MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
East Dover Fire Company
December 5, 2018

Commissioner Convery called a regular meeting to order at 7:00 p.m. with a Salute to the Flag. A moment of silence was observed. The following statement was made:

Adequate notice of this meeting has been provided in accordance with the Provisions of the Open Public Meetings Act by notice being posted in the Municipal Building, 33 Washington Street, Toms River; being filed with the municipal clerk and being transmitted to the Asbury Park Press and Star Ledger and to all persons who have requested copies in accordance with statute.

**ROLL CALL**

Autenrieth – present
Ambrosio – present

Latshaw – present
Sipe – absent
Convery – present

Administrator Kubiel and Attorney VanDyke present.
Bisceglie present to take minutes.

**APPROVING THE MINUTES**

Motion Autenrieth second Latshaw to accept the minutes of the October 17, 2018 and November 7th 2018 regular meeting and Special Meeting October 30th 2018 and November 27, 2018 providing they are made available for inspection by the public during this meeting.

Ayes-4 Nays-0 CARRIED
(Latshaw abstain on 11/27/18 minutes)

**REPORTS OF COMMITTEES**

**COMMUNICATION** – Autenrieth stated there are SOG’s that need to be approved from the Dispatch Supervisor.

**FIRE PREVENTION BUREAU** – Autenrieth stated the liaisons are in discussions with Bureau re: contracts

**FIRE ACADEMY** – Latshaw stated:
1. Ceiling tiles have been completed
2. Sprinkler heads need to be relocated
3. HVAC issues have been resolved.
4. Cascade system is being installed tomorrow
5. Installation of exterior and interior lighting complete.
6. Small hose leak in forklift but not worth the $10,000 to repair.
7. Additional training on floor machine being scheduled
8. Smaller projects ongoing

Autenrieth stated FF Level 1& 2 moving along.

**POLICE/EMERGENCY MANAGEMENT** – No report
LEGISLATION – No report
INSURANCE- No report
FIRST AID SQUADS - No report
FIRE OFFICERS ASSOCIATION- Award Ceremony is scheduled for December 13, 2018 Pleasant Plains Fire Company, 7:00 p.m.
TOWNSHIP COUNCIL AND MAYOR- No report
VEHICLE REPAIR/NEW APPARATUS – Ambrosio asked if there is an update on 2624. Kubiel responded he sent to Commissioner Sipe on Monday and it stated the two light heads that had water in them should be completed on December 20th and then it should be on its way back.

Latshaw stated that ERS was called out to put fluid in apparatus on a Sunday. Kubiel stated this has been addressed with Chief Muttie.

ADMINISTRATOR’S REPORT- Administrator Kubiel stated:
1. The truck reports have been submitted for the commissioners’ review.
2. As per the SOG that was passed back in 2015, The Board of Fire Commissioners established a review board to consist of the five (5) fire commissioners, Chief Administrator, four current company chiefs or immediate past chiefs and the president of the officer’s association and/or his/her designee. Any interested chiefs or past chiefs that were interested in being on this committee was supposed to reply by December 1, 2018. An email to be sent to all chiefs and past chiefs extending this date to December 14, 2018.

ATTORNEY REPORT- No report

REPORTS OF FIRE OFFICERS

DISTRICT CHIEF GOLDEN- (See inserted report)

CO. 1 CHIEF MUTTIE – Muttie stated there was working structure fire on Thanksgiving morning and the response of all fire companies and outside agencies was great.

CO. 2 CHIEF CIRZ– Cirz thanked all for the assistance re: Thanksgiving day fire. He wanted to thank the board in particular Joanne for all her help.

CO. 3 CHIEF CALVO – Calvo asked why the repair of the boat was not addressed. Kubiel stated discussion on the boat and repairs are ongoing and it is currently working. 2721 and 2705 radios have been installed working perfectly. The beach replenishment project has reached Kittiwake and the access to the beach is limited. He questioned if the entrance will now be handicap accessible or will it still be a drivable access. Administrator Kubiel will research and advise. He stated his frustration with the drug testing procedure. He stated he is not against getting drug tested it just seems the frequency is excessive and that the random names are the same names because of the size of their company. Muttie to revisit. Thanked the committee regarding the membership recruitment.

CO.4 CHIEF ZIESER- Zieser stated:
1. Multiple boat fires at the Pier One Motel and all companies worked well together.
2. Thanked the board staff for all their help over the past two years.

ISLAND HEIGHTS–Chief McDaniel stated they are running the ice rescue class On January 26,27 again. If anyone interested contact Ex Chief Balfrey.

SEASIDE HEIGHTS- No representation

FIRE OFFICERS ASSOCIATION- Zieser stated
1. A standardization committee has been established led by Asst. Chief Vicipidomini
2. Award Ceremony 12/13/18 and Joint Fire Officers meeting/Holiday party on December 17, Station 29, 7:00 p.m.
3. SOG’S continued to be worked on
REMOVALS FROM THE ROLLS – Charles Weinberger Co.2
Motion Ambrosio second Autenrieth to remove Charles Weinberger from the rolls.
Ayes-4  Nays-0  CARRIED

APPLICATIONS FOR MEMBERSHIP- Charles Laing Co.2, Joseph Gamboa Co.4
Motion Autenrieth second Latshaw to accept Charles Laing Co.2 and Joseph Gamboa Co.4 as firefighters.
Ayes-4  Nays-0  CARRIED

UNFINISHED BUSINESS
Ambrosio stated earlier in the year it was discussed to purchase utility trucks for Co.1 and Co.2 and a chief’s vehicle replacement. He would like the Administrator to move forward with the process.
Motion Ambrosio second Autenrieth to move forward with the purchase of Co.1 and Co.2 utility vehicles and a replacement chief vehicle.
Ayes-4  Nays-0  CARRIED

Administrator Kubiel asked if Ocean Beach request for a vehicle should be included in this year to get better pricing. Motion amended to reflect change.
Motion Ambrosio second Autenrieth to move forward with the purchase of Co.1 and Co.2 utility vehicles, replacement chief vehicle and F-250 for Ocean Beach
Ayes-4  Nays-0  CARRIED

Kubiel asked if he is able to establish pricing, could he move forward with purchasing because he believes the state bid for 2018 ends on December on 15th and the board meeting is after. Ambrosio prefers he works with the liaisons because there are other bids that may have better pricing than the state.

