

Toms River Fire Commissioners, District No. 2

Minutes

Wednesday, November 6, 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.

Audit – Mr. Brian Logan of Suplee, Clooney and Company was present to discuss the 2018 audit. He stated that the records are kept in good order, and the level of cooperation was very good; the auditor's opinion letter gave the fire district the highest opinion level, and there were no findings in the audit. Commissioner Geoghegan asked if there is a recommendation on how much the fund balance should be. Mr. Logan said not unless the Board wants to create a policy.

Life Insurance Changes/Options on the LOSAP Program – Brent Hanson of VFIS was present and discussed the life insurance changes/options on the LOSAP program; he stated that we currently have Universal Life. He stated that a Group Term Policy is less expensive; there is a limit in New Jersey on how much insurance you can provide. He stated that self-insuring is a risk; you have to set aside a certain amount of money. He stated that we currently have \$16,500 in coverage which costs approximately \$18,000; whereas, the same coverage with a Group Term Policy would cost approximately \$9,754. He stated that the self insurance option would be approximately the same cost as the Group Term, but the Group Term would be tax free to the beneficiary; and coverage could be raised to \$25,000 for a \$14,777 premium; the self-insurance contribution needed would be one half of the \$18,000 premium that we currently pay. He stated that the elimination of the life insurance from LOSAP is effective January 1, 2020.

Minutes of the October 16, 2019 meeting were approved on a motion offered by Mr. Duff, seconded by Mr. Bierbaum 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.

Minutes of the October 29, 2019 special meeting were approved on a motion offered by Mr. Willson, seconded by Mr. Bierbaum 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 #9681 dated October 23, 2019 in the amount of \$2,350 from Pleasant Plains Fire Dept. for reimbursement of insurance for September and October 2019.

Receive check #48853 dated October 24, 2019 in the amount of \$636.21 from Nottingham Insurance for return of premium for deletion of 1994 Rescue Truck.

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.

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Aish Fire Protection	272.00	Rock-N-Rescue	95.00
Asbury Park Press	54.20	Silverton Vol. Fire Company	62,650.00
Blue Cross Blue Shield	2,744.71	Toshiba	29.19
Richard M. Braslow, Esq.	37.00	Verizon Wireless	532.20
Comcast	302.08	Asbury Park Press	53.24
Continental Fire & Safety Inc.	11,913.20	BDM Electric	7,960.00
Darlene Gargano	72.48	Coastal Window Tinting & Signs	550.00
Grainger	58.98	Darlene Gargano (Petty Cash)	95.75
Hartford	218.38	Signal Control	145,887.50
Hoover Truck	132.72	Verizon	38.25
Lanigan Associates Inc.	54.96	Blaze Emergency Equipment LLC	1,400.00
Monmouth County Fire Academy	400.00	ERS Fleet Repair Inc.	170.00
New Jersey Natural Gas	51.47	Paychex	130.95
Pleasant Plains Fire Dept.	60,817.00	Service Tire	920.00
Premier Supplies	35.06	The Star Ledger	122.55
Riggins	1,755.75	Suplee, Clooney and Company	17,500.00
Total \$317,054.62			

Correspondence – Correspondence has been provided to all commissioners.

Communications – Commissioner Bierbaum reported that he recommends hiring a consultant to evaluate our computers and network security, inscription, backup, and network server in the building.

Apparatus – Commissioner Willson reported that he is working on contacting EZPass to add 2931 and 2913 to Silverton's EZPass account.

Fire Prevention Bureau – Commissioner Bierbaum reported that contract negotiations are ongoing, but they are stagnated at this time. Commissioner Geoghegan reported that we are waiting for a response from their attorney.

Fire Academy: Commissioner Duff reported the following:

- Firefighter I & II is in progress.
- Budget figures should be in by next meeting

Purchasing – Purchasing Agent Gargano reported that the pick-up truck for Silverton should be in approximately November 25th.

Awards Ceremony – Commissioner Bierbaum reported that the Awards Ceremony is December 10, 2019 for the officers' induction.

Substation:

- Commissioner Bierbaum reported that the gutters were cleaned out by Pleasant Plains Fire Dept.
- Commissioner Duff reported that the LED lights were installed in the truck bay.

Fire Officers' Association – Commissioner Bierbaum reported that he asked for input from Fire District #1 and Fire District #2 officers relative to the representatives from each fire district. He reported that Brian Doyle was the representative from Fire District #2, but he is no longer. Commissioner Bierbaum asked if Fire District #2 needs a District #2 representative. The Chiefs responded "no."

Silverton report – Asst. Chief Geoghegan reported the following:

- 2909 is being fixed at ERS
- 2911 will be repaired once the budget transfers are made
- Cases approved – order three of them

Pleasant Plains report – Chief Roman reported the following:

- 3065 had the P/M service done by Sutphen. The relief valve needs to be replaced.

