

Toms River Fire Commissioners, District No. 2

Minutes

DATE June 2, 2021

A regular meeting of the Toms River Fire Commissioners, District No. 2 was called to order at 17:30 hrs. at the Silverton Firehouse, 15 Kettle Creek Road, Toms River, New Jersey. Chairman Britton 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. Britton, Mr. Duff, Mr. Heroy,
Mr. Quinlisk, Mr. Willson

Absent:

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 was taken; Present: Mr. Britton, Mr. Duff, Mr. Heroy,
Mr. Quinlisk, Mr. Willson

Nay:

Cash Receipts:

Received check #7157431 dated 05/17/21 in the amount of \$44.11 from Staples from invoice #31161 and PO 2270 dated 11/09/20.

Received check #10922 dated 05/27/21 in the amount of \$1,089.82 from the Silverton Volunteer Fire CO. #1.

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

Roll call was taken; Present: Mr. Britton, Mr. Duff, Mr. Heroy,
Mr. Quinlisk, Mr. Willson

Nay:

4x Technology	7,210.40	Hartford	119.31
Atlantic IT Solutions	200.00	Nancy Dunham	300.00
Bank of America	130.78	NJ Fire Equipment	36,720.00

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Blue Cross	5,835.83	Ozane	183.00
Richard Braslow ESQ	100.00	Service Tire	682.50
Timothy Carson	62.46	Suez Water	1,767.25
Comcast	289.60	The Stress Center	38.00
Continental	922.34	Verizon Wireless	349.82
ERS	144.99	Winner Ford	80,318.00
ERS	2,134.82	Bank of America	29.71

Total \$137,538.81

Correspondence: Correspondence has been provided to all commissioners

Apparatus: Commissioner Willson reported the in station compressor that runs the plymovent system is Out of Service.

Fire Academy: Commissioner Willson reported Director Hannson is requesting to have the academy cleaned weekly instead of every other week due to increased usage. Motion by Mr. Willson, seconded by Mr. Duff to move ahead with cleaning weekly.

Roll call was taken; Present: Mr. Britton, Mr. Duff, Mr. Heroy, Mr. Quinlisk, Mr. Willson

Nay:

First Aid: Commissioner Quinlisk reported we will be meeting with the Pleasant Plains First Aid Squad to discuss the annual agreement.

Purchasing: Administrator Carson reported the following:

Stokes basket and bridle ordered for new Rescue

Awards Program: Commissioner Britton reported we received the annual LOSAP pre valuation which we will be distributing out to the Chief. A discussion was held about scheduling the meeting to move forward with the LOSAP policy. Thursday June 10 at 6pm is the tentative date.

Substation: Commissioner Britton reported the door system has been updated and the issue with the rear door has been corrected.

Silverton Report: Chief Sinnott reported the air compressor is being worked on. He inquired on the status of the exterior firefighter policy. Commissioner Britton advised we will have something for the next meeting.

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Pleasant Plains report: Chief Roman reported 3059 is back in service with new brakes. There were a few fires this month which all went well.

Business Administrator's report: Administrator Carson reported the following:

1. **Radio Consoles-** sign off meeting held Tuesday June 1 on new consoles
2. **Generator PPFD-** had a circuit board short out during power outage. Cooper came out to repair the system.
3. **Lakeland Bank-** Signature cards being signed tonight to open new account after resolutions are passed.
4. **Expeditions-** 2 new expeditions received and added to the insurance policy. Awaiting Elite to upfit them.
5. **Demo Hose-** Silverton Fire Company requested Demo hose from Continental. Approved awaiting delivery to try it out.

New Business:

Update the Cash Management Fund Resolution A motion was made to pass the updated resolution adding Lakeland Bank to the Cash Management fund by Mr. Willson, seconded by Mr. Duff.

Roll call vote; Aye: Mr. Duff, Mr. Quinlisk, Mr. Heroy, Mr. Willson, Mr. Britton.
Nay: None.

