MINUTES
TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 1
EAST DOVER FIRE COMPANY
March 3, 2021

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 Latshaw –present
Tutela – present Minkler-present
Convery – present

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

BIDS - None

APPROVING THE MINUTES

Motion Autenrieth second Latshaw to approve the February 17, 2021 minutes providing a copy is made available for inspection by the public during this meeting.

Ayes-5 Abstain-0 CARRIED

REPORTS OF COMMITTEES

COMMUNICATION – No report
FIRE PREVENTION BUREAU – No report
FIRE ACADEMY – Minkler stated Director Hansson is out tending to his wife after surgery.
INSURANCE-Progress
POLICE/EMERGENCY MANAGEMENT- No report
LEGISLATION – No report
TOWNSHIP COUNCIL AND MAYOR – No report
VEHICLE REPAIR/NEW APPARATUS –Tutela stated the new boat for Ocean Beach is progressing.
FIRE OFFICERS ASSOCIATION- No report
ADMINISTRATOR KUBIEL REPORT - Kubiel stated: Vehicle reports are in your folders for review.
ATTORNEY REPORT – Attorney Appleby stated nothing for open session

REPORTS OF FIRE OFFICERS

DISTRICT CHIEF SEAMAN- (See inserted report)
CO. 1- ASST CHIEF SIMONE – Progress
CO. 2 ASST CHIEF ONEIL Progress
CO. 3 CHIEF CALVO – Progress
CO.4 CAPT GORESH – Goresh asked the progress on the radios.

ISLAND HEIGHTS – progress
SEASIDE HEIGHTS –No representation
FIRE OFFICERS ASSOCIATION – Meeting tomorrow March 4, 2021 @ 6:00 p.m. with liaisons
REMOVALS FROM THE ROLLS – None
APPLICATIONS FOR MEMBERSHIP- None
UNFINISHED BUSINESS - None

NEW BUSINESS

RESOLUTION APPOINTING PUBLIC RELATION CONSULTANT A resolution was presented, Motion Minkler second Autenrieth authorizing the execution of an agreement with Communication Solution Group for Public Relation Consulting. (See inserted resolution)

ROLL CALL VOTE
Latshaw-Yes Tutela- Yes
Autenrieth-Yes Minkler-Yes
Convery-Yes

CARRIED

RESOLUTION AUTHORIZING PAYMENT FOR REIMBURSEMENT TO EMPLOYEE
A resolution was presented, Motion Tutela second Autenrieth authorizing payment for reimbursement to John Genovese of the fire district towards his incidentals and expenses for training.
(See inserted resolution)

ROLL CALL VOTE
Latshaw-Yes Tutela -Yes
Autenrieth-Yes Minkler-Yes
Convery-Yes

CARRIED

BILLS

Motion Tutela second Autenrieth to approve the bill list for March 3, 2021 (SEE INSERTED LIST)
Ayes – 5 Nays – 0 CARRIED

PARTICIPATION BY THE PUBLIC- Andy Goresh asked the status of radios and who is responsible for the purchase re: new system, what is happening with the Fire Sub Official position and any movement on doing the inspection for Seaside Heights. Kubiel responded he has applied for a grant and also have been invited to the township radio meeting. Berkeley township is currently acting as the Fire-sub code official and waiting for the state to still sign off on the Seaside Heights inspections.
Gary Simone Sr. asked if Administrator Kubiel was the fire sub code official for Berkeley. Kubiel responded he is the fire official not sub-code official.

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 Autenrieth second Minkler to go into closed session @ 7:14 p.m.
Ayes - 5 Nays -0

CARRIED

Motion Tutela second Autenrieth to go into open session @ 7:34 p.m.
Ayes - 5 Nays -0

CARRIED

Motion Autenrieth second Tutela to accept Tamara Davicsin resignation.

Ayes - 5 Nays -0 **CARRIED**

There being no further business, motion Minkler second Autenrieth to close the meeting @ 7:36 p.m. **Ayes - 5 Nays -0** **CARRIED**

Respectfully submitted
Leonard Minkler, Clerk

Toms River Township Fire District #1

Everett H. Seaman, District Chief

Monthly Report March 1, 2021

Emergency Responses

- 2/11 – Stations 25, 26, & 28 – Structure Fire
- 2/12 – Station 26 – Mutual Aid Station 18
- 2/14 – Station 26 – Mutual Aid Station 18
- 2/19 – Station 25 & 26 – Structure Fire
- 2/28 – Stations 25 & 26 – Structure Fire

Meetings Attendee

- 2/3 – District 1 Commissioner's Meeting
- 2/4 – Meeting with Chief Catapano re: Zone Maps
- 2/6 – Meeting with Chief Sinnott re: Zone Maps
- 2/17 – 2nd Commissioner's Meeting
- 2/19 – Joint Board Meeting
- 2/25 – Meeting with Chief Sinnott re: Zone Maps

Training

- 2/9 - Drill – Station 28
- 2/16 – Drill – Station 28
- 2/23 – Drill – Station 25, 26, & 28

Respectfully submitted,

Everett H. Seaman
District Chief

RESOLUTION OF THE TOMS RIVER TOWNSHIP COMMISSIONERS, FIRE DISTRICT NO.1, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE COMMUNICATION SOLUTIONS GROUP FOR PUBLIC RELATIONS CONSULTING

MARCH 3, 2021

WHEREAS, the Township of Toms River Board of Commissioners, Fire District No. 1 requires Public Consulting Services; and

WHEREAS, bids were received from the following vendors on February 19, 2021, through the competitive contracting process in accordance with N.J.S.A. 40A:11-4.1 which allows for price and other factors, as follows:

The Communication Solutions Group: See attached rate sheet.

WHEREAS, District No. 1 Administrator reviewed the proposal and the Ownership Disclosure Documents for each vendor and certifies that there is no conflict of interest in accordance with the Local Government Ethics Law N.J.S.A. 40A:9-22.1 et seq.; and

WHEREAS, the proposals have been reviewed by the Administrator, and he recommends that the agreement be awarded to the only entity which responded, The Communication Solutions Group.

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

1. That Fire District No. 1 does hereby authorize the Chairman to execute and the Clerk to attest to an Agreement with The Communication Solutions Group, a total contract amount not to exceed $12,500.00, in accordance with the Schedule A attached hereto.

2. The Clerk shall publish a notice in the official newspaper of the contracting unit summarizing the award of a contract, which shall include, but not be limited to, the

nature, duration, and amount of the contract, the name of the vendor and a statement that the resolution and contract are on file and available for public inspection in the Clerk's office of Fire District No. 1 during normal business hours.

3. The term of this contract will commence March 4, 2021 through March 3, 2022. The award of this contract is subject to all the terms and conditions of the bid specifications.

4. That a certified copy of this resolution, together with a copy of the agreement, shall be forwarded to Fire District No. 1 Chairman, Fire District No. 1 Clerk, Fire District No. 1 Administrator, and The Communications Solutions Group.

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 March 3, 2021.

Leonard Minkler
Clerk, Fire District No.1

Date: 3/3/21

RESOLUTION OF THE TOMS RIVER BOARD OF FIRE COMMISSIONERS DISTRICT NO. 1 IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN, STATE OF NEW JERSEY AUTHORIZING PAYMENT FOR REIMBURSEMENT TO EMPLOYEES OF THE FIRE DISTRICT TOWARD THEIR EXPENSES AND INCIDENTIALS

March 3, 2021

WHEREAS, N.J.S.A. 40A:14-81.5 allows fire districts to provide for and authorize payment to officers and employees of the fire district toward their expenses and incidentals thereto; and

WHEREAS, the Fire Commissioners of District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey have agreed for certain personnel listed below to attend Motorola Solutions Technical Training to be held April 12th - April 16th 2021; and

WHEREAS, the monies to be reimbursed are to be applied to food, specific travel expenses and costs that are related to the technical training and are actually incurred; such reimbursement shall not exceed sixty-five dollars ($65.00) per diem for meals and two hundred fifty dollars ($250.00) for ground travel; and

WHEREAS, all employees who are receiving said reimbursement shall be obligated to provide a verification of their attendance and expenses for the purposes as outlined in this Resolution pursuant to N.J.S.A. 40A:14-81.5 and Toms River Board of Fire Commissioners District No. 1 policies and procedures. Said employees are required to provide a detailed bill of the items which shall be accompanied by the Certification of the expenses actually incurred as a result of their attendance at the technical training. Said bill shall be submitted within ten (10) days after completion of the travel for which the reimbursement will be made. All expenses shall be reimbursed to the attendee in accordance with the Toms River Board of Fire Commissioners District No.1 Travel policy; and

NOW, THEREFORE, be it resolved that the Toms River Board of Fire Commissioners District No. 1 hereby authorizes the following individuals to attend said technical training and following said technical training to submit for reimbursement costs and expenses as outlined above:

John Genovese

I, Leonard Minkler, Clerk of the Toms River Township Board of Fire Commissioners District No. 1 hereby certify the above to be a true copy of a resolution duly adopted by the Toms River Board of Fire Commissioners District No. 1 in the Township of Toms River, County of Ocean, State of New Jersey at its meeting held on March 3, 2021.

Leonard Minkler, Clerk

Date: 3/3/21

A certified copy of this resolution shall be provided by the Toms River Board of Fire Commissioners District No. 1 the following parties:
Business Administrator
Board Attorney
John Genovese