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- New tires were installed on 3000
- Generator on 3041 must be removed to send out for repair; the cost will be at least \$3,000. They will check to see if it is under warranty. The generator is not putting out enough volts; it is putting out 90V, and it should be putting out 120V.
- Arrangements will be made to repair brakes on 3010 .
- Commissioner Bierbaum reported that Matt Janora did not get the cancer screen. Commissioner Bierbaum suggests that if a firefighter chooses not to get the cancer screening done, that should be optional.

A motion was offered by Mr. Bierbaum, seconded by Mr. Willson that if a firefighter would like to opt out of getting the cancer screen, the firefighter would not be taken off active firefighting duties. Commissioner Duff suggested that if they refuse, they should sign a waiver.

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

- Chief Roman reported that Pleasant Plains Fire Dept. was dispatched to a fire; however, when they got there Hotzolah dropped foam on it and left – but there was still smoke in the house.

Business Administrator report – Business Administrator Gargano reported that 3061 did not sell on govdeals; no bids were received; Brindlee stated that due to the age of the vehicle, they would probably not give us anything near the amount that we would want. We have the option of asking the person who offered the highest price on govdeals.

A motion was offered by Mr. Willson, seconded by Mr. Duff to offer to sell the 1996 Sutphen Pumper truck to the highest bidder from the last time the truck was put on govdeals for the price they offered; if that person is not interested, the Board agreed to re-list it for \$8,500.

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

Unfinished Business:

2020 Budget:

- Business Administrator advised that the Board has to decide on the budget amount for each fire company's firefighting equipment line item and radio line item.
- Commissioner Bierbaum suggested that hydrants for Lake Ridge at approximately \$13,500 and Greenbriar at approximately \$15,300 be eliminated from the budget. Commissioner Geoghegan suggested that if the budget fails, we might want to then reduce the hydrant line item by those amounts.
- Commissioner Bierbaum suggested increasing the rent. Commissioner Duff said that he spoke to President Cocco, and they were supposed to get back to the Board on the going rate for square footage. Commissioner Bierbaum stated that he would like to increase their rents by \$500 per month for Silverton and \$800 per month for Pleasant Plains.

New Business:

Group Life Insurance offered by VFIS – A motion was offered by Mr. Bierbaum, seconded by Mr. Duff to approve going with the Group Life Insurance policy offered by VFIS to replace the insurance currently offered as part of the LOSAP policy.

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

Duty Crew Stipend – Commissioner Bierbaum suggested that we budget for 80 members with a maximum payout of \$300 per quarter per person which would come to \$96,000.

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Resolution for the approval of the Governing Body Certification of the Annual Audit was introduced by Mr. Duff, seconded by Mr. Willson (attached).

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

Resolution for the Authorization of Budget Transfers and Encumbrances was introduced by Mr. Duff, seconded by Mr. Willson (attached).

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

Closed Session – A resolution was introduced by Mr. Duff, seconded by Mr. Willson to go into closed session at 8:50 p.m..

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

WHEREAS, PL-1975 Chapter 231 allows for meetings in closed session on matters of personnel; and

WHEREAS, the commissioners have matters to discuss concerning labor contract negotiations;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN go into closed session to discuss this matter as permitted by the open public act and that the results of this closed session be available to the general public upon the completion of the acceptance of the minutes at the next regular meeting and at such time as this matter in closed session is resolved.

Resume Regular Session – A motion was offered by Mr. Duff, seconded by Mr. Willson to resume regular session at 9:20 p.m..

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 9:20 p.m..

Respectfully submitted,

Craig Bierbaum
Clerk

**GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT
RESOLUTION**

WHEREAS, N.J.S.A. 40A: 5A-15 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2018 has been filed by a Registered Municipal Accountant with the District Chairman pursuant to N.J.S.A. 40A: 5A-17, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, at a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, at a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

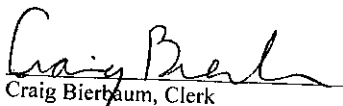
WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Commissioners of the Toms River Fire Commissioners District No.2, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON NOVEMBER 6, 2019.


Craig Bierbaum, Clerk

Resolution

November 6, 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:

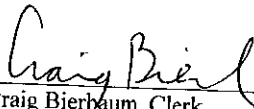
(1) The following budget transfers and encumbrances are approved by the Commissioners within the Operating Appropriations portion of the budget:

Monies transferred between the following line items:

From Administration, Equipment & Repairs	\$4,500.00
From Operation, Insurance	\$33,500.00
To Administration, Election Expenses	\$3,500.00
To Administration, Health Protection	\$1,000.00
To Operation, Supplies	\$20,000.00
To Operation, Communications	\$2,000.00
To Operation, Physicals	\$1,500.00
To Maintenance, Equipment Repairs	\$10,000.00

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
November 6, 2019.


Craig Bierbaum, Clerk