Lakeland Bank Resolution A motion naming Lakeland Bank as a depository for funds of the district was made by Mr. Quinlisk, seconded by Mr. Willson.

Roll call vote; Aye: Mr. Duff, Mr. Quinlisk, Mr. Heroy, Mr. Willson, Mr. Britton.
Nay: None.

Pleasant Plain Brush Trucks Chief Roman addressed the board stating the brush trucks are both aging quickly. 3069 is 37 years old and 3059 is 28 years old. After a discussion about what to do with the truck a motion was made by Mr. Willson, seconded by Mr. Quinlisk to put 3069 up for sale on Gov Deals with a minimum threshold of \$10,000.

Roll call vote; Aye: Mr. Duff, Mr. Quinlisk, Mr. Heroy, Mr. Willson, Mr. Britton.
Nay: None.

Advertisement for Bureau Clerk Position Jacklyn Depasquale has resigned from her position as a clerk in the bureau. A motion was made by Mr. Quinlisk, seconded by Mr. Duff to accept her resignation.

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Roll call vote; Aye: Mr. Duff, Mr. Quinlisk, Mr. Heroy, Mr. Willson, Mr. Britton.
Nay: None.

A motion was then made by Mr. Willson, seconded by Mr. Heroy to advertise the position with the agreement of District 1.

Roll call vote; Aye: Mr. Duff, Mr. Quinlisk, Mr. Heroy, Mr. Willson, Mr. Britton.
Nay: None.

Closed Session: A resolution was introduced by Mr. Quinlisk seconded by Mr. Duff to go into closed session at 19:47 hrs.

Roll call vote; Aye: Mr. Duff, Mr. Quinlisk, Mr. Heroy, Mr. Willson, Mr. Britton.
Nay: None.

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

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 these matters 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. Quinlisk, seconded by Mr. Heroy to resume regular session at 20:28 hrs.

Roll call vote; Aye: Mr. Duff, Mr. Quinlisk, Mr. Heroy, Mr. Willson, Mr. Britton.
Nay: None.

A motion was made by Mr. Quinlisk, seconded by Mr. Heroy to approve hiring to Full Time Fire Inspectors and salaries will be finalized at the joint board meeting.

Roll call vote; Aye: Mr. Duff, Mr. Quinlisk, Mr. Heroy, Mr. Willson, Mr. Britton.
Nay: None.

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A motion was made by Mr. Quinlisk, seconded by Mr. Heroy to approve creating a per diem list of Fire Inspectors and salaries will be finalized at the joint board meeting.

Roll call vote; Aye: Mr. Duff, Mr. Quinlisk, Mr. Heroy, Mr. Willson, Mr. Britton.
Nay: None.

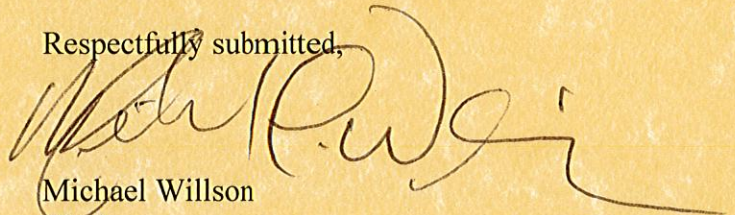
A motion was made by Mr. Quinlisk, seconded by Mr. Heroy to approve hiring a Full Time Bureau Clerk with the salary to be finalized at the joint board meeting.

Roll call vote; Aye: Mr. Duff, Mr. Quinlisk, Mr. Heroy, Mr. Willson, Mr. Britton.
Nay: None.

A motion was made to increase the per diem salary for the dispatchers which will be finalized at the joint board meeting.

The meeting was adjourned at 20:30 hrs.

