) bid was received from Gavan General Contracting Inc, 1015 Atlantic City Boulevard, Bayville, NJ 08721; and

WHEREAS the bids have been reviewed by legal counsel for District No.1 and District No.2, and legal counsel has recommended that the award of the contract for Construction of a Third Floor Burn Room in an Existing Fire Department Training Tower be made to Gavan General Contracting Inc. as lowest responsible bidder;

NOW, THEREFORE, BE IT RESOLVED by the Toms River Township Fire Commissioners, Districts No. 1 and No. 2, County of Ocean, State of New Jersey, as follows:

1. That pursuant to N.J.S.A. 40A:11-5(3), the Board of Commissioners of the Toms River Township Fire Districts No.1 and No. 2 award a contract to Gavan General Contracting Inc., 1015 Atlantic City Boulevard, Bayville, New Jersey 08721 for the Construction of a Fire Department Third Floor Burn Room in the Existing Training Tower in accordance with the bid specifications.

2. That said award is conditioned upon submission of a Certificate of Insurance for the Construction of a Fire Department Third Floor Burn

Room in the Existing Training Tower, in accordance with the bid specifications and in a form approved by District 1 legal counsel.

3. That the contract is awarded in an amount not to exceed \$36,000.00.

4. That the Chairman's of the Toms River Board of Fire Commissioners Districts No. 1 and No. 2 is authorized to execute and the Clerk's to attest to the contract for the Construction of a Fire Department Third Floor Burn Room in the Existing Training Tower, which such contract shall be available for public examination at the Administration Office of the Fire Commissioners during normal business hours.

5. That the awarding of the contract is contingent on Gavan General Contracting Inc. entering into a contract complying with the terms of this resolution, in a form acceptable to the District No. 1 legal counsel.

6. That the Clerk of the District 1 shall forward a certified copy of this Resolution to the following:

- A. Chairman of District 1
- B. Chairman of District 2
- C. Administrator for District 1;
- D. Administrator for District 2
- E. Clerk of District 2.
- F. Gavan General Contracting Inc., 1015 Atlantic City Boulevard, Bayville, New Jersey 08721

CERTIFICATION

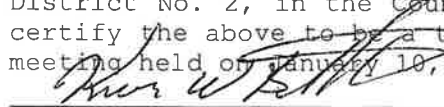
I, Leonard Minkler, Clerk of the Toms River Township Fire Commissioners District No. 1, in the County of Ocean, State of New Jersey, do hereby certify the above to be a true copy of a resolution duly adopted at its meeting held on January 10, 2024.

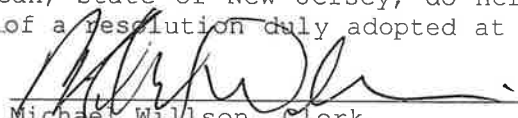

Richard Tutela, Chairman,
Toms River Fire District No.1


Leonard Minkler, Clerk
Toms River Fire District No.1

CERTIFICATION

I, Michael Willson, Clerk of the Toms River Township 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 January 10, 2024


Kevin Britton, Chairman
Toms River Fire District No.2


Michael Willson, Clerk
Toms River Fire District No.2

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARD OF FIRE
COMMISSIONERS, DISTRICT NO.1 AND TOMS RIVER TOWNSHIP BOARD
OF FIRE COMMISSIONERS, DISTRICT NO. 2, COUNTY OF OCEAN,
STATE OF NEW JERSEY AUTHORIZING THE EXECUTION OF A
MEMORANDUM OF UNDERSTANDING WITH NEW JERSEY DEPARTMENT OF
ENVIRONMENTAL PROTECTION (NJDEP), EMERGENCY MANAGEMENT
PROGRAM**

January 10, 2024

WHEREAS, Toms River Township, Board of Fire Commissioners, District No. 1 ("District 1") and Toms River Township, Board of Fire Commissioners, District No. 2 ("District 2") desires to install radio equipment for DEP State Forest Fire Talk-Groups as follows:

- State Forest Fire FF 8 East (Forest Fire Dispatch - Rx 151.457 PL 179.9; Tx 159.27 PL 203.5)
- State DEP 1 Toms River (Forest Fire Dispatch - Rx: 151.19 PL 179.9; Tx 159.3 PL 107.2)
- State Forest Fire FF 6 (Fire-Tac-Rx/Tx 159.375 PL 179.9)
- State Forest Fire Ch 3 Command **East-expected rollout 2/1/2024 in lieu of Channel 8 East**
Forest Fire Dispatch- Rx 151.325 PL 107.2; Tx 159.340 PL 107.2);

and

WHEREAS, District 1 and District 2 required permission from NJDEP to install said radio equipment; and

WHEREAS, District 1 and District 2 authorize the execution of a Memorandum of Understanding ("MOU") with the NJDEP, Emergency Management Program, for the installation of radio equipment.

NOW, THEREFORE, BE IT RESOLVED by the Toms River Township Board of Fire Commissioners, District No. 1 and Toms River Township Board of Fire Commissioners, District No. 2, County of Ocean, State of New Jersey, as follows:

- That District 1 and District 2 authorize the execution of an MOU (attached hereto as Schedule A) with NJDEP, Emergency Management Program, which allows installation of radio equipment for DEP State Forest Fire Talk-Groups:
- State Forest Fire FF 8 East (Forest Fire Dispatch - Rx 151.457 PL 179.9; Tx 159.27 PL 203.5)

- State DEP 1 Toms River (Forest Fire Dispatch - Rx: 151.19 PL 179.9; Tx 159.3 PL 107.2)
- State Forest Fire FF 6 (Fire-Tac-Rx/Tx 159.375 PL 179.9)
- State Forest Fire Ch 3 Command **East-expected rollout 2/1/2024 in lieu of Channel 8 East**
Forest Fire Dispatch- Rx 151.325 PL 107.2; Tx 159.340 PL 107.2. Said MOU shall be in a form acceptable to District legal counsel.

1. District 1 Chairman is authorized to execute the MOU Schedule A) and the District 1 Clerk to attest to same.
2. District 2 Chairman is authorized to execute the MOU (Schedule A) and the District 2 Clerk to attest to same.
3. That the Clerk of Fire District No. 1 shall forward a certified copy of this Resolution to the following:
 - A. Chairman, District 1;
 - B. Administrator, District 1;
 - C. Chairman, District 2;
 - E. Administrator, District 2;
 - F. Clerk, District 2;
 - G. NJDEP, Emergency Management Program.

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 January 10, 2024.




 Leonard Minkler
 Clerk, Fire District No.1

1-10-24

 Date:

I, Michael Willson, Clerk of the Toms River Township 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 January 10, 2024.



 Michael Willson
 Clerk, Fire District No.2

1-10-24

 Date:

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARDS OF FIRE
COMMISSIONERS DISTRICTS No.1 AND DISTRICT NO. 2, TOWNSHIP OF
TOMS RIVER, COUNTY OF OCEAN, STATE OF NEW JERSEY,
HIRING WILLIAM HERBST
AS FULL TIME CLASS II FIRE INSPECTOR FOR THE TOMS RIVER TOWNSHIP
BUREAU OF FIRE PREVENTION PURSUANT TO N.J.S.A. 40A:14-81.1 ET
SEQ. AND N.J.S.A. 40A:14-81.2**

January 10, 2024

WHEREAS, N.J.S.A. 40A:14-81.1 provides that paid positions within the fire districts may be established and determined by the Commissioners of the Fire Districts; and,

WHEREAS, N.J.S.A. 40A:14-81.1 permits the Commissioners of the Fire Districts to hire persons, determine the terms, fix the compensation, and prescribe the powers, functions and duties of all paid positions established within said Fire Districts; and,

WHEREAS, N.J.S.A. 40A:14-81.2 outlines specific qualifications for hiring of paid positions within a Fire Districts; and,

WHEREAS, there is a need to hire one (1) Full Time Class II Fire Inspector for the Toms River Township Bureau of Fire Prevention,