NEW BUSINESS

RESOLUTION EXTENDING CONTRACT WITH O’BRIENS RESPONSE MANAGEMENT A resolution was presented, Motion Ambrosio second Autenrieth approving extension with Obrien’s Response Management (See inserted resolution)
ROLL CALL VOTE
Latshaw-Yes  Ambrosio-Yes
Autenrieth-Yes  Sipe-Absent
Convery-Yes  CARRIED

RESOLUTION TRANSFER OF FUNDS A resolution was presented, Motion Ambrosio second Autenrieth authorizing certain transfers relative to the current 2018 budget in order to reflect monies expended to date by the Commissioners. (See inserted resolution)
ROLL CALL VOTE
Latshaw-Yes  Ambrosio-Yes
Autenrieth-Yes  Sipe-Absent
Convery-Yes  CARRIED

Ambrosio questioned the shortfall in the Bureau professional services by $11,000. Kubiel believes it was because of Dover Woods.

RESOLUTION INTRODUCING THE 2019 BUDGET- A resolution was presented, Motion Ambrosio second Autenrieth introducing the 2019 budget (See inserted resolution)
ROLL CALL VOTE
Latshaw-Yes  Ambrosio-Yes
Autenrieth-Yes  Sipe-Absent
Convery-Yes  CARRIED
EAST DOVER BUILDING COMMITTEE- Discussion with East Dover building committee, Chief Zieser and Ex-Chief Tutela presented their building renovations and discussed the dollar figure and project extension timeline through FEMA. Ambrosio suggested setting up a meeting with Witt O’Brien the board’s FEMA representative auditors to discuss some possibilities.

SOG-POLICY UPDATE AND REVIEW/RADIO AND PHONE SYSTEM- Motion Ambrosio second Autenrieth to approve SOG-Policy Update and Review & Radio and Phone Systems. Ayes – 4 Nays – 0 CARRIED

RESOLUTION TO BID PRE-EMPTION COMPONENTS(OPTICOM) A resolution was presented, Motion Autenrieth second Ambrosio authorizing to go out to bid for pre-emption components for the OPTICOM System. (See inserted resolution)

ROLL CALL VOTE

| Latshaw-Yes | Ambrosio-Yes |
| Autenrieth-Yes | Sipe-Absent |
| Convery-Yes | CARRIED |

EMPLOYEES’ CONTRACTS Motion Ambrosio second Autenrieth to move to discuss in private executive session. Ayes-4 Nays-0 CARRIED

CAPITAL QUESTIONS- Kubiel stated he needs to start preparing questions for the budget. Ambrosio requested this be tabled until the first meeting in January.

Motion Ambrosio second Autenrieth to table capital question discussion until the first meeting in January. Ayes – 4 Nays – 0 CARRIED

PUBLIC HEARING- Motion Ambrosio second Autenrieth to advertise Public Hearing for the 2019 Budget on January 2, 2019 6:30 p.m. @ Toms River Fire Company No. 2, 45 West Water Street, Toms River, NJ 08753. Regular Board Meeting to follow. Ayes – 4 Nays – 0 CARRIED

PARTICIPATION BY THE PUBLIC- None

Motion Latshaw second Autenrieth to go into Private Executive Session at 7:55p.m. Ayes-4 Nays-0 CARRIED

PRIVATE EXECUTIVE SESSION- Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege and legal advice: Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is require in order for the attorney to exercise his ethical duties as a lawyer.

Motion Latshaw second Autenrieth to go into open session @ 8:55 p.m. Ayes-4 Nays-0 CARRIED

Ambrosio stated he was approached by Part-time Radio Technician Genovesse requesting to attend a training class in May.

Motion Ambrosio second Autenrieth authorizing John Genoves to attend seminar in May 2019 with the office making the arrangements. Ayes-4 Nays-0 CARRIED
As per discussion in private executive session an employment offer to be sent to Radio Technician John Genovese.

A resolution was presented, Motion Autenrieth second Latshaw to accept Clerical contract for District No.1 employees with the following amendment: Article XI remove birthday, remove Section B, and add a floating holiday.

ROLL CALL VOTE
Latshaw-Yes Ambrosio- abstain
Autenrieth-Yes Sipe-absent
Convery-Yes CARRIED

A resolution was presented, Motion Autenrieth second Latshaw to accept Network Administrator's contract with the following amendment: Article XVI, Section A changing birthday to a floating holiday.

ROLL CALL VOTE
Latshaw-Yes Ambrosio- abstain
Autenrieth-Yes Sipe-absent
Convery-Yes CARRIED

Commissioner Ambrosio wanted it on the record that he recused himself and left the room from the discussion on both contracts, therefore he is abstaining on the votes.

There being no further business, motion Autenrieth second Latshaw to close the meeting @ 8:58 p.m. Ayes - 4 Nays -0 CARRIED

Respectfully submitted

Jesse Sipe, Clerk