

Toms River Fire Commissioners, District No. 2

Minutes

DATE November 2, 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. 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. Seiders, Mr. Willson

Absent:

Minutes of the previous meeting were approved on a motion offered by Mr. Heroy, 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. Britton, Mr. Duff, Mr. Seiders, Mr. Willson, Mr. Heroy
Nay:

Cash Receipts:

Received check #000296 dated 10/12/2022 in the amount of \$18,626.31 from the Toms River Fire Commissioners for 9/22 Bureau Revenue.

Received check #500308396 dated 10/28/2022 in the amount of \$238.62 from The Hartford for refund of overpayment.

Received check #117308 dated 10/26/2022 in the amount of \$9,898.35 from the Township of Toms River for SFSP Fire District #2,

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 vote; Aye: Mr. Britton, Mr. Duff, Mr. Seiders, Mr. Willson, Mr. Heroy
Nay:

Action Termite & Pest	120.00	NJ Fire Equipment	9,400.60
Atlantic IT	250.00	NJ Natural Gas	125.25
Bank of America	885.44	Prestige Car Wash	119.96
Richard Braslow ESQ	172.00	The Stress Center	133.00
Comcast	258.80	Toms River #1	262.75
ERS	930.43	Veolia	626.01
Nancy Dunham	375.00	Wireless	5,448.00

Total: \$19,107.24

Correspondence: Correspondence has been provided to all commissioners

Apparatus: Mr. Seiders reported that 3065 nozzle and valve is fixed and 3051 will be getting new gauges from Marion free of charge. Mr. Willson reported that 2906 is out of the water and undergoing preventive maintenance and 2931 headlight is in. Chief Keating reported that they are working on 2979. Administrator Carson reported that he did get a price for that tonight and get Preventive Maintenance.

Estimate for 2979 Preventative Maintenance \$2,073.06

There was a motion made by Mr. Willson, seconded by Mr. Duff to approve the Preventive Maintenance for 2979.

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

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Fire Prevention Liaison: Mr. Seiders reported that St. 30 did a lot of Fire Prevention for the month and Simi did great job with the kids and the adults. Administrator Carson reported that we should send note out to Chief Novak.

Fire Academy: Mr. Willson reported that working on issues and trying to get burn room and parking lot projects completed.

First Aid: Mr. Duff reported that no meeting PPFAS has been rescheduled.

Purchasing: Administrator Carson reported the following:

Request to purchase 6 recliners for Station 29 and 30 each total cost of \$11,504.40

There was a motion made by Mr. Seiders, seconded by Mr. Duff to purchase 6 recliners for Station 29 and Station 30.

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

Awards Program: Mr. Britton reported that we are still working on it.

Substation: Administrator Carson reported that the first guy came and is sending a price quote and we are waiting on 2 more for the gutters.

Fire Officers' Association: Chief Keating reported that we are still meeting with the Chiefs. Administrator Carson reported that we have not received the letter and Chief Keating reported that it is still being drafted. December 14, 2022, officers Christmas Party at St. 29.

Silverton Report: Chief Keating reported all is good.

Business Administrator's report: Administrator Carson reported working on additional quotes for Key Access Systems for all stations.

Unfinished Business:

Key Fob Systems- Administrator Carson reported that we are waiting for 2 more quotes, and it will have to be done next year.

New Business:

Resolution to appoint a temporary staff to Bureau

There was a motion made by Mr. Heroy, seconded by Mr. Duff to appoint a temporary staff to the Bureau.

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

Resolution to appoint a Full Time Bookkeeper/Clerk

There was a motion made by Mr. Willson, seconded by Mr. Heroy to appoint a full time Bookkeeper/Clerk.

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

Budget Transfers

There was a motion made by Mr. Heroy, seconded by Mr. Duff to approve the Budget Transfer.

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

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Nay:

Closed Session: A resolution was introduced by Mr. Heroy, seconded by Mr. Willson to go into closed session at 19:41hrs.

Roll call vote; Aye: Mr. Britton, Mr. Duff, Mr. Seiders, Mr. Willson, Mr. Heroy
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. Heroy, seconded by Mr. Willson to resume regular session at 20:37hrs.

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

There was a motion made by Mr. Heroy, seconded by Mr. Willson to approve the contract for the Bookkeeper/Clerk for 3 years January 1, 2023 to December 31, 2025

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

There was a motion made by Mr. Willson, seconded by Mr. Duff to approve the contract for the Business Administrator for 3 years January 1, 2023 to December 31, 2025

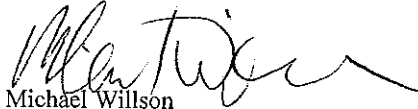
Roll call vote; Aye: Mr. Britton, Mr. Duff, Mr. Seiders, Mr. Willson, Mr. Heroy
Nay:

There was a motion made by Mr. Heroy, seconded by Mr. Seiders to approve a waiver for Rich Gorman waiving time in department for 1st Lieutenant and John Carolan for Truck Class as long as he completes current course he is enrolled in.

