<u>REORGANIZATION MEETING</u> <u>March 12, 2025</u>

- A. Opening statement (J-1)
- B. Chairman to read list of liaisons (J-2)
- C. Resolution approving 2025/2026 meeting dates (J-3)

MAINTENANCE/REPAIR CONTRACTS

- D. Resolution to approve contract for Hose/Ladder testing (two quotes received) (J-4)
 - 1. Waterway: Total \$1173.00
 - 2. Fireflow: Total \$1,560.00
- E. Resolution to approve Genserve for generator maintenance (J-5)
- F. Resolution to approve Air & Gas (J-6)
- G. Resolution to approve M &M cleaning for the Fire Academy (J-7)
- H. Resolution to approve PCM Property Solutions for the Fire Academy lawn service (J-8)

PROFESSIONAL SERVICES

- I. Joint board attorney (Bureau) (J-9)
 - 1. Richard Braslow
- J. Resolution designating Asbury Park Press and Star Ledger as the official newspapers (J-10)

Motion to start with regularly scheduled meeting

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.

REORGANIZATION MEETING TOMS RIVER JOINT BOARD OF FIRE COMMISSIONERS TOMS RIVER FIRE ACADEMY March 12, 2025

A Reorganization meeting of the Toms River Township Fire Commissioners Districts No. 1 & 2 was called to order at 5:30 p.m. by Commissioner Tutela . The Commissioner made the following statement:

Let the official minutes reflect that adequate notice of this reorganization meeting has been provided in accordance with the Open Public Meetings Act by notice thereof being published in the Municipal Building, 33 Washington Street, Toms River, New Jersey; 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

Roman - present
Krohn-present
Minkler-present
Tutela -present
Willson- absent

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

Motion Heroy second Seiders to excuse Willson from meeting for a family emergency.

AYES-8 NAYS-0 CARRIED

A resolution was presented, Motion Krohn second Heroy approving meeting dates for 2025/26 (See inserted Resolution)

ROLL CALL VOTE

Tutela -Yes

Krohn-Yes

Minkler-Yes

Roman-Yes

Duff-Yes

Seiders-Yes

Herov-Yes

Willson -Absent

Britton-Yes

CARRIED

Commissioner Tutela read the names of the 2025 liaisons and positions.

A resolution was presented, Motion Roman second Duff approving Waterway for hose, ladder and pump testing at Fire Academy. (See inserted Resolution)

ROLL CALL VOTE

Tutela -Yes

Krohn-Yes

Minkler-Yes

Roman-Yes

Duff-Yes

Seiders-Yes

Heroy-Yes

Willson -Absent

Britton-Yes

CARRIED

A resolution was presented, Motion Heroy second Krohn approving Genserve for Generator Maintenance at the Fire Training Center for yearly maintenance. (See inserted Resolution)

ROLL CALL VOTE

Tutela -Yes

Krohn-Yes

Minkler-Yes

Roman-Yes

Duff-Yes

Seiders-Yes

Heroy-Yes

Willson -Absent

Britton-Yes

CARRIED

A resolution was presented, Motion Roman second Heroy approving Air & Gas Technology for Air Compressor at the Fire Training Center for yearly maintenance.

(See inserted Resolution)

ROLL CALL VOTE

Tutela -Yes

Krohn-Yes

Minkler-Yes

Roman-Yes

Duff –Yes

Seiders-Yes

Heroy-Yes

Willson -Absent

Britton-Yes

CARRIED

A resolution was presented, Motion Roman second Heroy approving M&M Cleaning for weekly cleaning at the Fire Training Center. (See inserted Resolution)

ROLL CALL VOTE

Tutela -Yes

Krohn-Yes

Minkler-Yes

Roman-Yes

Duff-Yes

Seiders-Yes

Heroy-Yes

Willson -Absent

Britton-Yes

CARRIED

A resolution was presented, Motion Heroy second Roman approving PCM Property Solutions to do grass cutting at Fire Training Center. (See inserted Resolution)

ROLL CALL VOTE

Tutela -Yes

Krohn-Yes

Minkler-Yes

Roman-Yes

Duff –**Yes**

Seiders-Yes

Heroy-Yes

Willson -Absent

Britton-Yes

CARRIED

Commissioner Minkler asked what the rate was for Attorney. Administrator Kubiel stated the board sets the rate and he believed it was around \$190.00 per hour. Monica Bisceglie responded that Braslow rate is higher than that but was not sure how much.

