

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

**Minutes**

**DATE August 3, 2022**

A regular meeting of the Toms River Fire Commissioners, District No. 2 was called to order at 19:30 hrs. at the Pleasant Plains Firehouse, 40 Clayton Avenue Toms River, New Jersey. Commissioner Heroy 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. Heroy, Mr. Seiders, Mr. Willson

Absent: Mr. Duff, Mr. Britton

Minutes of the previous meeting were approved on a motion offered by Mr. Willson, seconded by Mr. Seiders, 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. Heroy, Mr. Seiders, Mr. Willson

Nay:

**Cash Receipts:**

Received check #000290 dated 07/13/22 in the amount of \$37,442.50 from the Toms River Fire Commissioners for June 2022 Revenue.

Received check #0000036501 dated 07/15/22 in the amount of \$1,405.25 from the Glatfelter Claims Management, INC for 2018 Rosenbauer Pumper Vin 2198 exhaust repairs.

Received check #0000036498 dated 07/15/22 in the amount of \$140.31 from the Glatfelter Claims Management, INC for 2007 Sutphen Aerial VIN 3060 mud flap repairs.

Received check #5330 dated 07/15/22 in the amount of \$27,891.00 from Gov Deals for the sale for 2911.

Received check #116022 dated 06/22/22 in the amount of \$744,349.90 from the Toms River Fire Commissioners for Fire District Tax Due 07/01/22.

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

Roll call vote; Aye: Mr. Heroy, Mr. Seiders, Mr. Willson

Nay:

1 <sup>ST</sup> Choice	7,521.00	Jersey Coast Fire Equipment	1,816.75
4x Technology	495.32	Meridian	585.00
911 Safety Equipment	2,538.06	Nancy Dunham	300.00
Action Termite & Pest Control	120.00	New Jersey Fire Equipment	138.77
Atlantic IT	250.00	NJNG	45.74
Bank of America	659.72	County of Ocean	3,117.62
Clean Air Company	1,738.78	Ocean Security Systems	227.50
Comcast	258.97	Prestige Car Wash	88.84
Continental Fire & Safety	1,000.00	PrimePoint	168.75
Cooper Power System	1,615.34	Rackspace	733.95
County Line Hardware	99.00	Retro Fitness	145.00
Electronic Measurements	98.99	Riggins	2,370.57
Elite Vehicle	1,015.86	Skylands	43,234.71
ERBE Builders	2,795.00	Suez	19,388.94
ERS	13,057.59	T-Mobile	246.48

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Fire Store	1,043.50	TASC	375.00
Hartford	119.31	Toshiba	60.36
Henry Schein INC	263.88	Toms River #1	119,341.76
Home Depot	42.11	Toms River Fitness	100.00
Hydra Ram Unlimited	159.23	Verizon Wireless	456.40
JCP&L	351.12	West Publishing	348.00
		State Health Care Benefits	4,608.80

**Total \$233,141.72**

**Correspondence:** Correspondence has been provided to all commissioners.

**Apparatus:** Mr. Seiders reported that 3033 is back in service, 3041 radiator hose was repaired and 3065 was repaired. Mr. Willson reported that the Preventive Maintenance is in progress at St. 29.

**Insurance:** Administrator Carson reported that we were sent a bill for \$4,406.00. Administrator Carson protested the bill, and it went to audit, after they did the audit, they were incorrect instead of us owing \$4,406.00 they owe us \$8,300.00.

**Fire Prevention Liaison:** Mr. Seiders and Mr. Willson reported progress.

**Fire Academy:** Mr. Willson and Mr. Seiders reported progress. Mr. Heroy then reported just a reminder that graduation for FF1 & FF2 is this Monday and 18:30 hrs.

**Purchasing:** Administrator Carson reported the following:

Training Tourniquets in and class is scheduled

Price received for Plymovent for 3007 and 3059. Will need to be review.

Magnetic Mics Clips \$40 need 24

Station 29 need 13 firefighting \$1,274.00 and 9 extrication gloves \$510.00

AED Batteries and Adult Pads \$2,158.12

There was a motion made by Mr. Willson, seconded by Mr. Seiders to purchase the following magnetic mic clips, firefighting and extrication gloves and AED batteries and adult pads.