P.O. Type: Contract Print Perpetual, Revenue, & G/L Accounts: N Open: N Void: N Paid: N
Format: Condensed Held: N Aprv: N Rcvd: Y
Range: 01- -111-05 -001 to 01- -135-01 -809 Bid: Y State: Y Other: Y Exempt: Y
Rcvd Batch Id Range: First to Last Encumbrance Date Range: First to 12/31/21 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
01- -112-05 -023	WORKMAN'S COMP				
T0175 TOWNSHIP OF TOMS RIVER		21-00122 JAN-JUN 2021 INSURANCE	34,813.61	0.00	
01- -112-05 -024	HEALTH BENEFITS/DISABILITY				
U0046 UNITED HEALTHCARE INS. CO.		21-00110 03/21 INS. CUSTOMER #04P2972	137.02	0.00	
U0047 UNITED HEALTHCARE INSURANCE CO		21-00111 03/21 INS. EMPLOYER #25283	343.21	0.00	
H0110 HORIZON BLUE CROSS/BLUE SHIELD		21-00139 03/21 HEALTH	17,925.86	0.00	
H0033 HARTFORD INSURANCE COMPANY		21-00143 03/21 INSURANCE GROUP #680338	539.96	0.00	
			18,946.05		
01- -114-05 -101	HYDRANT RENTAL				
S0337 SUEZ WATER T.R.		21-00132 02/21 ACCT#04402764900000	18,939.76	0.00	
01- -116-05 -172	INSURANCE PREMIUMS				
T0175 TOWNSHIP OF TOMS RIVER		21-00122 JAN-JUN 2021 INSURANCE	35,086.19	0.00	
01- -119-05 -272	LEGAL				
R0127 ROTHSTEIN, MANDELL, STROHM,		20-01431 PROFESSIONAL SERVICES	481.00	0.00	
R0127 ROTHSTEIN, MANDELL, STROHM,		21-00146 PROFESSIONAL SERVICES	15,281.00	0.00	
			15,762.00		
01- -119-05 -273	CONSULTANT				
F0098 FIREHOUSE GRANTS, LLC.		21-00127 DEPOSIT FOR GRANT APPLICATION	1,000.00	0.00	
01- -119-05 -275	TEMP. PROFESSIONAL SERVICE				
W0150 WITT O'BRIEN'S		20-01430 FEMA ASSISTANCE INV#101124	2,940.00	0.00	
W0150 WITT O'BRIEN'S		21-00145 FEMA ASSISTANCE INV#507-000155	2,880.00	0.00	
			5,820.00		
01- -123-05 -416	DUES/SUBSCRIPTIONS				
B0012 BANK OF AMERICA		21-00144 PROCUREMENT CARD PURCHASES	19.00	0.00	
01- -124-01 -446	TRAINING				
P0243 PROSPECT FIRE CO.		20-01045 TRAINING CO#1	375.00	0.00	
01- -125-01 -487	TURNOUT GEAR				
S0170 SKYLANDS AREA FIRE EQUIPMENT		20-01292 TURNOUT GEAR	3,410.52	0.00	
01- -127-01 -567	COMMUNICATIONS				
00207 OPTIMUM		21-00140 02/21 ACCT#07867-114249-01-2	156.66	0.00	
V0010 VERIZON WIRELESS		21-00158 ACCT#320580493-00001	760.66	0.00	
			917.32		

Expend Account / Vendor	Description / P.O. Id / P.O. Description	Amount	Void Amount	PO Type
01- -127-05 -567	COMMUNICATIONS/UTILITIES			
C0149 COMCAST CABLE	21-00129 ACCT#8499 05 194 0622198	291.51	0.00	
V0010 VERIZON WIRELESS	21-00158 ACCT#320580493-00001	38.01	0.00	
		329.52		
01- -128-01 -606	OFFICE SUPPLIES/SHIPPING			
U0065 UPS	21-00161 SHIPPING ACCT#E5400F	99.89	0.00	
01- -128-05 -607	OFFICE SUPPLIES/SHIPPING			
M0029 MARCO TECHNOLOGIES, LLC	21-00141 COPIES DIST#1	72.36	0.00	
01- -129-01 -649	EQUIPMENT REPAIR			
E0069 ELECTRONIC MEASUREMENT LAB INC	21-00112 GAS DETECTOR CO#1	187.07	0.00	
01- -130-05 -290	PAYROLL SERVICES			
P0070 PAYCHEX INC.	21-00142 02/21 PAYROLL	473.50	0.00	
01- -134-03 -745	2017 APPARATUS			
G0089 GIRTAIN SIGN CO.	21-00125 REFLECTIVE LETTERING NEW BOAT	575.00	0.00	
	Fund Total:	136,826.79		

Total Charged Lines: 35 Total List Amount: 136,826.79 Total Void Amount: 0.00

FUNDS RECEIVED AND DEPOSITED

FROM:	CK#:	FOR:	AMOUNT:
District #2	31260	Reimburse newspaper ad	215.95
Ocean Beach Fire Co#3	2194	Cable reimbursement 2021	981.33
Roderick Mesina	1221	Reimburse W/C 2020	2,295.00
John Sellino	107	Fire Academy fees	350.00
Jackson Fire Dist#4	6464	Fire Academy fees	75.00
Piscataway Fire Dist.	13413	Fire Academy fees	175.00
Howell Fire Dist#5	4654	Fire Academy fees	450.00
Bureau of Fire Prevention	251	Bureau Revenue 01/21	56,112.00
Domenica Curreri	181	Fire Academy fees	350.00
Peter Siskin	6771100100	Fire Academy fees	350.00
District #2	31282	Reimburse towing	250.00
Brian Maiese	177	Fire Academy fees	100.00
Joint Board	32623	Postage and I/T services	287.52
Tinton Falls Fire Dist#1	12027	Fire Academy fees	175.00