WHEREAS, the Fire Commissioners for Fire Districts No. 1 and No. 2 have recommended the hire of William Herbst to the position of Full Time Class II Fire Inspector; and,

WHEREAS, the Commissioners of Fire Districts No. 1 and No. 2 have reviewed the qualifications for the Class II Fire Inspector position; and


NOW, THEREFORE, BE IT RESOLVED by the Toms River Boards of Fire Commissioners District No. 1 and No. 2, of Township of Toms River, County of Ocean, State of New Jersey as follows:


1. That William Herbst be and is hereby hired to the position of Full Time Class II Fire Inspector for the Toms River Bureau of Fire Prevention.
2. The starting salary of \$45,000 dollars and said rate and terms and conditions of employment for this position shall be as determined by the Commissioners and as otherwise mandated by New Jersey Statutory law.

3. That all functions and duties of said position are outlined in offer of employment and may be redefined, increased, decreased or eliminated by resolution as the need for such services may arise as determined by the Commissioners of Fire Districts No. 1 and No. 2.

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 10, 2024.


RICHARD TUTELA, CHAIRMAN


LEONARD MINKLER, CLERK

I, Michael Willson, Clerk of the Toms River Township 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 January 10, 2024.


KEVIN BRITTON, CHAIRMAN


MICHAEL WILLSON, CLERK

P.O. Type: All Print Perpetual, Revenue, & G/L Accounts: N Open: N Void: N Paid: Y
 Format: Condensed Held: N Aprv: N Rcvd: Y
 Range: 03- -111-51 -001 to 03- -134-54 -745 Bid: Y State: Y Other: Y Exempt: Y
 Rcvd Batch Id Range: First to Last Paid Date Range: 12/14/23 to 01/10/24 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 |
|-----------------------|------------------------------|----------|------------------------------|-----------------|-------------|---------|
| 03- -111-53 -003 | INSTRUCTOR'S REMUNERATION | | | | | |
| G0054 | GEE, WILLIAM | 23-01361 | INSTRUCTOR REMUNERATION | 837.09 | 0.00 | |
| M0050 | MCCANN, THOMAS | 23-01362 | INSTRUCTOR REMUNERATION | 141.48 | 0.00 | |
| 02596 | VICIDOMINI, CHRISTOPHER | 23-01363 | INSTRUCTOR REMUNERATION | 64.58 | 0.00 | |
| 02841 | KAZOUN, CHRISTOPHER | 23-01364 | INSTRUCTOR REMUNERATION | 627.30 | 0.00 | |
| M0055 | MCKAY, JOHN | 24-00024 | INSTRUCTOR I-200 | 560.00 | 0.00 | |
| | | | | <u>2,230.45</u> | | |
| 03- -112-51 -023 | WORKMAN'S COMP | | | | | |
| A0172 | AMTRUST NORTH AMERICA | 24-00013 | W/C JOINT DOWNPAYMENT | 839.40 | 0.00 | |
| 03- -112-53 -023 | WORKMAN'S COMP. | | | | | |
| A0172 | AMTRUST NORTH AMERICA | 24-00013 | W/C JOINT DOWNPAYMENT | 629.55 | 0.00 | |
| 03- -112-54 -023 | WORKMAN'S COMP | | | | | |
| A0172 | AMTRUST NORTH AMERICA | 24-00013 | W/C JOINT DOWNPAYMENT | 2,728.05 | 0.00 | |
| 03- -112-54 -024 | HEALTH BENEFITS/DISABILITY | | | | | |
| U0046 | UNITED HEALTHCARE INS. CO. | 24-00015 | 01/24 INS. CUSTOMER #04P2972 | 219.18 | 0.00 | |
| G0229 | GUARDIAN | 24-00019 | 01/24 INSURANCE GROUP#038344 | 680.20 | 0.00 | |
| | | | | <u>899.38</u> | | |
| 03- -113-51 -069 | RADIOS | | | | | |
| B0012 | BANK OF AMERICA | 23-01340 | PROCUREMENT PURCHASES | 187.99 | 0.00 | |
| 03- -113-53 -064 | TOOLS & EQUIPMENT | | | | | |
| B0012 | BANK OF AMERICA | 23-01340 | PROCUREMENT PURCHASES | 274.95 | 0.00 | |
| 03- -113-54 -064 | TOOLS & EQUIPMENT | | | | | |
| H0100 | HOME DEPOT | 23-01327 | EQUIPMENT BUREAU | 137.88 | 0.00 | |
| 03- -115-54 -136 | RENT | | | | | |
| X0030 | XEROX CORPORATION | 23-01360 | DEC COPIER LEASE | 177.41 | 0.00 | |
| P0130 | PITNEY BOWES INC. | 24-00006 | METER RENTAL BUREAU | 69.00 | 0.00 | |
| | | | | <u>246.41</u> | | |
| 03- -119-52 -271 | AUDITOR | | | | | |
| H0098 | HOLMAN, FRENIA, ALLISON P.C. | 23-01263 | LFB APPLICATION/2022 AUDIT | 200.00 | 0.00 | |
| 03- -119-52 -272 | LEGAL | | | | | |
| R0127 | ROTHSTEIN, MANDELL, STROHM, | 23-01321 | LEGAL SERVICES | 760.00 | 0.00 | |
| 03- -119-53 -271 | AUDITOR | | | | | |
| H0098 | HOLMAN, FRENIA, ALLISON P.C. | 23-01263 | LFB APPLICATION/2022 AUDIT | 300.00 | 0.00 | |