Roll call vote;      Aye: Mr. Seiders, Mr. Heroy, Mr. Willson  
Nay:

**Substation:** Administrator Carson reported that that we need some help with general clean up and gutter cleaning.

Chief Janora asked about looking into getting an ice machine. Mr. Heroy reported that it is already being addressed. Administrator Carson asked if we could get a motion to purchase one if we keep it under \$2,000.00.

There was a motion made by Mr. Willson, seconded by Mr. Seiders to purchase an ice maker if it is under \$2,000.00.

Roll call vote;      Aye: Mr. Seiders, Mr. Heroy, Mr. Willson  
Nay:

**Silverton Report:** Chief Keating reported that they are having problems with scheduling appointments with the physicals,

**Pleasant Plains report:** See attached Report.

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

**Toms River Fire Commissioners, District No. 2**  
**Minutes**  
**DATE August 3, 2022**

1. **North End Radio Issue-** Equipment will be installed by Wireless Communications once cabinet is received
2. **Radio System-** meeting held with township. All 7 bid packages being finalized to go out. The Fire Radios are part of Bid package 6 which will be combined with Bid Package 5 PD Radios.
3. **Opticom-** received quotes to have spare parts in stock. Will be put into next year's budget.
4. **Army Truck-** Still trying to locate a replacement
5. **Physicals-** underway and receiving results.
6. **LOSAP-** filed for 2021
7. **Knox Boxes-** all installed and up and running. SOG to be approved
8. **First Aid Meeting-** will be meeting with Pleasant Plains First Aid to talk

**New Business:**

**Joint Chiefs Request Dispatch Protocol**

There was a motion made by Mr. Willson, seconded by Mr. Seiders for the Joint Chiefs Request Dispatch Protocol.

Roll call vote;      Aye: Mr. Seiders, Mr. Heroy, Mr. Willson  
Nay:

**Declaration of surplus equipment**

There was a motion made by Mr. Willson, seconded by Mr. Seiders for the Declaration of Surplus Equipment.

Roll call vote;      Aye: Mr. Seiders, Mr. Heroy, Mr. Willson  
Nay:

**Approval of Knox Box SOG**

There was a motion made by Mr. Willson, seconded by Mr. Seiders for Approval of Knox Box SOG.

Roll call vote;      Aye: Mr. Seiders, Mr. Heroy, Mr. Willson  
Nay:

**Resolution Authorizing Atlantic IT Solutions Joint Board**

There was a motion made by Mr. Willson, seconded by Mr. Seiders for the Resolution Authorizing Atlantic IT Solutions Joint Board.

Roll call vote;      Aye: Mr. Seiders, Mr. Heroy, Mr. Willson  
Nay:

**Resolution Promotion of Matthew Janora to Assistant Bureau Chief**

There was a motion made by Mr. Willson, seconded by Mr. Seiders for the Resolution Contract AC and Lead of Bureau.

Roll call vote;      Aye: Mr. Seiders, Mr. Heroy, Mr. Willson  
Nay:

**Resolution Promotion of Dominick Roselli to Lead Inspector of Bureau**

There was a motion made by Mr. Willson, seconded by Mr. Seiders for the Resolution Contract AC and Lead of Bureau.

Roll call vote;      Aye: Mr. Seiders, Mr. Heroy, Mr. Willson  
Nay:

**SOG Live Burn Fire Academy**

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

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There was a motion made by Mr. Willson, seconded by Mr. Seiders for the SOG Live Burn Fire Academy.

Roll call vote;      Aye: Mr. Seiders, Mr. Heroy, Mr. Willson  
Nay:

**Closed Session:** A resolution was introduced by Mr. Willson, seconded by Mr. Seiders to go into closed session at 19:47 hrs.

Roll call was taken;    Present: Mr. Heroy, Mr. Seiders, Mr. Willson  
Nay:

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. Willson, seconded by Mr. Seiders to resume regular session at 20:22 hrs.

Roll call was taken;    Present:      Mr. Heroy, Mr. Seiders, Mr. Willson  
Nay:

**Physicals-** motion made by Mr. Willson, seconded by Mr. Seiders to remove mandatory obligation for physicals for 2022 to be revised for next year.