A resolution was presented, Motion Heroy second Roman approving Richard Braslow as the Attorney for the Joint Board of Fire Commissioners (Bureau) (See inserted Resolution)

ROLL CALL VOTE

Tutela -Yes Minkler-Yes Krohn-Yes Roman-Yes

Duff -Yes Heroy-Yes Seiders-Yes Willson -Absent

Britton-Yes

CARRIED

A resolution was presented, Motion Minkler second Roman naming the Asbury Park Press and Star Ledger as the official newspapers for the Joint Board of Fire Commissioners. (See inserted Resolution)

ROLL CALL VOTE

Tutela -Yes Minkler-Yes Krohn-Yes Roman-Yes

Duff -Yes Heroy-Yes Seiders-Yes Willson -Absent

Britton-Yes

CARRIED

There being no further business, Motion Krohn second Heroy to close the reorganization meeting at 5:43 p.m. and start the regular joint board meeting

AYES-8 NAYS-0 <u>CARRIED</u>

Respectfully submitted,

Robert Krohn, Clerk

FIRE COMMISSIONERS POSITIONS DISTRICT NO.1 AND DISTRICT 2

DISTRICTNO.1

CHAIRMAN- VACANT
COMMISSIONER-ANTHONY CIRZ
VICE CHAIRMAN- RICHARD TUTELA
CLERK- ROBERT KROHN
TREASURER- LEONARD MINKLER
PURCHASING AGENT-DANIEL ROMAN

DISTRICT NO.2
CHAIRMAN- KEVIN BRITTON
CLERK- MICHAEL WILLSON
ASSISTANT CLERK- DAVID SEIDERS
TREASURER- JOSEPH DUFF
COMMISSIONER AT LARGE-RICH HEROY

2025 LIAISONS

COMMUNICATIONS ROMAN/KROHN **BRITTON/HEROY** BUREAU OF FIRE PREVENTION ROMAN SEIDERS/WILLSON FIRE ACADEMY MINKLER/KROHN WILLSON/ SEIDERS INSURANCE MINKLER/TUTELA **BRITTON/DUFF** MINKLER/ROMAN LEGISLATION **BRITTON/DUFF** FIRE CHIEFS ASSOCIATION..... **ROMAN BRITTON/HEROY**

Meeting Dates 2025/2026

In accordance with P.L. 1975, Chapter 231, below is a list of the times, dates, and locations of the Joint Board Meetings of the Toms River Fire Commissioners District No. 1 and No. 2 in the County of Ocean, New Jersey.

Pursuant to the Open Public Meetings Law, the regular meetings of the Commissioners of Toms River Fire District No. 1 and No. 2 will be held at **5:30** p.m. at the **TOMS RIVER FIRE ACADEMY** 1780 Church Road, Toms River NJ 08753:

April 9, 2025	October 8, 2025
May 14, 2025	November 12, 2025
June 11, 2025	December 10, 2025
July 16, 2025 (3 rd Wednesday)	January 14, 2026
August 13, 2025	February 11, 2026
September 10, 2025	March 11, 2026

Order of Business for Joint Meetings:

- A. Meeting called to order
- B. Chairman's statement
- C. Roll Call
- D. Receipt of bids (if applicable)
- E. Reading of the minutes
- F. Reports of Committees
- G. Bills
- H. Unfinished business
- I. New business
- J. Participation by the public
- K. Private executive session (per resolution)
- L. Adjournment

GENERAL NOTES

- 1. The official newspaper for the publication of the notices of the Commissioners is hereby designated as the Asbury Park Press and Star Ledger. Nothing contained herein, however, shall preclude in addition, the submission for the publication to other newspapers.
- 2. **IF PRIVATE EXECUTIVE SESSION** is required it may be held prior to the regular meeting of the Joint Board of Fire Commissioners of Fire District No. 1 and No. 2
- 3. The clerk will carry out provisions of this resolution.

RESOLUTION OF TOMS RIVER TOWNSHIP BOARD OF FIRE COMMISSIONERS DISTRICT NO.1 AND DISTRICT NO.2, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT FOR HOSE LADDER AND PUMP TESTING TO WATERWAY TWIN TIER INC. FOR THE TOMS RIVER TOWNSHIP FIRE ACADEMY, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40A:11-1 ET SEQ.