| Expend Account Vendor | Description | P.O. Id | P.O. Description | Amount | Void Amount | PO Type |
|--|---|--|--|---|------------------------------|---------|
| 03- -119-54 -271 H0098 | AUDITOR HOLMAN, FRENIA, ALLISON P.C. | 23-01263 | LFB APPLICATION/2022 AUDIT | 500.00 | 0.00 | |
| 03- -119-54 -272 B0214 | LEGAL BRASLOW, RICHARD M. ESQ | 23-01366 | LEGAL SERVICES INV#4486 | 1,325.00 | 0.00 | |
| 03- -123-54 -416 E0198 | DUES & SUBSCRIPTIONS ESO SOLUTIONS, INC. | 24-00014 | FIRE/EMS SOFTWARE | 676.20 | 0.00 | |
| 03- -124-51 -446 A0192 | TRAINING APCO INTERNATIONAL, INC. | 24-00020 | DISPATCH APCO MEMBERSHIP | 407.98 | 0.00 | |
| 03- -124-53 -446 S0146 | TRAINING & MATERIALS SIMSUSHARE | 23-01318 | SIMSUSHARE SUBSCRIPTION | 198.00 | 0.00 | |
| 03- -124-53 -450 B0012 | MEALS BANK OF AMERICA | 23-01340 | PROCUREMENT PURCHASES | 788.66 | 0.00 | |
| 03- -125-51 -487 G0025 A0023 | CLOTHING GALLS, LLC ACTION UNIFORM COMPANY | 23-00881 23-01367 | DISPATCH UNIFORMS DISPATCH PATCHES | 527.32 36.00 <u>563.32</u> | 0.00 0.00 | |
| 03- -125-53 -487 M0090 | CLOTHING MES INC. | 23-01295 | FIRE ACADEMY HELMETS | 2,115.00 | 0.00 | |
| 03- -126-51 -529 C0251 | FUEL CREATIVE MANAGEMENT, INC. | 23-01316 | FUEL JOINT ACCT#35019 | 451.27 | 0.00 | |
| 03- -126-53 -530 N0155 | FUEL (BUILDING/AUTO) NEW JERSEY NATURAL GAS CO. | 23-01342 | ACCT#22-0009-3986-41 | 599.95 | 0.00 | |
| 03- -126-53 -531 G0155 | SUPPLIES GRAINGER | 23-00880 | FA CLEANER | 412.48 | 0.00 | |
| 03- -126-54 -529 C0251 | FUEL CREATIVE MANAGEMENT, INC. | 23-01316 | FUEL JOINT ACCT#35019 | 4,162.66 | 0.00 | |
| 03- -127-51 -567 V0008 B0012 T0107 V0009 | TELEPHONE/UTILITIES VERIZON CABS BANK OF AMERICA T-MOBILE VERIZON | 23-01174 23-01340 23-01358 24-00023 | PHONE JOINT 201 M55-5559 269 PROCUREMENT PURCHASES 12/23 ACCT#969992744 PHONE JOINT | 11,953.10 84.00 23.37 <u>439.41</u> 12,499.88 | 0.00 0.00 0.00 0.00 | |
| 03- -127-53 -566 J0048 V0006 T0165 | UTILITIES JCP&L VEOLIA WATER TOMS RIVER TOMS RIVER M.U.A. | 23-01326 23-01355 24-00008 | ACCT#200 000 001 020 12/23 F.A. 1ST QTR. 2024 ACCT#41176-1 | 1,313.74 347.25 <u>358.18</u> 2,019.17 | 0.00 0.00 0.00 | |
| 03- -127-53 -567 F0171 | TELEPHONE 4X TECHNOLOGIES, LLC | 23-01312 | 12/23 SERVICES JOINT | 226.48 | 0.00 | |