Roll call was taken;    Present: Mr. Heroy, Mr. Seiders, Mr. Willson  
Nay:

The meeting was adjourned at 20:25 hrs.

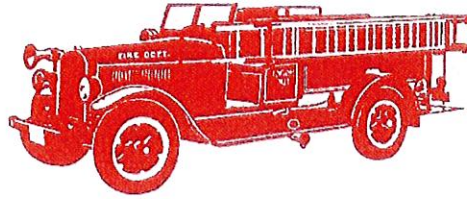
Respectfully submitted,



Michael Willson  
Clerk

# PLEASANT PLAINS VOLUNTEER FIRE DEPT.

Established 1926



40 Clayton Avenue  
Toms River, New Jersey 08755

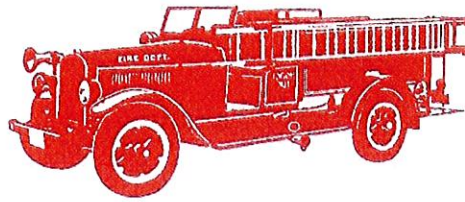
732-349-0808

Pleasant Plains Chiefs Report  
Commissioners meeting 8/3/2022

1. SCBA packs and Bottles
  - a. 4" PPF logo stickers have been delivered and Commissioner Seiders has started placing them on all SCBA bottles. This sticker will clearly identify a bottle that belongs to PPF and should resolve the issue of misplaced bottles in the future.
2. Trucks and Repairs
  - a. 3033 was returned to Rescue 1 for the remainder of the punch list items. The rescue has been returned and is in much better condition than before it went out. Thank you to the Commissioners and Administrator Carson for pushing Rescue 1 to make these repairs.
  - b. Several repairs have been made to the apparatus but as of today All units are up and running. The annual PM's are being completed by ERS and a list repairs will follow when they are done.
3. Meeting of the township Chiefs and Assistant chiefs
  - a. The Chiefs meetings continue to occur monthly. Positive changes are coming from these meetings and in turn fixing some "broken" topics within the fire department.
  - b. The most recent topic was the Technical Rescue Team, This topic generated a lot of questions so an additional meeting was scheduled for this month to finish up with them.
4. Turnout Gear
  - a. Approximately 11 sets of Turnout gear has been repaired and placed back in service. Most repairs were Velcro related, a few rips as well.
  - b. All new Turnout gear has been delivered and will be placed in service this week.

# PLEASANT PLAINS VOLUNTEER FIRE DEPT.

Established 1926



40 Clayton Avenue  
Toms River, New Jersey 08755

732-349-0808

5. Knox boxes
  - a. All Sta. 30 Knox boxes have been installed and all users are up and running. This system provides much more capability to track usage and operates independently from the radio system. This has been a great upgrade.
6. Administrator Carson continues to deliver equipment, manage schedule maintenance, place orders for requested equipment and repairs and has been a great help for me day to day.

Respectfully submitted,  
Matthew Janora  
Fire Chief



**RESOLUTION OF THE TOMS RIVER BOARD OF FIRE COMMISSIONERS DISTRICT NO. 1 AND  
THE TOMS RIVER BOARD OF FIRE COMMISSIONERS DISTRICT NO. 2, IN THE COUNTY OF  
OCEAN, STATE OF NEW JERSEY, AUTHORIZING CONTRACT TO ATLANTIC IT SOLUTIONS FOR  
INFORMATION TECHNOLOGY SERVICES AND REPAIRS FOR THE FIRE DISTRICTS IN THE  
AMOUNT NOT TO EXCEED \$7,524.00**

**AUGUST 3, 2022**

**WHEREAS**, there exists a need IT Service and Repairs for all computers and associated equipment owned by the Toms River Board of Fire Commissioners District No. 1 and Toms River Board of Fire Commissioners District No. 2; and

**WHEREAS**, the maximum amount of the contract to be awarded under this resolution shall not exceed \$7,524.00 for CY2022; and

**WHEREAS**, Atlantic IT Solutions located at 259 Washington Street, Toms River, NJ 08753 has provided references from other government entities and their references find their services to be professional and responsive:

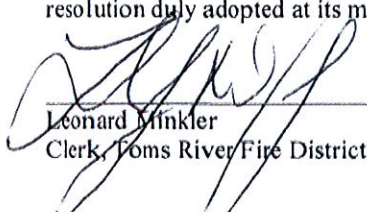
**NOW, THEREFORE, BE IT RESOLVED** by the Toms River Board of Fire Commissioners District No.1 and Toms River Board of Fire Commissioners District No. 2 of the Township of Toms River, County of Ocean, and State of New Jersey, as follows:

1. It hereby retains Atlantic IT Solutions, for the aforesaid purpose as outlined hereinabove, in the total maximum amount not to exceed \$7,524.00 for CY2022, commencing on August 4, 2022, up to and including July 31, 2023, and funds in the amount not to exceed \$7,524.00 are available.
2. The Purchasing Agent is authorized to execute an agreement with Atlantic IT Solutions, which is attached herewith as Schedule "A", and made part hereof. The agreement will be kept on file in the Toms River Board of Fire Commissioners District No. 1 Administration Office upon execution.
3. A certified copy of this resolution shall be provided by the Toms River Board of Fire Commissioners District No. 1 Administration Office to each of the following:
  - A. Clerk, Toms River Fire District No.1
  - B. Clerk, Toms River Fire District No.2
  - C. Atlantic IT Solutions

**SCHEDULE "A"**  
**"SEE ATTACHMENTS"**

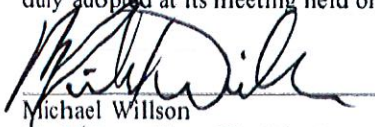
**CERTIFICATIONS**

I, Leonard Minkler, Clerk of the Township of Toms River Board of Fire Commissioners District No. 1, in the Township of Toms River, 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 the 3<sup>rd</sup> day of August, 2022.

  
Leonard Minkler  
Clerk, Toms River Fire District No.1

Date: 8.3.22

I, Michael Willson, Clerk of the Township of Toms River Board of Fire Commissioners District No. 2, in the Township of Toms River, 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 the 3<sup>rd</sup> day of August, 2022.

  
Michael Willson  
Clerk, Toms River Fire District No.2

Date: 8.3.22

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARDS OF FIRE  
COMMISSIONERS DISTRICTS NO. 1 AND NO. 2,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
HIRING MATTHEW JANORA  
AS ASSISTANT CHIEF INSPECTOR FOR THE TOMS RIVER TOWNSHIP BUREAU  
OF FIRE PREVENTION PURSUANT TO N.J.S.A. 40A:14-81.1 ET SEQ. AND  
N.J.S.A. 40A:14-31.2**

**August 3, 2022**

**WHEREAS**, N.J.S.A. 40A:14-81.1 provides that paid positions within the fire districts may be established and determined by the Commissioners of the Fire District No. 1 and No. 2; and,

**WHEREAS**, N.J.S.A. 40A:14-81.1 permits the Commissioners of the Fire Districts to hire persons, determine the terms, fix the compensation, and prescribe the powers, functions and duties of all paid positions established within said Fire Districts; and,

**WHEREAS**, N.J.S.A. 40A:14-31.2 outlines specific qualifications for hiring of paid positions within a Fire Districts; and,

**WHEREAS**, there is a need to hire an Assistant Chief Inspector to oversee Toms River Township Bureau of Fire Prevention

**WHEREAS**, the Fire Commissioners for Fire Districts No 1 and No. 2 have recommended the hire of Matthew Janora to the position of Assistant Chief Inspector; and,

**WHEREAS**, the Commissioners of Fire Districts No. 1 and No. 2 have reviewed the qualifications for the Assistant Chief Inspector position; and

**NOW, THEREFORE, BE IT RESOLVED** by the Boards of Fire Commissioners District No. 1 and No. 2, of Toms River Township as follows:

1. That Matthew Janora be and is hereby hired to the position of Assistant Chief Inspector for the Toms River Bureau of Fire Prevention.
2. The starting salary of \$92,500.00 dollars and said rate and terms and conditions of employment for this position shall be as determined by the Commissioners and as otherwise mandated by New Jersey Statutory law.



