

**Toms River Fire Commissioners  
Joint Board Meeting Minutes  
Toms River Fire Academy  
August 14, 2024**

Commissioner Britton 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**

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

Administrator Kubiell and Carson present. Bisceglie present to take minutes.

**Motion Heroy second Golden to approve the minutes of the July 31, 2024 special meeting providing a copy is made available for inspection by the public during this meeting.**

**AYES-10 NAYS-0 ABSTAIN-0 CARRIED**

**Motion Willson second Golden to approve the regular minutes of the July 17, 2024 meeting providing a copy is made available for inspection by the public during this meeting.**

**AYES-9 NAYS-0 ABSTAIN-1 CARRIED  
(Tutela)**

**COMMUNICATIONS** – Krohn stated several issues with the code plugs have been worked out with Motorola. Kubiell stated all microphones have been recalled. Bureau radios are being tested.

**COMMUNICATION SUPERVISOR WEINBERGER** – (See inserted report)

**FIRE ACADEMY**- Defer to Director

**FIRE ACADEMY RICHARD GORMAN** – (See inserted report) In addition to his report he wanted to thank everyone for the support and prayers his family received re: the passing of his father.

**BUREAU OF FIRE PREVENTION**- Defer to Chief

**BUREAU CHIEF JANORA**– (See inserted report)

**LEGISLATION**- No report

**FIRE CHIEFS ASSOCIATION** –Chief Janora stated the Fire Officers qualifications have been reviewed and are waiting for all chiefs to sign off.

**INSURANCE**- No report

**DISTRICT NO. 1 ADMINISTRATOR KUBIELL** – Kubiell stated:

1. Tentative date for Budget workshop is October 9<sup>th</sup> @ 4:30

2. The official report re: damage to the Fire Academy upstairs floor from what we assumed was from the earthquake has been denied.
3. Discussion re: open house during fire prevention week to be held at the Ocean County Mall.
4. The state of NJ is modifying the Uniform Fire Code where the Bureau would have to do the rental inspections because they must be done by a licensed fire inspector. Carson, Janora, Foster and Kubiel attended a meeting with the Mayor where their concerns were answered. He agreed to allow the code enforcement staff to continue to do the registrations piece, getting the chimney and heat cert are finalized as well as making sure landlord insurance certificate is up to date. Once that is all completed it will then be forwarded to the bureau for inspection. The Mayor would like to see start by October 1<sup>st</sup>. Also discussion with Chief Janora the local registration fees have not been adjusted in seven years. If the ordinance is going to go through with the changes it is best if the fees could be increased at that time. Discussion followed on what the fees will be set at.
5. Include MES and WB Mason and Continental in between meetings.

**DISTRICT NO. 2 ADMINISTRATOR CARSON** – Carson stated:

1. Working with the Bureau Chief re: ESO transfer
2. Meeting with Lexepo which is a group that writes and updates the SOG'S. This would be beneficial to the whole town.
3. A reminder was sent out to firefighters re: Social Media and what they post on the personal page. If they identify themselves as a Toms River Firefighter they have to be vigilant in what they say. There is a lot of wrong information posted which then becomes bigger issues.

**BILLS**

**Motion Duff second Heroy for District No. 2 to pay \$78,512.45 for their share of the bills plus MES, WB Mason and Continental in between meetings.**

**AYES-5    NAYS-0                      CARRIED**

**Motion Minkler second Golden for District No. 1 to pay the bills to include MES, WB Mason and Continental in between meetings.**

**(See inserted list)**

**AYES-5    NAYS-0                      CARRIED**

**UNFINISHED BUSINESS-** None

**NEW BUSINESS**

**RESIGNATION OF PER DIEM FIRE DISPATCHER JENNA CAULDWELL – Motion**

**Tutela second Krohn to accept resignation of Jenna Cauldwell.**

**AYES-10    NAYS-0    ABSTAIN-0                      CARRIED**

Tutela would like to move forward with the rental inspections for an October start date and also discuss further the increase in registration fees. His suggestion was to do it over a three year period. The liaisons to meet to discuss.

**PARTICIPATION BY THE PUBLIC-** None

**Motion Roman second Krohn to go in Private Executive Session at 6:04 p.m.**

**AYES-10    NAYS-0    ABSTAIN-0                      CARRIED**

**CLOSED SESSION** *Private Executive 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. Formal action most likely will not be taken

*Matters Relating to Collective Bargaining Agreements:* Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

1. Personnel/Dispatcher time
2. Bureau Clerical contract
3. Bureau Chief Contract

**Motion was made to go back into open session by Commissioner Duff, seconded by Commissioner Willson. All voted in favor.**

**Motion to close was made by Commissioner Tutela, seconded by Commissioner Roman. All voted in favor.**

Meeting adjourned at 6:34 p.m.