March 12, 2025

WHEREAS, quotes had heretofore been received by the Board of Commissioners for Hose/Ladder and Pump Testing for the Toms River Township Fire Academy, pursuant to and in accordance with N.J.S.A. 40A:11-1 ET SEQ.; and;

WHEREAS, the lowest responsible quote on the basis of those quotes received within the meaning of N.J.S.A. 40A:11-1 ET SEQ, was received from Waterway Twin Tier Inc. in the amount of Hose testing.26 per foot Ground Ladder \$30.00 per ladder Fire Pump Testing \$300.00 per piece; and

THE Board of Fire Commissioners are satisfied with the WHEREAS, recommendations offered; and

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

That a contract for hose/ladder testing for the Toms River Township Fire Academy, be and hereby awarded to Waterway Twin Tier Inc., as follows Hose testing .26 per foot Ground Ladder \$30.00 per ladder

Fire Pump Testing \$300.00 per piece on the basis of the quote received.

1. That the award of the contract aforesaid shall be conditioned upon the certification of availability of funds.

That the Clerk of the Fire Commissioners of District No.1 and District No.2 shall forward a certified copy of this Resolution to the following:

- Α. Chairman's;
- Administrators; В.
- Business Owner

CERTIFICATION

I, Robert Krohn, Clerk of the Toms River Township Fire Commissioners District No. 1, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No.1 in the County of Mean at its meeting held on March 12, 2025

Clerk, Fire District No.1

3. 12-25 Date:

I, Michael Willson, Clerk of the Toms River Township Fire Commissioners District No. 2, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No.2 in the County of Ocean at its meeting held on March 12, 2025

Fire District No.2

3 12 3 T

RESOLUTION OF TOMS RIVER TOWNSHIP BOARD OF FIRE COMMISSIONERS DISTRICT NO.1 AND DISTRICT NO.2, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT FOR GENERATOR MAINTENANCE TO GENSERVE LLC FOR THE TOMS RIVER TOWNSHIP FIRE ACADEMY, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40A:11-1 ET SEQ.

March 12, 2025

WHEREAS, quotes had heretofore been received by the Board of Commissioners for Generator Maintenance for the Toms River Township Fire Academy, pursuant to and in accordance with N.J.S.A. 40A:11-1 ET SEQ.; and;

WHEREAS, the lowest responsible quote on the basis of those quotes received within the meaning of N.J.S.A. 40A:11-1 ET SEQ, was received from Genserve LLC in the amount of \$440.00

WHEREAS, THE Board of Fire Commissioners are satisfied with the recommendations offered; and

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

That a contract for generator maintenance for the Toms River Township Fire Academy, be and hereby awarded to Genserve LLC., for annual maintenance in the amount of \$440.00

1. That the award of the contract aforesaid shall be conditioned upon the certification of availability of funds.

That the Clerk of the Fire Commissioners of District No.1 and District No.2 shall forward a certified copy of this Resolution to the following:

- A. Chairman's;
- B. Administrators;
- C. Business Owner

CERTIFICATION

I, Robert Krohn, Clerk of the Toms River Township Fire Commissioners District No. 1, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No.1 in the County of Ocean at its meeting held on March 12, 2025

Clerk, Fire District No.1

District

3-12.25

I, Michael Willson, Clerk of the Toms River Township Fire Commissioners District No. 2, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No.2 in the County of Ocean at its meeting held on March 12, 2025

3 - 12.25

RESOLUTION OF TOMS RIVER TOWNSHIP BOARD OF FIRE COMMISSIONERS DISTRICT NO.1 AND DISTRICT NO.2, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT FOR CASCADE MAINTENANCE TO AIR & GAS TECHNOLOGIES FOR THE TOMS RIVER TOWNSHIP FIRE ACADEMY, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40A:11-1 ET SEQ.

