

**Toms River Fire Commissioners, District No. 2  
Minutes**

**Wednesday, December 18, 2019**

A regular meeting of the Toms River Fire Commissioners, District No. 2 was called to order at 7:30 p.m. at the Pleasant Plains Firehouse, 40 Clayton Avenue, Toms River, New Jersey. Chairman Geoghegan made the required public statement. “Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by the adoption of a schedule of regular meetings and notice thereof 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 the Star Ledger and to all persons who have requested copies in accordance with statute.”

Roll call was taken; Present: Mr. Duff, Mr. Willson, Mr. Bierbaum, Mr. Geoghegan.

Absent: Mr. Britton

Minutes of the previous meeting were approved on a motion offered by Mr. Willson, seconded by Mr. Duff and accepted as written providing that the minutes shall be made available for inspection by any member of the public during the meeting.

Roll call vote: Aye: Mr. Duff, Mr. Willson, Mr. Bierbaum, Mr. Geoghegan.  
Nay: None.

Cash Receipts – Received check #9767 dated December 10, 2019 in the amount of \$1,175.00 from the Pleasant Plains Fire Department for the Reimbursement of Insurance for 2019.

Bills were presented for payment by Treasurer Duff and were approved to be paid on a motion offered by Mr. Duff, seconded by Mr. Willson. Each commissioner abstains to his voucher, if any.

Roll call vote; Aye: Mr. Duff, Mr. Willson, Mr. Bierbaum, Mr. Geoghegan.  
Nay: None.

Benecard	606.55	Daniel Roman	1,291.41
Craig Bierbaum	479.12	ServTire	516.00
ERS	1,063.12	Star Ledger	165.95
Darlene Gargano	8.12	TASC	5,350.00
JCP&L	345.91	The Stress Center	76.00
Paychex	181.11	Toms River Fire District #1	101,651.68
Rackspace	735.90	Rackspace	747.45
Riggins	457.98		

Total \$113,676.20

Correspondence – Correspondence has been provided to all commissioners

Fire Academy – Commissioner Duff reported Firefighter 1 and 2 class is in progress

Purchasing – Business Administrator Gargano reported Silverton Fire Company is requesting to purchase a laptop for 2910 vehicle.

Substation:

- Received 2 quotes for the upgrade of the day room at the substation 30-1. Maximum Construction for \$17,000.00 and Uddo Home Improvement and Renovations for \$15,212.00. Motion by Commissioner Bierbaum, seconded by Commissioner Duff to go with Uddo Home Improvement and Renovations for \$15,212.00.

Roll call vote; Aye: Mr. Duff, Mr. Willson, Mr. Bierbaum, Mr. Geoghegan.  
Nay: None.

Fire Officers’ Association – Commissioner Bierbaum advised that the Chiefs of Silverton and Pleasant Plains have been meeting to refine their response plans as needed. Chief Roman advised the plan has been in place and working well.

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Silverton Report:

- Assistant Chief Geoghegan requested to purchase the laptop need for 2910. Motion by Commissioner Bierbaum, seconded by Commissioner Willson to purchase a laptop notebook from Island Tech Services for \$2,848.00

Roll call vote; Aye: Mr. Duff, Mr. Willson, Mr. Bierbaum, Mr. Geoghegan.  
Nay: None.

Pleasant Plains report:

- Chief Roman reported that the Opticoms has been installed on 3041, 3051, 3068, 3007 and 3000. They will be back on Monday to finish 3017 and 3065.

Business Administrator's report – Business Administrator Gargano reported the following:

- Looking into selling 3061. There is interest from Linden Fire Department to look at it and possibly listing it with Brindley Fire Apparatus and Signal 5 Apparatus.
- Question to Commissioner Willson on the progress of the EZ Pass. Still in progress.

Business Administrator Carson reported the following:

- Attended the Assistance to Firefighters Grant Program Workshop hosted by Congressman Smith's office. Received valuable information for obtaining grants in the future. Will set up meeting with the Chiefs to discuss needed of the district.

**Unfinished Business:**

January 1<sup>st</sup> Meeting The meeting for January 1 was discussed as it is a holiday. After a discussion it was decided to cancel the meeting and handle all matters at the January 15<sup>th</sup>, 2020 meeting and budget hearing.

**New Business:**

Business Administrator Gargano Commissioner Bierbaum advised that this was Business Administrator Gargano's last meeting. The board thanked Business Administrator Gargano for all her years of service to the district and wished her well in all her future endeavors.

Township Radio Approval The Township was looking for approval from the District to agree to move onto the new township system with the Township paying the entire cost and the board to allow them to place a monopole on the property of Warner Street owned by the Board. After a discussion, a motion was made by Commissioner Duff, seconded by Commissioner Willson to send the Township a letter with a Tentative agreement to use the property for a monopole radio tower pending clarification of the system and with the agreement that it would only be used for Public Safety.