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

The meeting was adjourned at 20:40hrs.

Respectfully submitted,



Michael Willson
Clerk

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARDS OF FIRE
COMMISSIONERS DISTRICTS NO.1 AND DISTRICT NO. 2, COUNTY OF
OCEAN, STATE OF NEW JERSEY,
HIRING SAMANTHA PIERRE-LEWIS
AS TEMPORARY 120-DAY EMPLOYEE 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:14-81.2**

November 2, 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 Districts; 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:14-81.2 outlines specific qualifications for hiring of paid positions within a Fire Districts; and,

WHEREAS, there is a need to hire one (1) Temporary Data Entry Clerk for the Toms River Township Bureau of Fire Prevention,

WHEREAS, the Fire Commissioners for Fire Districts No. 1 and No. 2 have recommended the hire of Samantha Pierre-Lewis to the position of Temporary Data Entry Clerk; and,

WHEREAS, the Commissioners of Fire Districts No. 1 and No. 2 have reviewed the qualifications for the Data Entry Clerk position; and

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

1. That Samantha Pierre-Lewis be and is hereby hired to the position of Temporary Data Entry Clerk for the Toms River Bureau of Fire Prevention.
2. The starting hourly rate of \$20.00 and said rate and terms and conditions of employment for this temporary 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.

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 November 2, 2022.


Richard Tutela, Chairman


Leonard Minkler, Clerk

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 November 2, 2022.


Kevin Britton, Chairman


Michael Willson, Clerk

**RESOLUTION OF THE TOMS RIVER TOWNSHIP BOARD OF FIRE COMMISSIONERS
DISTRICT NO. 2, COUNTY OF OCEAN, STATE OF NEW JERSEY,
HIRING BRANDI MULHOLLAND
AS FULL TIME BOOKKEEPER/CLERK FOR THE TOMS RIVER TOWNSHIP BOARD OF
FIRE COMMISSIONERS DISTRICT NO.2 PURSUANT TO N.J.S.A. 40A:14-81.1 ET
SEQ. AND N.J.S.A. 40A:14-81.2**

November 2022

WHEREAS, N.J.S.A. 40A:14-81.1 provides that paid positions within the fire district may be established and determined by the Commissioners of the Fire District; and,

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

WHEREAS, N.J.S.A. 40A:14-81.2 outlines specific qualifications for hiring of paid positions within a Fire District; and,

WHEREAS, there is a need to hire one (1) Bookkeeper/Clerk for the Toms River Township Fire District No.2,

WHEREAS, the Fire Commissioners have recommended the hire of Brandi Mulholland to the position of Full Time Bookkeeper/Clerk; and,

WHEREAS, the Commissioners of Fire District No. 2 have reviewed the qualifications for the Bookkeeper/Clerk position; and

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

1. That Brandi Mulholland be and is hereby hired to the position of Full Time Bookkeeper/Clerk for Toms River Fire District No.2
2. The starting salary of \$42,500 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 District No. 2.

CERTIFICATION

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 November 2, 2022.



KEVIN BRITTON, CHAIRMAN



MICHAEL WILLSON, CLERK

Resolution

November 2, 2022

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:

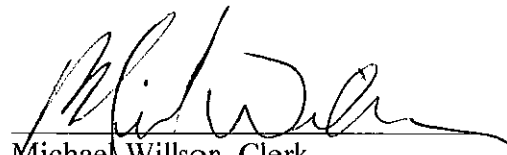
Monies transferred between the following line items:

From Administration, Office Staff Health Benefits	(\$27,000.00)
To Operation, LOSAP	27,000.00
From Administration, Election Notice and Ballots	(2,000.00)
To Administration, Telephone	2,000.00
From Administration, Legal Fee	(\$5,000.00)
To Maintenance, Equipment Repairs	5,000.00

From Operations, Fire School	(5,000.00)
To Maintenance, Gas and Oil	\$5,000.00
From Operations,Physicals	(\$1,000.00)
To Operations, Contingencies	\$1,000.00
From Operations, Outside Maintenance	(\$2,000.00)
To Operations, Inside Maintenance	2,000.00
From Operations, Parts and Supplies	(\$500.00)
To Operations, Water	500.00

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 November 2, 2022.



Michael Willson, Clerk