3. That all functions and duties of said position are outlined in offer of employment and may be redefined, increased, decreased or eliminated by resolution as the need for such services may arise as determined by the Commissioners of Fire Districts No. 1 and No. 2.
4. A certified copy of this resolution shall be provided by the Toms River Board of Fire Commissioners District No.1 Administration office to each of the following:
- A. Matthew Janora
  - B. Chief of the Bureau of Fire Prevention
  - C. Clerk, Toms River Fire District No.1
  - D. Clerk, Toms Rover Fire District No.2


**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 August 3<sup>rd</sup>, 2022.

  
Leonard Minkler, Clerk

8. 3 - 22  
Date:

I, Michael Willson, Clerk of the Toms River Township Fire Commissioners District No. 2, 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 August 3<sup>rd</sup> 2022.

  
Michael Willson, Clerk

8. 3 - 22  
Date:

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARDS OF FIRE  
COMMISSIONERS DISTRICTS NO. 1 AND NO. 2,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
HIRING DOMINICK ROSELLI  
AS LEAD INSPECTOR FOR THE TOMS RIVER TOWNSHIP BUREAU OF FIRE  
PREVENTION PURSUANT TO N.J.S.A. 40A:14-81.1 ET SEQ. AND N.J.S.A.  
40A:14-31.2**

**August 3, 2022**

**WHEREAS**, N.J.S.A. 40A:14-81.1 provides that paid positions within the fire districts may be established and determined by the Commissioners of the Fire District No. 1 and No. 2; and,

**WHEREAS**, N.J.S.A. 40A:14-81.1 permits the Commissioners of the Fire Districts to hire persons, determine the terms, fix the compensation, and prescribe the powers, functions and duties of all paid positions established within said Fire Districts; and,

**WHEREAS**, N.J.S.A. 40A:14-31.2 outlines specific qualifications for hiring of paid positions within a Fire Districts; and,

**WHEREAS**, there is a need to hire a Lead Inspector to oversee Toms River Township Bureau of Fire Prevention

**WHEREAS**, the Fire Commissioners for Fire Districts No 1 and No. 2 have recommended the hire of Dominick Roselli to the position of Lead Inspector; and,

**WHEREAS**, the Commissioners of Fire Districts No. 1 and No. 2 have reviewed the qualifications for the Lead Inspector position; and

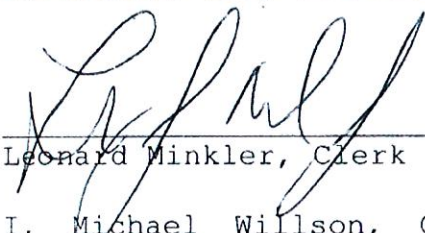
**NOW, THEREFORE, BE IT RESOLVED** by the Boards of Fire Commissioners District No. 1 and No. 2, of Toms River Township as follows:

1. That Dominick Roselli be and is hereby hired to the position of Lead Inspector for the Toms River Bureau of Fire Prevention.
2. The starting salary of \$84,115.00 dollars and said rate and terms and conditions of employment for this position shall be as determined by the Commissioners and as otherwise mandated by New Jersey Statutory law.

3. That all functions and duties of said position are outlined in offer of employment and may be redefined, increased, decreased or eliminated by resolution as the need for such services may arise as determined by the Commissioners of Fire Districts No. 1 and No. 2.
4. A certified copy of this resolution shall be provided by the Toms River Board of Fire Commissioners District No.1 Administration office to each of the following:
  - A. Dominick Roselli
  - B. Chief of the Bureau of Fire Prevention
  - C. Clerk, Toms River Fire District No.1
  - D. Clerk, Toms Rover Fire District No.2


**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 August 3<sup>rd</sup>, 2022.

  
\_\_\_\_\_  
Leonard Minkler, Clerk

8-3-2022  
\_\_\_\_\_  
Date:

I, Michael Willson, Clerk of the Toms River Township Fire Commissioners District No. 2, 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 August 3<sup>rd</sup> 2022.

  
\_\_\_\_\_  
Michael Willson, Clerk

8-3-2022  
\_\_\_\_\_  
Date: