

**MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
REORGANIZATION MEETING
MARCH 18, 2014**

Pres. Fritz calls March 18, 2014, meeting to order and calls for a flag salute and moment of silence.

Pres. Fritz announces Commissioner Frank Martuscelli was given the Oath of Office on March 4th, 2014

Pres. Fritz asks the Clerk to Call the Roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
Pres. Fritz	PRESENT
Comm. Lane	PRESENT
Comm. Shafto	PRESENT
Comm. Martuscelli	PRESENT
Comm. Puryear	absent

Pres. Fritz announces that the notice requirements of R.S. 10:4-18 have been satisfied by delivering the required notice to the Coaster and the Asbury Park Press, posting the notice on the board in the Neptune Municipal Complex and filing a copy of said notice with the Board Clerk.

Pres. Fritz points to the exits to be used in case of an emergency.

Nominations taken for President

John Fritz was nominated.

John Fritz nominated by Comm. Shafto

Seconded by Comm. Lane

Comm. Fritz asks for any other nominations

Motion to close nominations by Comm. Shafto

Seconded by Comm. Martuscelli

RESOLUTION #2014-R-3-1
A RESOLUTION TO ELECT BOARD PRESIDENT

Offered By: Comm. Martuscelli

Seconded By: Comm. Shafto

BE IT RESOLVED, that John Fritz be elected to serve as Board President.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: not sworn in & absent;
Comm. Shafto: AYE; Pres. Fritz:

Comm. Martuscelli congratulates Pres. John Fritz

President elect takes over meeting.

RESOLUTION #2014-R-3-2
A RESOLUTION TO ELECT BOARD VICE PRESIDENT,
CLERK, TREASURER, DEPUTY CLERK AND ASSIGN DEPARTMENTS

Vice President: Frank Lane	Offered By: Comm. Shafto	Seconded By: Comm. Martuscelli	nominations closed
Clerk: Frank Martuscelli	Offered By: Comm. Shafto	Seconded By: Comm. Lane	nominations closed
Treasurer: Joe Shafto	Offered By: Comm. Martuscelli	Seconded By: Comm. Fritz	nominations closed
Deputy Clerk: Joe Shafto	Offered By: Comm. Fritz	Seconded By: Comm. Lane	nominations closed

BE IT RESOLVED, that the above officers of the Fire District are hereby elected:

BE IT FURTHER RESOLVED, the following departments are hereby assigned:

Shark River Hills Fire Company	Commissioner:	Martuscelli
Cadets	Commissioner:	Martuscelli
Vehicle maintenance	Commissioner:	Lane
Liaison to OEM/EMS/PD	Commissioner:	Shafto
Unexcelled Fire Company	Commissioner:	Shafto
Communications	Commissioner:	Shafto
Hydrants	Commissioner:	Lane
Grants	Commissioner:	Martuscelli
Personnel	Commissioner:	Shafto
Deputy Personnel	Commissioner:	Fritz
Standby	Commissioner:	Martuscelli
Warehouse	Commissioner:	Lane
Hamilton Fire Company	Commissioner:	Lane
Building & Grounds	Commissioner:	Fritz
Safety	Commissioner:	Shafto
Fire Police	Commissioner:	
Liberty Fire Company	Commissioner:	Fritz
Training	Commissioner:	Martuscelli

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION #2014-R-3-3
A RESOLUTION TO ESTABLISH SCHEDULE OF MEETINGS

Offered By: Comm. Shafto

Seconded By: Comm. Lane

BE IT RESOLVED; that pursuant to the Open Public Meetings Act, the Board of Fire Commissioners of Neptune Township Fire District No. 1 adopts the following schedule of meetings for 2014 and 2015. All meetings shall be held at the Board Office, 230 Neptune Blvd., at 7:00pm for the Workshop Meeting and the Regular Meeting to follow, unless otherwise indicated.

2014 MEETING SCHEDULE

March 18 (Tues.) Regular & re-organization	August 19 (Tues.)
April 15 (Tues.)	September 16 (Tues.)
May 20 (Tues.)	October 21 (Tues.)
June 17 (Tues.)	November 18 (Tues.)
July 15 (Tues.)	December 16 (Tues.)

2015

January 1 (Fri.) – Swearing in 12 noon
January 20 (Tues.)

February 24 (Tues.)

