

Toms River Fire Commissioners, District No. 2

Minutes

DATE January 18, 2023

A regular meeting of the Toms River Fire Commissioners, District No. 2 was called to order at 17:00 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 was taken; Present: Mr. Britton, Mr. Duff, Mr. Heroy,
Mr. Seiders, Mr. Willson

Nay:

Cash Receipts:

Received check #46274 Toms River Fire District #1 in the amount of \$22,831.11 for Insurance Dividend, Misc Revenue, and Fire Academy Fee.

Received check #46274 from Fire Recovery USA, LLC in the amount of \$1,703.52 for Structure Fire Reimbursement.

Received check #000304 Toms River Fire District #1 in the amount of \$33,864.13 for December 2022 Bureau Revenue.

Received check #000306 Toms River Fire District #1 in the amount of \$5,410.38 for 2022 Dedicated Penalties.

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. Seiders, Mr. Willson

Nay:

4x Technology	495.32	JCPL	315.45
American Test Center	200.00	Keating	360.00
Amtrust	113,661.00	NJ Fire Equipment	10,336.00
Asbury Park Press	67.56	PPFD	27,971.50
Atlantic IT Solutions	250.00	Riggins	2,003.47
Bank Of America	84.99	SVFC	30,493.75
Cooper Power	1,108.34	T-Mobile	387.42
Crunch Gym	153.00	TR Fire District 1	104,267.58
Electronic Measurements	351.79	TR Fitness	245.00
ERS	5561.07	Veolia	676.66
Janora	360.00	NJ Healthcare Benefits	5,770.68

Total \$305,120.58

Correspondence: Correspondence has been provided to all commissioners

Communication/IT: Mr. Britton advised interview were underway for open positions available.

Apparatus: Mr. Seiders advised 3068 has the portable tank installed. Mr. Willson advised the knox boxes will be moved on 2931 and 2913 and the Opticom buttons will be installed on

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all trucks in Station 29. 2910 will be having the emergency lights replaced by Code 3 under warranty.

Substation: The old furniture from the day room will be offered to the Fire Academy for the maze prop. The pallets will also be taken to the academy for burning.

Silverton Report: Chief Keating was present and advised all is well with Station 29.

Pleasant Plains report: Chief Janora reported the Laptop for 3000 will be going out for repairs under warranty.

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

1. **Radio System-** order was confirmed. Awaiting next township meeting to start discussing channels

New Business:

Resolution to Adopt the 2021 Audit was introduced by Mr. Duff, seconded by Mr. Heroy (attached).

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

Posting of Bureau Clerical Position- A motion was offered by Mr. Willson, seconded by Mr. Duff to post the open full time position.

Plaque for John Novak- A motion was made by Mr. Seiders, seconded by Mr. Willson to purchase a plaque for Chief John Novak for his retirement and ask District 1 if they would like to split the cost.

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

Closed Session: A resolution was introduced by Mr. Heroy, seconded by Mr. Willson to go into closed session at 17:18 hrs.

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

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

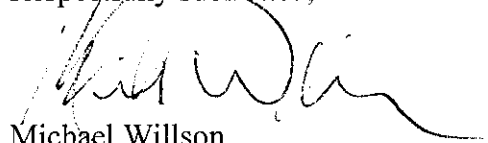
NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF FIRE DISTRICT NO. 2 IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN go into closed session to discuss these matters as permitted by the open public act and that the results of this closed session be available to the general public upon the completion 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 18:06 hrs.

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

The meeting was adjourned at 18:07 Hrs.

Respectfully submitted,



Michael Willson
Clerk

STATE OF NEW JERSEY
COUNTY OF OCEAN

We, the members of the governing body of the Toms River Fire Commissioners District No. 2, in the County of Ocean, being duly sworn according to law, upon our oath depose and say:

- 1. We are duly elected (or appointed) members of the Toms River Fire Commissioners District No. 2 in the County of Ocean;
- 2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual District Audit filed with the Chairman pursuant to N.J.S.A. 40A:5A-17 for the year 2021;
- 3. We certify that we have personally reviewed and are familiar with, at a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

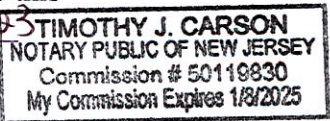
(L.S.)	<u><i>Kevin W. Burt</i></u>	(L.S.)
(L.S.)	<u><i>Richard Hecox</i></u>	(L.S.)
(L.S.)	<u><i>John E. Duff</i></u>	(L.S.)
(L.S.)	<u><i>Robert H. Sedgwick</i></u>	(L.S.)
(L.S.)	<u><i>Mike Wile</i></u>	(L.S.)

Mike Wile
Clerk

Sworn to and subscribed before me this

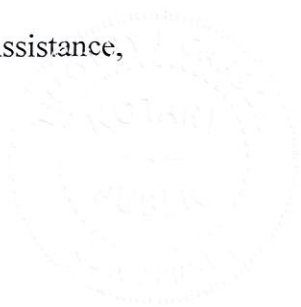
18th Day of January 2023

Timothy J. Carson
Notary Public of New Jersey



The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.



GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT
RESOLUTION 2023-_____

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 2021 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

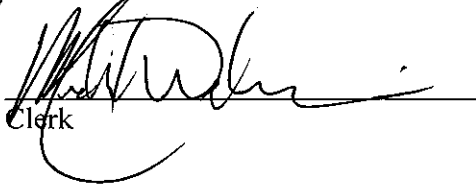
WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

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 January 18, 2023.


Clerk

SUMMARY OR SYNOPSIS OF AUDIT REPORT FOR PUBLICATION

SUMMARY OR SYNOPSIS OF AUDIT REPORT OF THE TOMS RIVER FIRE COMMISSIONERS DISTRICT NO. 2
FOR THE YEAR ENDED DECEMBER 31, 2021 AS REQUIRED BY N.J.S. 40A:5A-16

BALANCE SHEET GOVERNMENTAL FUNDS

FOR THE YEAR ENDED DECEMBER 31, 2021

	<u>General Fund</u>	<u>Capital Fund</u>	<u>Total Governmental Funds</u>
Assets:			
Cash	\$ 2,696,814.80	\$	\$ 2,696,814.80
Accounts Receivable	900,380.49		900,380.49
Interfunds Receivable		828,889.77	828,889.77
Total Assets	<u>3,597,195.29</u>	<u>828,889.77</u>	<u>4,426,085.06</u>
Liabilities and Fund Balance:			
Reserve for LOSAP Trust	58,470.90		58,470.90
Compensated Absences	17,826.92		17,826.92
PERS Payable	742.00		742.00
Interfunds Payable	828,889.77		828,889.77
Improvement Authorizations		330,603.97	330,603.97
Total Liabilities	<u>905,929.59</u>	<u>330,603.97</u>	<u>1,236,533.56</u>
Fund Balances:			
Restricted for:			
Capital Improvements		444,285.80	444,285.80
Assigned to:			
Subsequent Year's Budget	486,493.00	54,000.00	540,493.00
Unassigned	<u>2,204,772.70</u>		<u>2,204,772.70</u>
Total Fund Balances	<u>2,691,265.70</u>	<u>498,285.80</u>	<u>3,189,551.50</u>
Total Liabilities and Fund Balance	<u>\$ 3,597,195.29</u>	<u>\$ 828,889.77</u>	<u>\$ 4,426,085.06</u>

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS

FOR THE YEAR ENDED DECEMBER 31, 2021

	General Fund	Capital Fund	Total Governmental Funds
Revenues:			
Interest on Investments and Deposits	\$ 9,933.45	\$	\$ 9,933.45
Supplemental Fire Services Program	9,898.35		9,898.35
Amount to be Raised by Taxation	2,881,217.58		2,881,217.58
Total Anticipated Revenues	2,901,049.38		2,901,049.38
Miscellaneous	76,682.97		76,682.97
GASB 68 Pension Adjustment	113,882.00		113,882.00
GASB 75 OPEB Adjustment	45,667.00		45,667.00
Gain on Disposition of Capital Assets	30,446.39		30,446.39
Total Revenues	3,167,727.74		3,167,727.74
Transfers			
Reserve for Future Capital Outlays	(317,924.00)	317,924.00	
Capital Fund Balance Utilized	68,400.00	(68,400.00)	
Total Transfers	(249,524.00)	249,524.00	
Total Revenues and Transfers	2,918,203.74	249,524.00	3,167,727.74
Expenditures			
Administration	385,246.02		385,246.02
Cost of Operations and Maintenance	1,945,303.66		1,945,303.66
Appropriated for Duly Incorporated First Aid/Rescue Squad	5,552.00		5,552.00
Length of Service Award Program (LOSAP)			
Contribution (P.L. 1007, Ch. 388)	259,500.00		259,500.00
Capital Outlay	247,339.98	159,862.20	407,202.18
Total Expenditures	2,842,941.66	159,862.20	3,002,803.86
Excess (Deficit) of Revenues and Transfers			
Over Expenditures	75,262.08	89,661.80	164,923.88
Net Change in Fund Balance	75,262.08	89,661.80	164,923.88
Fund Balance Beginning of Year	2,616,003.62	408,624.00	3,024,627.62
Fund Balance End of Year	\$ 2,691,265.70	\$ 498,285.80	\$ 3,189,551.50

RECOMMENDATIONS

NONE

The above summary or synopsis was prepared from the report of audit of the Toms River Fire Commissioners District No. 2, County of Ocean, for the year 2021. This report of audit, submitted by Suplee, Clooney & Company, Registered Municipal Accountants and Certified Public Accountants, is on file at the District Chairman's Office and may be inspected by any interested person.