Respectfully submitted  
*Robert Krohn*  
Clerk Toms River District No.1



# Toms River Bureau of Fire Prevention

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



## Fire Bureau Report Joint Board of Fire Commissioners Meeting 08/14/2024

1. Inspector Herbst – Basic Arson DCJ Course
  - a. I have received approval from the Ocean County Prosecutors Office for Inspector Herbst to attend the upcoming NJ DCJ Basic Arson Investigator Course. This class will be September 16<sup>th</sup> – 27<sup>th</sup> at Middlesex Fire Academy. Inspector Herbst was added to the call out rotation a couple months ago and has written several fire reports since his start date. I anticipate him doing well. Completion of this course will again bring all our Inspectors up to certified fire investigators.
2. Code Blue Shelter and the Riverwood Building
  - a. I would like to clear up any misconceptions about the “closure” of the Riverwood building. Social media posts indicated that “Fire Officials” visited the Riverwood building and closed it as to not allow code blue and others to use the facility. The correct story is that conversations between me and the building department along with the township recreation department have spoken and addressed the fact that the Riverwood building is no longer compliant as a code blue shelter do to the ending of the COVID executive orders and waivers. Our office did not order the building closed. I will be following up with the Construction Official to discuss a path forward.
3. Fire Safety Fridays
  - a. Our Fire Safety Fridays social media campaign is ongoing and has already shown great success. The more views we receive, the more impactful it will be. Please like and share our posts to help spread the word.
    - i. July Posts – 5<sup>th</sup> Fuel Powered Equipment, 12<sup>th</sup> Pet Fire Safety, 19<sup>th</sup> Vehicle Fires, 26<sup>th</sup> Close before you doze.
  - b. June 2<sup>nd</sup>, we continued spotlighting each township firehouse individually.
    - i. Toms River Technical Rescue Team was promoted for this month. Call volume, Description of duties, and an Overview of all operations were provided along with contact info and other details.
4. Camps – LHU Registrations
  - a. The registration of camps and after school programs has been in effect for several code cycles now. These registrations have been overlooked for several years. Fire inspectors were tasked with identifying and registering all camps and day programs that have been missed. This project was completed in conjunction with the supervisors to weed out the locations not requiring any action. Moving forward these will be followed up on and maintained throughout the year.
5. Bureau Website
  - a. The new bureau website is very close to completion. This has been a work in progress for several months. Many zoom meeting and emails in reference to content, lay out and features have taken place. Inspectors LaVigne and Carlin, along with Kim Jones, have greatly assisted with this project. I’m looking forward to its completion and transitioning over to the new site.



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## 6. Veolia

- a. As I reported last meeting, Veolia has started the water main project downtown for their annual water main replacement plan. It has come to my attention that they did not include our office in the planning phase and were surprised at my request to add several hydrants they did not account for. This conversation is a work in progress, but a defined protocol for these conversations and approvals will be put in place and hopefully this issue will not arise again in the future.

## 7. Public Education Events

- a. On July 28<sup>th</sup>, Inspectors Carlin and DeEsposito, in conjunction with the Pleasant Plains Fire Department, presented a public education program to a kid's camp located at the Islamic Center of Ocean County on Whitesville rd. They spoke about fire safety as well as tool, equipment and apparatus.
- b. The 50<sup>th</sup> anniversary seminar is tentatively scheduled for October 23<sup>rd</sup> at OCC. 2 speakers have been secured and logistics are being handled by Inspector Britton for the venue and setup.