| Expend Account Vendor | Description | P.O. Id | P.O. Description | Amount | Void Amount | PO Type |
|---|--------------------------|--|---|---|--|---------|
| 03- -127-53 -568 V0009 VERIZON | INTERNET | 24-00023 | PHONE JOINT | 418.23 | 0.00 | |
| 03- -127-54 -567 F0171 4X TECHNOLOGIES, LLC B0012 BANK OF AMERICA T0107 T-MOBILE | COMMUNICATIONS | 23-01312 23-01340 23-01358 | 12/23 SERVICES JOINT PROCUREMENT PURCHASES 12/23 ACCT#969992744 | 322.29 48.00 466.16 <u>836.45</u> | 0.00 0.00 0.00 | |
| 03- -127-54 -568 V0009 VERIZON | INTERNET | 24-00023 | PHONE JOINT | 139.99 | 0.00 | |
| 03- -128-51 -607 G0025 GALLS, LLC | OFFICE SUPPLIES/SHIPPING | 23-00881 | DISPATCH UNIFORMS | 35.99 | 0.00 | |
| 03- -128-53 -607 W0004 W.B. MASON CO., INC. T0137 TOMS RIVER FIRE DISTRICT NO. 1 | OFFICE SUPPLIES/SHIPPING | 23-01346 23-01350 | SUPPLIES F.A. 4TH QTR POSTAGE | 519.21 -30.75 <u>549.96</u> | 0.00 0.00 | |
| 03- -128-54 -607 P0131 PITNEY BOWES INC. X0030 XEROX CORPORATION | OFFICE SUPPLIES/SHIPPING | 23-01243 23-01360 | POSTAGE BUREAU ACCT#49712276 DEC COPIER LEASE | 300.00 5.25 <u>305.25</u> | 0.00 0.00 | |
| 03- -129-51 -648 P0220 PRESTIGE WASH SERVICES | VEHICLE REPAIR | 23-01253 | 3RD QTR. 2023 CAR WASH | 12.98 | 0.00 | |
| 03- -129-51 -657 E0087 EMERGENCY SERVICES MARKETING A0234 ATLANTIC IT SOLUTIONS | MAINTENANCE | 24-00010 24-00017 | I AM RESPONDING SUBSCRIPTION 01/24 CYBER SECURITY | 735.00 71.61 <u>806.61</u> | 0.00 0.00 | |
| 03- -129-53 -657 G0072 GENSERVE, INC. M0143 M & M CLEANING SERVICE, INC. A0234 ATLANTIC IT SOLUTIONS K0030 KEITH'S LAWN MAINT. SERVICE A0078 AIR DYNAMICS SYSTEMS E0194 ESI EQUIPMENT, INC. B0001 B SAFE, INC. A0234 ATLANTIC IT SOLUTIONS A0234 ATLANTIC IT SOLUTIONS | MAINTENANCE | 23-01325 23-01343 23-01352 23-01356 23-01365 24-00003 24-00016 24-00017 24-00018 | GENTRACKER F.A. 12/23 MAINT. 12/23 I/T SERVICES JOINT 12/23 SERVICE REPAIR ICE MACHINE F.A. MAINT. F.A. 1ST QTR 2024 ALARM 01/24 CYBER SECURITY UPS REPAIR F.A. | 500.00 585.00 313.50 175.00 226.00 376.00 108.39 185.22 284.99 <u>2,754.10</u> | 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 | |
| 03- -129-54 -648 P0220 PRESTIGE WASH SERVICES | VEHICLE REPAIR | 23-01253 | 3RD QTR. 2023 CAR WASH | 159.78 | 0.00 | |
| 03- -129-54 -650 A0234 ATLANTIC IT SOLUTIONS | RADIO & I/T REPAIR | 23-01352 | 12/23 I/T SERVICES JOINT | 313.50 | 0.00 | |
| 03- -129-54 -657 A0234 ATLANTIC IT SOLUTIONS | MAINTENANCE | 24-00017 | 01/24 CYBER SECURITY | 148.23 | 0.00 | |