Respectfully submitted,



Michael Willson
Clerk

RESOLUTION

JUNE 2, 2021

Adoption of Cash Management Fund

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

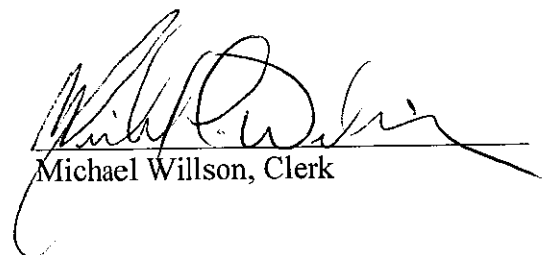
WHEREAS, Subchapter 3, Section 5:31-3.1(a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository the State of New Jersey Cash Management Fund or a public depository or depositories;

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. This resolution shall act as a formal adoption by the Commissioners of a cash management plan, which shall allow for official depositories of the Commissioners to be the State of New Jersey Cash Management Fund and/or Wells Fargo, M & T Bank, and Investors Savings Bank, Kearny Federal Savings Bank, and Manasquan Savings Bank, Shore Community Bank, Sun National Bank, Santander and Lakeland Bank.

CERTIFICATION

I, Michael Willson, 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 June 2, 2021.


Michael Willson, Clerk

RESOLUTION

June 2, 2021

Certified Copy of Corporate Resolution for Government

The undersigned hereby certifies that he is Clerk of Toms River Fire Commissioners, District No. 2 of the Board of Fire Commissioners, Toms River, District No. 2 and that the following is a true and correct copy of certain resolutions of the Board of Fire Commissioners, Toms River, District No. 2 duly adopted at a meeting of the Board held on June 2, 2021 which are still in effect, and that the same are in conformity with the organic documents of the Corporation.

Authorization of Depository

RESOLVED, that Lakeland ("Bank") is hereby designated as a depository for the funds of the Corporation and is hereby authorized to accept for the deposit to the credit of this Corporation in such account or accounts, as the Treasurer of this Corporation shall designate from time to time, monies, checks, drafts, notes, acceptances, or other evidences of indebtedness.

Authorization to Withdraw and Transfer Funds

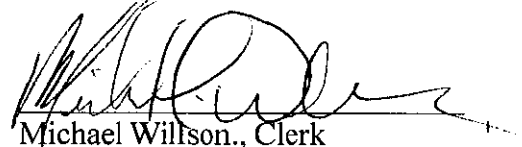
FURTHER RESOLVED, that the Bank is authorized to make payments from the fund of this Corporation on deposit with it, upon and according to the check, draft, bill of exchange, acceptance or other written instrument or direction of this Corporation signed by any **three** of its following officers or designated agents (indicate below only the Title of Officers and the Names of Designated Agents other than Officers, if any, authorized to sign or countersign): three (3) of the five (5) following: Kevin W. Britton – Chairman, Joseph Duff -- Treasurer, Michael Willson. – Clerk, James Quinlisk, Asst. Clerk, and Richard Heroy – Commissioner-at-large.

Whether the same be payable to the order of or in favor of any officer or signer or otherwise, and whether the same be deposited to the individual credit of or tendered in payment of the obligation of any officer or signer or otherwise; that the foregoing authorized persons may otherwise transfer, or enter into agreements with the Bank concerning the transfer of the funds of this Corporation, whether by telephone, telegraph or any other manner whatsoever, likewise without liability to the Bank concerning the disposition or the purpose of such transfers; and that any **three** of the foregoing authorized persons may countermand payment of any such written instrument or such authorization to transfer funds by either oral or written direction to the Bank.

FURTHER RESOLVED, that the above authorizations shall continue and remain in full force and effect until notice of their revocation by Resolution of the Board has been received in writing by the Bank, and that this Corporation hereby guarantees to the Bank as depository, the payment of all checks, drafts, notes, acceptances or other evidences of indebtedness which may at any time be deposited without the endorsement of the

Corporation appearing thereon, and, further, that the certification of these resolutions by an officer of this Corporation shall bind it upon this guaranty, and, further, that the Secretary is hereby authorized and directed to certify to the Bank, from time to time, the names of the officers or agents authorized to sign on behalf of this Corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Corporation this date of June 2, 2021.



Michael Willson., Clerk