## NFIRS and Origin & Cause Investigations

- a. 354 incidents were reported for July 2024 in NFIRS and submitted to FEMA.
- b. Fire Inspectors conducted 8 Origin and Cause investigations since the last joint board meeting.
- c. Fire Inspectors conducted 16 follow up / complaint investigations

## Inspections completed for July:

July	Britton	Carlin	DeEsposito	Herbst	LaVigne	Oeskovic	Roselli	Stalowski	Foster	Totals	Y
Inspection	55	76	58	35	42	45	45	104	0	460	2
Re-Inspection	41	64	60	6	67	18	86	35	0	377	2
Complaint	7	8	5	3	13	6	6	10	0	58	2
Referral	0	1	0	0	0	0	0	0	0	1	
Permit	1	5	0	7	4	13	5	2	1	38	1
Smoke	1	22	28	74	15	30	1	19	0	190	9
Fire Safety Check	0	0	0	0	0	0	0	0	0	0	
Kiosk	0	0	0	0	9	0	0	0	0	9	
Public Ed	0	1	1	0	0	0	0	0	0	2	
	105	177	152	125	150	112	143	170	1	1135	6

## Plan review:

- a. 6 Major and Minor Site Plans were reviewed and completed for the month of June.

## Press Releases:

- a. Mariners Cove Multi Family Fire – July 1st

Respectfully submitted,

*Matthew Janora*, Fire Official



# Toms River Fire Department

## Communications Division

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

August 14, 2024 (Report submitted August 12, 2024)

- Radio Testing
  - Progress
- New Communications Center & Radio System
  - Weekly Project meeting
    - Call-Works switch over is the week of Sept 16. 12 temporary CAT 6 cables have been installed to the old server. This way once the new room is operational, IT can just switch it out until Call-Works is able to install the new server.
  - 2 Consolettes have been INSTALLED from 26-1 to new Radio Room at 255 Oak Ave. Brick Fire and OC UHF TR Repeater are OOSRV now until the new room is operational
  - We have started the programming testing of the new radios. We will be rolling out programming starting this week and next week.
  - Pagers – Master Code Plug complete and tested. Station profiles being made this week
  - Radio installs are scheduled for Monday August 19.
- Training
  - Waiting on a date from Motorola on radio training
- Townships Chiefs
  - Progress
- Spillman
  - Progress
- FirstNet1
  - Radio SIMS installation will be tested next week. If works properly we will install prior to the radio being put into service.
- T1 Line Repairs
  - Warner T1 Site has been causing a hang-up on fire 1.
  - Warner T1 per Verizon is scheduled for switch over to fiber August 20<sup>th</sup>.

# **Toms River Fire Department**

## **Communications Division**

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

- Miscellaneous items
  - The Per Diem Dispatcher backgrounds have started and 1 has been cleared as of this report.
- OEM Unit 1
  - Waiting on radio update for new system.

Call totals for the month of July:

Month	YTD 2024
Fire – 363	Fire – 1608
EMS – 1232	EMS – 7919
EMS All Calls – 65	EMS All Calls – 508

The fire dispatchers in the month of July, fielded 1595 phone calls.



# 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: August 9, 2024

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

From: Toms River Fire Academy

Re: Training Center Report for July (7-17-24 thru 8-14-24)

1. SOG 4-01 INSTRUCTOR QUALIFICATIONS completed.
2. The Summer Daytime Recruit program has started with 10 applicants, 8 are Toms River members.
3. The large room partition project next step will be the panel installation and finishing.
4. Pump Operator /Aerial is complete.
5. VFIS Emergency Vehicle Operations (EVOC) is complete.
6. Haz Mat On Scene IC has been scheduled.
7. Building Construction is in session.
8. Extrication Program is complete.
9. The NJDFS initiative to standardize Candidate Physical Ability Testing/ Evaluation is moving fast. The TRFTC's current "CPAT" course and policy is very similar to the proposals. The NJ CSC Physical Performance Test as outlined in the N FF Physical Fitness Manual seems to be the standard they may adopt. The TRFTC has now the materials and instructors to support the NJ PPT program. This program would be advertised to all state residents for a fee, as we would provide an orientation to that entrance examination standard. During that pilot program, we will evaluate any changes that would best fit modernizing and standardizing the TR CPAT.
10. The District 1 apparatus 2705 is being stored at the FTC. It is not authorized for any use, except to move in and out of the bay to accommodate the floor operations.