March 17 Re-organization (Tues)

BE IT FURTHER RESOLVED, that the Board Clerk be and he is hereby authorized to publish this resolution in accordance with the Open Public Meetings Act.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION #2014 R-3-4
A RESOLUTION TO DESIGNATE OFFICIAL NEWSPAPERS

Offered By: Comm. Martuscelli

Seconded By: Comm. Shafto

BE IT RESOLVED, that the New Coaster and the Asbury Park Press be designated as the official newspapers for the intention of legal notices for the Board of Fire Commissioners, Neptune Township Fire District No. 1.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION #2014-R-3-5
A RESOLUTION TO DESIGNATE DEPOSITORIES
FOR DISTRICT FUNDS

Offered By: Comm. Martuscelli

Seconded By: Comm. Shafto

BE IT RESOLVED, that Wells Fargo/Wachovia Bank be and are hereby authorized to make payment from the funds on deposit in said bank to the credit of Neptune Township Fire District No.1 in the following accounts: General, Payroll, Dedicated and Unemployment Reserve, upon and according to the checks drawn bearing two signatures as follows:

Any two (2) for payroll and three (3) MEMBERS for all other accounts of the Board of Fire Commissioners, Neptune Township Fire District No. 1

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION #2014-R-3-6
A RESOLUTION TO RESERVE UNEXPENDED CAPITAL

Offered By: Comm. Shafto Seconded By: Comm. Lane

WHEREAS, the Board of Fire Commissioners shall reserve any unexpended 2014 Capital,

WHEREAS, these monies shall be placed in the 2015 Capital Improvement Fund, and:

WHEREAS, these monies shall be used for the purpose of previously specified:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners do hereby authorize the 2014 Capital reserve to be placed in the 2015 Capital Improvement Fund as so stated above.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
 Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION # 2014 R-3-7
A RESOLUTION TO APPOINT PROFESSIONALS

Offered By: Comm. Martuscelli

Seconded By: Comm. Shafto

WHEREAS, there exists a need for certain professionals: and,

WHEREAS, funds for this purpose shall be provided for the in the 2014 Budget, and the Board Treasurer has so certified: and,

WHEREAS, these appointments are being made without competitive bidding because the appointments involve members of recognized professions, licensed and regulated by law, pursuant to NJSA 40A:11-5;

NOW, THEREFORE BE IT RESOLVED, by the Board of Fire Commissioners, Fire District #1, Township of Neptune, the President and Board Clerk by and they are authorized and directed to engage the services of the following professional:

Board Attorney:	Donald L. Beekman
Board Auditor:	Fallon & Larsen LLP
Board Accountant:	Christine Brown, CPA
Board Labor Attorney:	James L. Plosia, Jr., Esquire Representing Appruzzese, McDermott, Mastro & Murphy
Board Special Counsel Attorney:	Joseph D. Youssouf, Esquire
Board Physician:	Dr. Steven Crawford Representing Meridian Occupational
Engineer:	Peter Avakian Leon S. Avakian, Inc.

for a term commencing March 18 2014 through and including March 17 2015 and

BE IT FURTHER RESOLVED, these appointments are contingent upon approval of professional contracts from each appointee: and,

BE IT FURTHER RESOLVED, the Board Clerk be and he is authorized and directed to publish this resolution in accordance with NJSA 40A: 11-1.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION #2014-1-3-8
RESOLUTION PERMITTING PRE-PAYMENT OF CERTAIN ITEMS

Offered By: Comm. Shafto

Seconded By: Comm. Lane

WHEREAS, the governing body of the Board of Fire Commissioners, Neptune Fire District #1 budgets funds for payment of such items as utilities, payroll, contractual agreements previously approved and authorized by the governing body, debt service, governmental fees and other statutory payments, insurance, employer paid employee benefits, and for the advertising, printing and mailing costs of the district; and

WHEREAS, the payment of these items frequently arrives out of time for placement on the next available bill list, and the Board of Fire Commissioners regularly meet once a month, thereby inadvertently placing these bills and mailings in arrears because of the schedule of meetings; and

WHEREAS, the governing body wishes to designate one person who may approve claims between meetings of the Board of Fire Commissioners. The Board of Fire Commissioners, Neptune Fire District #1 wishes to provide for the pre-payment of certain items, so that they may be paid in a timely manner;

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of the Neptune Fire District #1 that the Financial Clerk be and is hereby authorized to make pre-payment of the following fixed items prior to the same appearing on the meeting bill list, such funds to be taken from the pre-budgeted amount for each such expense:

1. Utilities (electric, gas, water, sewer, telephone, cellular telephone, gasoline, diesel fuel, internet providers, etc.). The Financial Clerk is hereby authorized, if desirable, to establish an electronic payment plan (sometimes referred to as zip check) with the various utilities. This resolution would authorize said utilities to debit the appropriate district bank accounts as required.
2. Payroll and various payroll agencies.
3. Contractual agreements previously authorized and approved by the Board of Fire Commissioners.
4. Debt service.
5. Governmental fees and other statutory payments
6. Insurance.
7. Employer paid employee and retired employee benefits.
8. Bills pertaining to the advertising, printing and mailing costs of the District.
9. Bills where vendor discounts are granted for timely payments. Ex. 2% discount for payments made within 10 days.
10. Payment of any other item deemed necessary by the Financial Clerk that does not exceed \$10,000.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

ITEMS FOR DISCUSSION IN OPEN SESSION

Troppolli Quote for 34-66 – Quote discussed and approved

Letter from MCFA ref Fire Official – Allowing FO Rowell to leave while employed at the Fire Academy for Fire Investigations – Approved

Township drill food allotment revision for res. # 2014-R-3-13 – Discussed amount to be changed to \$7.00

Proposal for NFD email - discussed

Review of 34-4-90 added lumber weight by Campbell's – discussed and determined to have ¾'s of the lumber removed and stored in the OEM trailer.

PUBLIC COMMENT ON AGENDA ITEMS -

Chief Burke states that in ref to Troppolli quote the car has been renumbered to 34-67
Chief Burke discusses the lumber on 4-90

RESOLUTION 2014 R-3-9

A RESOLUTION TO APPROVE THE PAYMENT OF BILLS AND PAYROLL

Offered By: Comm. Shafto

Seconded By: Comm. Lane

BE IT RESOLVED, the bill lists totaling \$415,778.95 are hereby approved for payment: and,

BE IT RESOLVED, that the total of \$22,760.74 be approved for the 2/28/14 payroll and the total of \$26,657.22 be approved for the 3/15/14 payroll:

BE IT FURTHER RESOLVED, that the total bills be attached to this resolution and be made part of.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION # 2014-R-3-10
A RESOLUTION DISPENSING WITH THE READING OF MINUTES
OF THE FEBRUARY 18, 2014 MEETING

Offered By: Comm. Shafto

Seconded By: Comm. Lane

BE IT RESOLVED, that the Clerk dispense with the reading of the minutes of the February 18, 2014 Meeting.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION # 2014-R-3-11
A RESOLUTION TO RATIFY AND APPROVE MINUTES
OF THE February 18, 2014 MEETING

Offered By: Comm. Shafto

Seconded By: Comm. Lane

BE IT RESOLVED, that the minutes of the Meeting of the February 18, 2014 Meeting be ratified and approved.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION # 2014-R-3-12
A RESOLUTION APPROVING CASH MANAGEMENT PLAN

Offered By: Comm. Martuscelli

Seconded By: Comm. Shafto

BE IT RESOLVED, by the Board of Fire Commissioners, Neptune Township, Fire District #1 that the Cash Management Plan of the Neptune Fire District #1, in the County of Monmouth, New Jersey is hereby approved as per the attached plan.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION # 2014-R-3-13
A RESOLUTION TO AMEND SOG-011
GENERAL OPERATING GUIDELINES

Offered By: Comm. Martuscelli

Seconded By: Comm. Shafto

WHEREAS, the Board has found the need to review page 6, Letter C. under the heading of Township Drills; and

WHEREAS, the Board feels the maximum amount allowed for food per participating member is in need of revision.

THEREFORE, BE IT RESOLVED, that the maximum amount allowed for food per participating member, as stated above, be revised to \$7.00 retro to 3/1/14.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION # 2014-R-3-14
A RESOLUTION TO DECLARE AND DONATE SURPLUS GENERATOR

Offered By: Comm. Shafto

Seconded By: Comm. Martuscelli

WHEREAS, the Board of Fire Commissioners has determined that the Honda generator, Model #EM500s that was on the decommissioned 1978 Aerial Scope has been deemed no longer needed for public use.

THEREFORE, BE IT RESOLVED, the above-mentioned generator be declared as surplus and hereby be approved to be donated to the Township of Neptune Public Works Dept.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION # 2014-R-3-15
RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
OF FIRE DISTRICT #1 NEPTUNE TOWNSHIP AUTHORIZING CONVEYANCE OF
PERSONEL PROPERTY PURSUANT TO N.J.S.A. 40A:12-21.1

Offered By: Comm. Shafto

Seconded By: Comm. Lane

WHEREAS, N.J.S.A. 40A:12-21.1 provides that when the governing body of any local government unit determines that personal property owned by that unit is no longer needed for its purposes it may authorize, by resolution, a conveyance of that personal property to any organization or association listed in the N.J.S.A. 40A:12-21 without compliance with any other law governing disposal of personal property for nominal consideration; and

WHEREAS, the Board of Fire Commissioners owns a 1978 Mack Ladder Tower which is no longer needed by Neptune Township Fire District #1 for fire suppression purposes, having been replaced by newly acquired apparatus; and

WHEREAS, the Chief of the Bradley Beach Fire Department has requested the Board convey the Ladder Tower to the Bradley Beach Fire Department because its ladder truck is out of service and cannot be repaired and returned to service; and

WHEREAS, it is the considered opinion of the Board that the above specified apparatus is excess property that is no longer needed for fire suppression purposes in Fire District #1 Neptune Township and may be transferred to the Bradley Beach Fire Department for nominal consideration.

NOW, THEREFORE BE IT RESOLVED, by the Board of Fire Commissioners of Fire District #1 Neptune Township that the above specified apparatus is hereby declared excess property in accordance with the provisions of N.J.S.A. 40A:12-21.1 and that said apparatus be transferred to the Bradley Beach Fire Department for the sum of \$1.00.

BE IT FURTHER RESOLVED, that said transfer is made without any warranties, express or implied as to the apparatus's fitness for use and condition and that the Bradley Beach Fire Department shall hold harmless and indemnify the Board of Fire Commissioners of Fire District #1 Neptune Township against any and all claims that may arise or could be asserted against it by any party in connection with the use and deployment of said apparatus by the Bradley Beach Fire Department.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION # 2014-R-3-16
RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
OF FIRE DISTRICT #1 NEPTUNE TOWNSHIP AUTHORIZING CONVEYANCE OF
PERSONEL PROPERTY PURSUANT TO N.J.S.A. 40A:12-21.1

Offered By: Comm. Shafto

Seconded By: Comm. Lane

WHEREAS, N.J.S.A. 40A:12-21.1 provides that when the governing body of any local government unit determines that personal property owned by that unit is no longer needed for its purposes it may authorize, by resolution, a conveyance of that personal property to any organization or association listed in the N.J.S.A. 40A:12-21 without compliance with any other law governing disposal of personal property for nominal consideration; and

WHEREAS, the Board of Fire Commissioners owns a 1984 Pierce Pumper which is no longer needed by Neptune Township Fire District #1 for fire suppression purposes, having been replaced; and

WHEREAS, the Terry Farrell Firefighter Fund has requested the Board convey the pumper to the Fund for their Surplus Release Program which assists volunteer fire departments in need of surplus gear, equipment and vehicles; and

WHEREAS, it is the considered opinion of the Board that the above specified apparatus is excess property that is no longer needed for fire suppression purposes in Fire District #1 Neptune Township and may be transferred to the Terry Farrell Firefighter Fund for nominal consideration.

NOW, THEREFORE BE IT RESOLVED, by the Board of Fire Commissioners of Fire District #1 Neptune Township that the above specified apparatus is hereby declared excess property in accordance with the provisions of N.J.S.A. 40A:12-21.1 and that said apparatus be transferred to the Terry Farrell Firefighter Fund for the sum of \$1.00.

BE IT FURTHER RESOLVED, that said transfer is made without any warranties, express or implied as to the apparatus's fitness for use and condition and that the Terry Farrell Firefighters Fund shall hold harmless and indemnify the Board of Fire Commissioners of Fire District #1 Neptune Township against any and all claims that may arise or could be asserted against it by any party in connection with the use and deployment of said apparatus.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

RESOLUTION # 2014-R-3-17
A RESOLUTION AUTHORIZING EXECUTIVE SESSION

Offered By: Comm. Martuscelli

Seconded By: Comm. Lane

WHEREAS, State law permits the exclusion of the public in certain circumstances; and,

WHEREAS, The Board of Fire Commissioners of Neptune Fire District, No. 1 finds that such circumstances currently exist and are as follows:

_ Legal/personnel issue pertaining to personnel

WHEREAS, The Board of Fire Commissioners will make public, minutes of the closed session when confidentiality no longer exists;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners that they are hereby authorized to enter into closed session to discuss legal and personnel matters which are exempt from the public meeting under the Sunshine Law.

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

NEW BUSINESS:

Comm. Martuscelli states SHR scoping out new truck

Discussed upstairs bathroom

Air & Gas called for more hands on training for air machine & light truck

REPORTS

CHIEF-

Burke -Fit Test dates scheduled by Asst Chief-notifications made to Captains

Recreation Dept requested truck on April 5th for POD walkathon – Hamilton to handle

ASSISTANT CHIEF-

CAPTAINS-

COMMISSIONERS REPORTS:

PUBLIC COMMENT-

Fred Richart inquires about housing of Paid Div engine (34-74) & possible adaption to Niederman System

1-75 needs hose moved or adapted to accommodate Neiderman

MEETING GOES INTO LEGAL SESSION

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

MEETING BACK IN REGULAR SESSION

RESOLUTION # 2014-R-3-18

A RESOLUTION TO COME BACK TO REGULAR MEETING SESSION

Offered By: Comm. Martuscelli

Seconded By: Comm. Lane

VOTE: Comm. Lane: AYE; Comm. Martuscelli: AYE; Comm. Puryear: absent;
Comm. Shafto: AYE; Pres. Fritz: AYE.

MOTION TO ADJOURN

Offered by Comm. Martuscelli

Seconded by: Comm. Lane

MEETING ADJOURNED