| Expend Account Vendor | Description | P.O. Id | P.O. Description | Amount | Void Amount | PO Type |
|--|----------------------------|--------------------|------------------------------------|-------------------------|-------------|---------|
| 03- -129-54 -657 T0177 TOWNSQUARE INTERACTIVE | MAINTENANCE | 24-00021 | Continued WEBSITE MAINT. BUREAU | <u>129.00</u> 277.23 | 0.00 | |
| 03- -133-54 -701 S0165 SKIP'S FLORIST | CONTINGENCIES | 23-01344 | SEIDERS BUREAU | 86.95 | 0.00 | |
| 03- -134-53 -748 F0087 FIRE FACILITIES, INC. | FIRE ACADEMY UPGRADES 2021 | 23-01015 | THIRD FLOOR BURN ROOM | 69,724.00 | 0.00 | |
| 03- -134-53 -750 B0001 B SAFE, INC. | FIRE ACADEMY UPGRADES 2022 | 23-01215 | SECURITY CAMERAS @ F.A. ADD'L | 5,830.25 | 0.00 | |
| | Fund Total: | | | 118,631.38 | | |
| Total Charged Lines: 75 | | Total List Amount: | 118,631.38 | Total Void Amount: | 0.00 | |

FUNDS RECEIVED AND DEPOSITED

| <u>FROM:</u> | <u>CK#:</u> | <u>FOR:</u> | <u>AMOUNT:</u> |
|---------------------|--------------------|--------------------|-----------------------|
| Winslow Twp. | 15592 | Reimburse books | 1,125.00 |