11. Atlantic IT has been working on site to assist the build of a Remote Learning System. A budget will be provided shortly.
12. FF Recruit Fall Evening will be planned and delivered if demand is met.
13. The Junior Firefighter Program Coordinator Dan Roman and the program committee will schedule a meeting shortly.
14. The Chief Association has the Firefighter/Fire Officer Qualifications.
15. Rapid Intervention Crew has been redeveloped by the NJDFS and will be issued under the new delivery guidelines.
16. The NJDFS and KEAN is delivering at the TR FTC, 9 spring classes in an ongoing cooperative to enhance the safety and health of the NJ Fire Service.
17. Doug Foley is coordinating and running a Fire Official program.
18. Fire Academy Engine 1 is operating well.
19. The propane vapor delivery system is operating normally.
20. Video and Surveillance System is installed and fully functional to enhance safety and security on the FA and surrounding grounds.
21. Lock Down systems are operational.
22. Doug Foley continues to liaison and assist the NJ DFS and KEAN University in the review and development of code updates in the NJ UFC. It should be noted that all correspondence, which include course delivery and completion forms, all training requests, all certificate research, final examination security and delivery functions, and the KEAN /DFS site test monitor responsibilities are assigned to Doug Foley.
23. Many vendors have contracted with the FTC to deliver their programs, such as J Harris, JA Montgomery, and Fire Officer Training Academy.
24. The Toms River Police continue to use the facility.
25. Toms River Public Works, Ocean County Fire Working Groups, and NJ State Forest Fire Service, Ocean Co Chiefs Association continue to use the facility.
26. Several NJ DFS special operations groups routinely meet at the FTC for regional coordination.
27. 21 Plus which is a Special Needs Group Home advocacy group, which is developing a First Responder Interface Program. This class will provide a awareness and tips on how to identify and manage a special needs environment.
28. RWJ Barnabas and the Toms River BOE hosted a Community Resource Assessment Workshop to identify and promote Social Development Programs to assist local students and their families.



Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
03- -124-54 -447 M0166	PUBLIC EDUCATION MATERIALS MORITZ EMBROIDERY WORKS, INC.	24-00672	BUREAU PUB ED	555.00 <u>5,173.10</u>	0.00	Continued
03- -125-51 -487 A0023	CLOTHING ACTION UNIFORM COMPANY	24-00745	STALOWSKI,DISPATCH	176.00	0.00	
03- -125-54 -487 A0023	CLOTHING ACTION UNIFORM COMPANY	24-00745	STALOWSKI,DISPATCH	210.00	0.00	
03- -126-51 -529 C0251	FUEL CREATIVE MANAGEMENT, INC.	24-00684	FUEL JOINT INV#388619	652.52	0.00	
03- -126-53 -530 N0155 T0175	FUEL (BUILDING/AUTO) NEW JERSEY NATURAL GAS CO. TOWNSHIP OF TOMS RIVER	24-00696 24-00740	ACCT#22-0009-3986-41 FUEL JUN JOINT	81.49 <u>54.82</u> 136.31	0.00 0.00	
03- -126-54 -529 C0251 T0175	FUEL CREATIVE MANAGEMENT, INC. TOWNSHIP OF TOMS RIVER	24-00684 24-00740	FUEL JOINT INV#388619 FUEL JUN JOINT	5,984.04 <u>806.02</u> 6,790.06	0.00 0.00	
03- -127-51 -567 V0008 A0224 B0012 V0009	TELEPHONE/UTILITIES VERIZON CABS AT&T MOBILITY BANK OF AMERICA VERIZON	24-00598 24-00709 24-00724 24-00743	PHONE JOINT 201 M55-5559 269 ACCT#287337618304 AIRCARDS PROCUREMENT PURCHASES PHONE JOINT	17,272.73 138.70 60.00 <u>518.00</u> 17,989.43	0.00 0.00 0.00 0.00	
03- -127-53 -566 J0048 V0006	UTILITIES JCP&L VEOLIA WATER TOMS RIVER	24-00695 24-00702	ACCT#200 000 001 020 07/24 F.A.	2,541.91 <u>357.74</u> 2,899.65	0.00 0.00	
03- -127-53 -567 F0171	TELEPHONE 4X TECHNOLOGIES, LLC	24-00679	07/24 SERVICES JOINT	226.48	0.00	
03- -127-53 -568 V0009	INTERNET VERIZON	24-00743	PHONE JOINT	423.20	0.00	
03- -127-54 -567 F0171 A0224 B0012	COMMUNICATIONS 4X TECHNOLOGIES, LLC AT&T MOBILITY BANK OF AMERICA	24-00679 24-00709 24-00724	07/24 SERVICES JOINT ACCT#287337618304 AIRCARDS PROCUREMENT PURCHASES	322.29 319.10 <u>54.00</u> 695.39	0.00 0.00 0.00	
03- -127-54 -568 V0009	INTERNET VERIZON	24-00743	PHONE JOINT	139.99	0.00	
03- -128-54 -607 F0166 F0167	OFFICE SUPPLIES/SHIPPING FOREMOST PROMOTIONS 4IMPRINT, INC.	24-00581 24-00582	BUREAU PUB ED BUREAU PUB ED	135.57 112.74	0.00 0.00	