March 12, 2025

WHEREAS, quotes had heretofore been received by the Board of Commissioners for Cascade Maintenance for the Toms River Township Fire Academy, pursuant to and in accordance with N.J.S.A. 40A:11-1 ET SEQ.; and;

WHEREAS, the lowest responsible quote on the basis of those quotes received within the meaning of N.J.S.A. 40A:11-1 ET SEQ, was received from Air & Gas Technologies in the amount of \$1891.00; and

satisfied with the THE Board of Fire Commissioners are WHEREAS, recommendations offered; and

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

That a contract for Cascade Maintenance for the Toms River Township Fire Academy, be and hereby awarded to Air & Gas Technologies., for annual maintenance in the amount of \$1,891.00

1. That the award of the contract aforesaid shall be conditioned upon the certification of availability of funds.

That the Clerk of the Fire Commissioners of District No.1 and District No.2 shall forward a certified copy of this Resolution to the following:

- A. Chairman's;
- Administrators; В.
- Business Owner C.

CERTIFICATION

I, Robert Krohn, Clerk of the Toms River Township Fire Commissioners District No. 1, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No.1 in the County of Ocean at its meeting held on March 12, 2025

lerk, Fire District No.1

I, Michael Willson, Clerk of the Toms River Township Fire Commissioners District No. 2, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No.2 in the County of Ocean at its meeting held on March 12, 2025

3- 12-25 Date:

RESOLUTION OF TOMS RIVER TOWNSHIP FIRE COMMISSIONERS DISTRICT NO. 1 AND DISTRICT NO 2, OCEAN COUNTY, NEW JERSEY, AWARDING A CONTRACT FOR CLEANING SERVICES to M & M CLEANING FOR THE TOMS RIVER TOWNSHIP FIRE ACADEMY, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40A:11-1 ET SEQ.

March 12, 2025

WHEREAS, proposals had heretofore been received by the Board of Commissioners for cleaning services of the Toms River Township Fire Academy, pursuant to and in accordance with N.J.S.A. 40A:11-1 ET SEQ.; and;

WHEREAS, the lowest responsible quote on the basis of those quotes received within the meaning of N.J.S.A. 40A:11-1 ET SEQ, was received from M&M Cleaning; and

WHEREAS, THE Board of Fire Commissioners are satisfied with the recommendations offered; and

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

- 1. That a contract for cleaning services for the Toms River Township Fire Academy, be and hereby awarded to M&M Cleaning, in the amount of \$ \$585.00 per month for weekly cleaning on the basis of quotes received.
- 2. That the award of the contract aforesaid shall be conditioned upon the certification of availability of funds.
- 3. That the Clerk of the Fire Commissioners of District No.1 and District No.2 shall forward a certified copy of this Resolution to the following:
 - A. Chairman's;
 - B. Administrators;
 - C. Business Owner

CERTIFICATION

I, Robert Krohn, Clerk of the Toms River Township Fire Commissioners District No. 1, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No.1 in the County of Ocean at its meeting held on March 12, 2025

Clerk, Fire District No.1

3-12.25

I, Michael Willson, Clerk of the Toms River Township Fire Commissioners District No. 2, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No.2 in the County of Ocean at its meeting held on March 12, 2025

3-12-25 Date:

RESOLUTION OF TOMS RIVER TOWNSHIP FIRE COMMISSIONERS DISTRICT NO.1 AND DISTRICT NO.2, OCEAN COUNTY, NEW JERSEY, AWARDING A CONTRACT TO PCM PROPERTY SOLUTIONS FOR GRASS CUTTING SERVICES FOR THE TOMS RIVER TOWNSHIP FIRE ACADEMY, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40A:11-1 ET SEQ.

March 12, 2025

WHEREAS, quotes had heretofore been received by the Board of Commissioners for grass cutting services of the Toms River Township Fire Academy, pursuant to and in accordance with N.J.S.A. 40A:11-1 ET SEQ.; and,

WHEREAS, the lowest responsible quote on the basis of those quotes received within the meaning of N.J.S.A. 40A:11-1 ET SEQ, was received from PCM PROPERTY SOLUTIONS in the amount of \$5,200.00 annually.