Roll call vote; Aye: Mr. Duff, Mr. Willson, Mr. Bierbaum, Mr. Geoghegan.  
Nay: None.

Emergency Reporting Commissioner Bierbaum advised he had a discussion with John Novak from District 1 about using Emergency Reporting. Business Administrator Carson advised he has knowledge of the software and will work with the Chiefs on using it in the future for District 2.

Budget Transfer Resolution A resolution adopting Budget Line Transfers was introduced by Commissioner Bierbaum, seconded by Commissioner Willson.

Roll call vote; Aye: Mr. Duff, Mr. Willson, Mr. Bierbaum, Mr. Geoghegan.  
Nay: None.

IAM Responding Contract A 1-year Contract in the amount of \$800 to use IAM Responding for 2020 was approved on a motion made by Commissioner Willson, seconded by Commissioner Duff.

Roll call vote; Aye: Mr. Duff, Mr. Willson, Mr. Bierbaum, Mr. Geoghegan.

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Nay: None.

Public Agency Compliance Officer Resolution A resolution appointing Timothy J. Carson as the Public Agency Compliance Officer was introduced by Commissioner Willson, seconded by Commissioner Duff.

Roll call vote; Aye: Mr. Duff, Mr. Willson, Mr. Bierbaum, Mr. Geoghegan.  
Nay: None.

Adjournment – A motion to adjourn the meeting was offered by Mr. Duff, seconded by Mr. Willson.

Roll call vote; Aye: Mr. Duff, Mr. Willson, Mr. Bierbaum, Mr. Geoghegan.  
Nay: None.

The meeting was adjourned at 7:53 p.m.

Respectfully submitted,



Craig Bierbaum  
Clerk

Resolution Appointing Public Agency Compliance Officer

December 18, 2019

WHEREAS, the Affirmative Action laws of the State of New Jersey, codified at N.J.S.A. 10:5-31 et seq., and the regulations promulgated by authority of those laws, N.J.A.C. 17:27, provide contract language and reporting procedures for entering into procurement, service, and construction contracts; and

WHEREAS, the regulations further provide for the annual designation of an officer or employee of every public agency to serve as a Public Agency Compliance Officer (PACO) who will be responsible for coordinating the reporting procedure from contractors and to generally supervise the compliance procedures regarding the Affirmative Action laws and regulations; and

WHEREAS, the regulations further require the Board, on or before January 10<sup>th</sup> of each year, to notify the Division of Public Contracts Equal Employment Opportunity Compliance within the New Jersey Department of the Treasury, on the Division's official designation form (attached), of the officer or employee who has been designated as the District's PACO, even if the designation from the previous year has not changed.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

1. Business Administrator Timothy J. Carson be and is hereby appointed Public Agency Compliance Officer of Toms River Fire Commissioners, District No. 2 through December 31, 2020.
2. The Board Clerk shall, beginning at the December 2020 Board meeting, and at every second meeting in December thereafter, bring forward a resolution to formally designate the District's PACO for the next calendar year.
3. The Board Clerk shall, immediately upon approval of this resolution, and prior to January 10<sup>th</sup> of each year, notify the Department of the Treasury, Division of Public Contracts Equal Employment Opportunity Compliance, by use of the attached form, of the identity of the District's most recently designated PACO.

CERTIFICATION

I, Craig Bierbaum, Clerk of the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on December 18, 2019.

  
CRAIG BIERBAUM, CLERK

**Resolution**

December 18, 2019

**Authorization of Budget Transfers and Encumbrances**

WHEREAS, it has become necessary for the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean to undertake certain transfers and encumbrances relative to the current Commissioners' budget in order to reflect monies expended or encumbered to date by the Commissioners; and

WHEREAS, this resolution shall serve as authorization for said budget transfers and encumbrances as noted herein.

NOW, THEREFORE, be it RESOLVED by the Commissioners of Fire District No. 2 in the Township of Toms River, County of Ocean as follows:

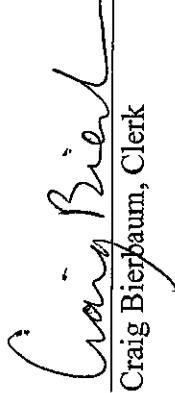
(1) The following budget transfers and encumbrances are approved by the Commissioners within the Operating Appropriations portion of the budget:

**Monies transferred between the following line items:**

From Operation, Insurance	\$4,000.00
From Operation, Conference	<u>\$4,000.00</u>
Total	8,000.00
To Administration, Advertising	\$1,000.00
To Operation, Communications	\$5,000.00
To Operation, Physicals	<u>\$2,000.00</u>
Total	8,000.00

CERTIFICATION

I, Craig Bierbaum, Clerk of the Commissioners, of Fire District No. 2 in the Township of Toms River, County of Ocean hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Commissioners held on December 18, 2019.

  
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Craig Bierbaum, Clerk