Expend Account Vendor	Description	P.O. Id	P.O. Description	Amount	Void Amount	PO Type
03- -128-54 -607	OFFICE SUPPLIES/SHIPPING		Continued			
P0178	POSITIVE PROMOTIONS, INC.	24-00628	BUREAU PUBLIC EDUCATION	94.88	0.00	
M0166	MORITZ EMBROIDERY WORKS, INC.	24-00672	BUREAU PUB ED	19.79	0.00	
B0100	B & H PHOTO	24-00741	BUREAU CAMERA SUPPLIES	109.75	0.00	
				<u>472.73</u>		
03- -129-51 -648	VEHICLE REPAIR					
T0187	TRANZ CONNECTION	24-00744	207,117,227	336.28	0.00	
03- -129-51 -657	MAINTENANCE					
A0234	ATLANTIC IT SOLUTIONS	24-00718	08/24 CYBER SECURITY	71.61	0.00	
B0001	B SAFE, INC.	24-00721	CELL/CAMERA MONITORING	765.24	0.00	
				<u>836.85</u>		
03- -129-53 -657	MAINTENANCE					
M0143	M & M CLEANING SERVICE, INC.	24-00691	07/24 MAINT. INV#11975	585.00	0.00	
A0234	ATLANTIC IT SOLUTIONS	24-00717	07/24 I/T SERVICES JOINT	313.50	0.00	
A0234	ATLANTIC IT SOLUTIONS	24-00718	08/24 CYBER SECURITY	185.22	0.00	
B0001	B SAFE, INC.	24-00721	CELL/CAMERA MONITORING	1,404.24	0.00	
				<u>2,487.96</u>		
03- -129-54 -648	VEHICLE REPAIR					
J0014	J & R PRO AUTOMOTIVE	24-00708	187,3100,177,197,137	306.75	0.00	
A0018	ACCURATE TOWING	24-00720	227 TOWING	150.00	0.00	
C0051	CELEBRITY FORD OF TOMS RIVER	24-00732	BUREAU CAR PART	69.68	0.00	
T0187	TRANZ CONNECTION	24-00744	207,117,227	862.80	0.00	
E0004	E.R.S. FLEET REPAIR, INC.	24-00749	147 ALTERNATOR	1,790.38	0.00	
				<u>3,179.61</u>		
03- -129-54 -650	RADIO & I/T REPAIR					
A0234	ATLANTIC IT SOLUTIONS	24-00717	07/24 I/T SERVICES JOINT	313.50	0.00	
03- -129-54 -657	MAINTENANCE					
A0234	ATLANTIC IT SOLUTIONS	24-00718	08/24 CYBER SECURITY	148.23	0.00	
S0348	SUPERIOR OFFICE SOLUTIONS	24-00722	MAINT. BUREAU PRINTER	122.40	0.00	
T0177	TOWNSQUARE INTERACTIVE	24-00748	WEBSITE MAINT. BUREAU	129.00	0.00	
				<u>399.63</u>		
	Fund Total:			53,601.40		
Total Charged Lines: 74 Total List Amount: 53,601.40 Total Void Amount: 0.00						

**FUNDS RECEIVED AND DEPOSITED**

<b><u>FROM:</u></b>	<b><u>CK#:</u></b>	<b><u>FOR:</u></b>	<b><u>AMOUNT:</u></b>
Roderick Mesina	112	Reimburse health benefits	283.38
Pitney Bowes	10299101	Reimburse postage from returned meter	435.33



Account No	Account Description	Vendor/Source	Amount	User	Item #
Date	Transaction Data/Comment				
03- -112-54 -021	PAYROLL TAXES				
07/25/24 Expd	W/E 7-25-24 TAXES		2,452.55	DM	B 2442 8
08/09/24 Expd	W/E 8-8-24 TAXES		2,472.54	DM	B 2447 8
Total Expenditures:	2		4,925.09		

Fund Description	Fund	Expenditures	Refund Expend
	03	165,207.47	0.00
Total of All Funds:		<u>165,207.47</u>	<u>0.00</u>

Report Totals	Accounts	Transactions	Amount
Transaction Type			
Total Expenditures:	9	16	165,207.47
Total Refund Expend:	0	0	0.00