| | | | | |
|---|-------------------------|--------------------|---------------------|-----------------|
| Range of Accounts: 03- -111-51 -001 | 03- -112-54 -024 | Adds: N | Changes: N | Transfers In: N |
| Range of Dates: 12/14/23 to 12/31/23 | | 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 | | | | |
| 03- -111-51 -001 | SALARIES | | | | |
| 12/14/23 Expd | W/E 12-14-23 DISPATCH | | 21,993.89 | DM | B 2379 4 |
| 12/28/23 Expd | W/E 12-28-23 DISPATCH | | 22,203.53 | DM | B 2384 4 |
| Total Expenditures: | 2 | 44,197.42 | | | |
| 03- -111-53 -003 | INSTRUCTOR'S REMUNERATION | | | | |
| 12/14/23 Expd | W/E 12-14-23 F.A. INST. | | 1,730.20 | DM | B 2379 6 |
| 12/28/23 Expd | W/E 12-28-23 F.A. INST. | | 2,010.44 | DM | B 2384 6 |
| Total Expenditures: | 2 | 3,740.64 | | | |
| 03- -111-53 -004 | FIRE ACADEMY COORDINATOR | | | | |
| 12/14/23 Expd | W/E 12-14-23 F.A. COOR. | | 3,269.23 | DM | B 2379 5 |
| 12/28/23 Expd | W/E 12-28-23 F.A. COOR. | | 3,269.23 | DM | B 2384 5 |
| Total Expenditures: | 2 | 6,538.46 | | | |
| 03- -111-54 -001 | SALARIES | | | | |
| 12/14/23 Expd | W/E 12-14-23 BUREAU | | 29,915.14 | DM | B 2379 3 |
| 12/28/23 Expd | W/E 12-28-23 BUREAU | | 30,107.55 | DM | B 2384 3 |
| Total Expenditures: | 2 | 60,022.69 | | | |
| 03- -112-51 -020 | HEALTH BENEFITS SHBP | | | | |
| 12/28/23 Expd | MEDICAL OPT OUT | | 5,000.00 | DM | B 2384 7 |
| Total Expenditures: | 1 | 5,000.00 | | | |
| 03- -112-51 -021 | PAYROLL TAXES | | | | |
| 12/14/23 Expd | W/E 12-14-23 TAXES | | 1,635.49 | DM | B 2379 9 |
| 12/28/23 Expd | W/E 12-28-23 TAXES | | 2,029.11 | DM | B 2384 10 |
| Total Expenditures: | 2 | 3,664.60 | | | |
| 03- -112-53 -021 | PAYROLL TAXES | | | | |
| 12/14/23 Expd | W/E 12-14-23 TAXES | | 354.88 | DM | B 2379 10 |
| 12/28/23 Expd | W/E 12-28-23 TAXES | | 388.72 | DM | B 2384 11 |
| Total Expenditures: | 2 | 743.60 | | | |
| 03- -112-54 -021 | PAYROLL TAXES | | | | |
| 12/14/23 Expd | W/E 12-14-23 TAXES | | 2,200.35 | DM | B 2379 8 |
| 12/28/23 Expd | W/E 12-28-23 TAXES | | 2,191.91 | DM | B 2384 9 |
| Total Expenditures: | 2 | 4,392.26 | | | |

| Fund Description | Fund | Expenditures | Refund | Expend |
|----------------------------|------|-------------------|-------------|--------|
| | 03 | 128,299.67 | 0.00 | |
| Total of All Funds: | | 128,299.67 | 0.00 | |

| | | | | | |
|---|----------------------|-------------------------|--------------------|---------------------|-----------------|
| Range of Accounts: | 03- -111-51 -001 | 03- -112-54 -024 | Adds: N | Changes: N | Transfers In: N |
| Range of Dates: | 12/14/23 to 01/10/24 | | 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 Encl: N | Received PO: N |

| Account No Date | Type | Account Description Transaction Data/Comment | Vendor/Source | Amount | User | Item # |
|------------------------------|------|--|---------------|-----------|------|----------|
| 03- -112-51 -020 01/03/24 | Expd | HEALTH BENEFITS SHBP 1/24 DISP. HEALTH BENEFITS EMPLOYER | | 8,889.21 | DM | B 2386 2 |
| Total Expenditures: | | 1 | | 8,889.21 | | |
| 03- -112-54 -020 01/03/24 | Expd | HEALTH BENEFITS SHBP 1/24 BUREAU HEALTH BENEFITS EMPLOYER | | 22,690.74 | DM | B 2386 3 |
| Total Expenditures: | | 1 | | 22,690.74 | | |

| Fund Description | Fund | Expenditures | Refund Expend |
|---------------------|------|--------------|---------------|
| | 03 | 31,579.95 | 0.00 |
| Total of All Funds: | | 31,579.95 | 0.00 |

| Report Totals | | | |
|----------------------|----------|--------------|-----------|
| Transaction Type | Accounts | Transactions | Amount |
| Total Expenditures: | 2 | 2 | 31,579.95 |
| Total Refund Expend: | 0 | 0 | 0.00 |