WHEREAS, THE Board of Fire Commissioners are satisfied with the recommendations offered; and

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

- 1. That a contract for lawn cutting services for the Toms River Township Fire Academy, be and hereby awarded to PCM PROPERTY SOLUTIONS in the amount of \$5,200 on the basis of quotes received.
- 2. That the award of the contract aforesaid shall be conditioned upon the certification of availability of funds.
- 3. That the Clerk of the Fire Commissioners of District No.1 and District No.2 shall forward a certified copy of this Resolution to the following:
 - A. Chairman;
 - B. Administrator;
 - C. Business Owner

CERTIFICATION

I, Robert Krohn, Clerk of the Toms River Township Fire Commissioners District No. 1, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No.1 in the County of Ocean at its meeting held on March 12, 2025

Clerk, Fire District No.1

3 - 12-25 Date:

I, Michael Willson, Clerk of the Toms River Township Fire Commissioners District No. 2, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No. 2 in the County of Ocean at its meeting held on March 12, 2025

3 12.25 Date:

RESOLUTION OF THE TOMS RIVER TOWNSHIP FIRE COMMISSIONERS, DISTRICT NO.1, AND FIRE DISTRICT NO.2, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY,

APPOINTING, RICHARD BRASLOW AS ATTORNEY FOR THE JOINT BOARD OF FIRE COMMISSIONERS FOR THE BUREAU OF FIRE PREVENTION AS A PROFESSIONAL SERVICE CONTRACT PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 40A:11-5

March 12, 2025

WHEREAS, the Joint Board of Commissioners of the Toms River Township Fire District No.1 & Fire District No.2 is in need of legal services which must be rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law, and which such services otherwise constitute "professional services" within the meaning of N.J.S.A. 40A:11-2(6); and,

whereas, $\underline{\text{N.J.S.A.}}$ 40A:11-5 authorizes the award of a contract for such "professional services" without public advertisement for bids for the rendering of such services; and,

WHEREAS, there is presently on file on the Office of the Fire Commissioners a proposed retainer agreement submitted by which would provide for the rendering of such legal services; and,

WHEREAS, the Joint Board of Fire Commissioners is satisfied with the terms of the proposed form of the retainer agreement.

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

- 1. That pursuant to $\underline{\text{N.J.S.A.}}$ 40:69A-423(b), the Joint Board of Fire Commissioners does hereby appoint Richard M. Braslow as Attorney to the Bureau of Fire Prevention for a term of one year or until the reorganization meeting of the board following the annual election.
- 2. That a retainer agreement for legal services to be rendered on behalf of the Joint Board of Fire Commissioners be and hereby is awarded to Richard M. Braslow as a "professional services" contract pursuant to and in accordance with N.J.S.A. 40A:11-5.
- 3. That the retainer agreement for legal services shall include the mandatory affirmative action language set forth in P.L. 1975, c. 127.

- 4. That this resolution shall be condition upon the certification of availability of sufficient funds.
- 6. That the Clerks of the Joint Board of Fire Commissioners shall set forthwith cause notice of the adoption of this resolution to be published pursuant to and in accordance with N.J.S.A. 40A:11-5(1)(a)(i).
- 7. That the Clerks of the Joint Board of Fire Commissioners shall forward a certified copy of this Resolution to the following:
 - A. Chairman's;
 - B. Administrators;
 - C. Richard M. Braslow Esq.

CERTIFICATION

I, Robert Krohn, 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 March 12, 2025

M	3-12.25
Clerk Fire District No.1	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 resolution duly adopted at its meeting held on March, 17, 2025

Clerk Fire District No.2 Date:

RESOLUTION OF THE TOMS RIVER FIRE COMMISSIONERS DISTRICT NO.1 AND DISTRICT NO.2, OCEAN COUNTY, STATE OF NEW JERSEY, DESIGNATING LEGAL NEWSPAPERS FOR THE FIRE DISTRICTS March 12, 2025

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

1. That the Official Newspapers of the Board of Commissioners of Fire District No.1 and District No.2 shall be as follows:

Asbury Park Press Star Ledger

2. That Fire District No.1 and Fire District No.2 may publish in other newspapers circulated in Toms River Township, Ocean County.

CERTIFICATION

I, Robert Krohn, Clerk of the Toms River Township Fire Commissioners District No. 1, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No.1 in the County of Ocean at its meeting held on March 12, 2025.

3-12.25 Date:

I, Michael Willson, Clerk of the Toms River Township Fire Commissioners District No. 2, do hereby certify the above to be a true copy of a resolution duly adopted by the Fire Commissioners of Toms River Township District No.2 in the County of Ocean at its meeting held on March 12, 2025.

3-12.25 Date: