

**WORKSHOP-MINUTES  
BOARD OF FIRE COMMISSIONERS  
NEPTUNE FIRE DISTRICT NO. 1  
July 16, 2019**

President Daly calls the workshop portion of the July 16, 2019, meeting to order and calls for a flag salute and moment of silence.

President Daly asks the Clerk to Call the Roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
PRES. DALY	PRESENT
COMM. ANNUNZIATA	PRESENT
COMM. MANNING	PRESENT
COMM. PURYEAR	PRESENT
COMM. SUTPHIN	absent

President Daly 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.

President Daly points to the exits to be used in case of an emergency.

**ITEMS FOR DISCUSSION IN OPEN SESSION** -none

**MOTION TO ADJOURN**

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

**MEETING ADJOURNED**

**MINUTES  
BOARD OF FIRE COMMISSIONERS  
NEPTUNE FIRE DISTRICT NO. 1  
July 16, 2019**

President Daly calls July 16, 2019 regular meeting to order.

President Daly asks the Clerk to Call the Roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
PRES. DALY	PRESENT
COMM. ANNUNZIATA	PRESENT
COMM. MANNING	PRESENT
COMM. PURYEAR	PRESENT
COMM. SUTPHIN	absent

President Daly 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.

President Daly points to the exits to be used in case of an emergency.

**PUBLIC COMMENT-ON AGENDA ITEMS ONLY**

The public will be permitted one visit to the microphone with a limit of five minutes. No time can be transferred to another party.

**RESOLUTION 2019-1-7 -1  
A RESOLUTION TO APPROVE THE PAYMENT OF BILLS AND PAYROLL**

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

**BE IT RESOLVED**, the bills total of \$132,326.93 are hereby approved for payment: and,

**BE IT RESOLVED**, that the total of \$40,391.92 be approved for the 6/30/19 payroll and the total of \$26,145.19 be approved for the 7/15/19 payroll:

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

**VOTE:** Comm. Annunziata: AYE; Comm. Manning: AYE;  
Comm. Puryear: AYE; Comm. Sutphin: absent; Pres. Daly: AYE.

**RESOLUTION # 2019-1-7-2**  
**A RESOLUTION DISPENSING WITH THE READING OF MINUTES**  
**OF THE June 18, 2019 MEETING**

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

**BE IT RESOLVED**, that the Clerk dispense with the reading of the minutes of the June 18, 2019 meeting.

**VOTE:** Comm. Annunziata: AYE; Comm. Manning: AYE;  
Comm. Puryear: AYE; Comm. Sutphin: absent; Pres. Daly: AYE.

**RESOLUTION # 2019-1-7-3**  
**A RESOLUTION TO RATIFY AND APPROVE MINUTES**  
**OF THE June 18, 2019 MEETING**

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

**BE IT RESOLVED**, that the minutes of the Meeting of the June 18, 2019 be ratified and approved.

**VOTE:** Comm. Annunziata: AYE; Comm. Manning: AYE;  
Comm. Puryear: AYE; Comm. Sutphin: absent; Pres. Daly: AYE.

**RESOLUTION # 2019-1-7-4**  
**A RESOLUTION TO PROMOTE TO CAPTAIN POSITION**  
**WITHIN CAREER DIVISION**

Offered By: Comm. Daly

Seconded By: Comm. Puryear

**WHEREAS**, the Board of Fire Commissioners do hereby promote Christopher Armada to the position of Captain within the Career Division and:

**WHEREAS**, this promotion is to be effective January 1, 2019.

**VOTE:** Comm. Annunziata: AYE; Comm. Manning: AYE;  
Comm. Puryear: AYE; Comm. Sutphin: absent; Pres. Daly: AYE.

**RESOLUTION # 2019-1-7-5**  
**A RESOLUTION TO APPOINT AN**  
**OPERATIONAL MEDICAL DIRECTOR**

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

**WHEREAS**, the Board of Fire Commissioners has found the need to enter into an agreement with Dr. Steven Vetrano for Operational Medical Director Services; and

**WHEREAS**, this agreement is required to oversee EMT services; and

**WHEREAS**, these services are to be paid at a rate of \$500.00 a year; and

**WHEREAS**, funds for this service shall be provided for the in the Annual Budget, under the account known as Legal/Professional Services, and the Board Treasurer has so certified: and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Fire Commissioners do hereby authorize to enter into an agreement for services of Operational Medical Director to Dr. Steven Vetrano as stated above.

**VOTE:** Comm. Annunziata: AYE; Comm. Manning: AYE;  
Comm. Puryear: AYE; Comm. Sutphin: absent; Pres. Daly: AYE.

**RESOLUTION # 2019-1-7-6**  
**A RESOLUTION AUTHORIZING EXECUTIVE SESSION**

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

**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 issue pertaining to Vehicle & Maintenance Bid
- Legal issue pertaining to Shark River FC lease
- Legal/Personnel issue pertaining to comp time

**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. Annunziata: AYE; Comm. Manning: AYE;  
Comm. Puryear: AYE; Comm. Sutphin: absent; Pres. Daly: AYE.

**REPORTS**

CHIEF- absent

ASSISTANT CHIEF- absent

CAPTAINS- absent

Pd: FF Kepler – Pump testing complete. Thanks Board for new hire and he is working out well

ADMINISTRATOR – FO D Rowell – bids out for Station 1 and discussed. Sta 2 repairs discussed. Sta 3 projects on going, water issue being addressed. Sta 4 re-worked kitchen project being addressed.

**COMMISSIONERS REPORTS:**

Commissioner Annunziata: Sta 1 progress

Commissioner Sutphin:

Commissioner Manning: Sta 3 progress

Commissioner Puryear: Sta 2 progress

Commissioner Daly: Budget summary discussed. Special meeting discussed

**PUBLIC COMMENT -none**

Members of the public may address any concern relating to the Fire District. The public will be permitted one visit to the microphone with a limit of five minutes. No time can be transferred to another party.

**MOTION TO GO INTO EXECUTIVE SESSION**

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

**MEETING GOES INTO EXECUTIVE SESSION**

**RESOLUTION # 2019-1-7-7**

**A RESOLUTION TO COME BACK TO REGULAR MEETING SESSION**

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

**VOTE:** Comm. Annunziata: AYE; Comm. Manning: AYE;  
Comm. Puryear: AYE; Comm. Sutphin: absent; Pres. Daly: AYE.

**RESOLUTION # 2019-1-7-8**  
**A RESOLUTION ACCEPTING BID FOR**  
**PREVENTIVE MAINTENANCE/REPAIR OF FIRE**  
**APPARATUS & VEHICLES**

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

**WHEREAS**, Bids were submitted by PL Custom Body & Equipment Co., Inc. (“PL Custom”) and Defender Emergency Products Sales & Service (“Defender”) for Preventive Maintenance/Repair for Fire Apparatus and Vehicles; and

**WHEREAS**, the specifications for the bid required minimum qualifications to be supplied with the bid submission; and

**WHEREAS**, bids were opened and read on Tuesday July 16, 2019 at 3:00 pm; and

**WHEREAS**, the bids were reviewed, and it was determined that the bid submitted by PL Custom was deficient in that it failed to provide mandatory certifications and computer software; and

**WHEREAS**, the bid submitted by Defender included all mandatory & required bid specifications; and

**WHEREAS**, the labor rates submitted by Defender are as follows:

Hourly rate:	\$95.00
Overtime:	\$142.50 (after 5:00pm and before 8:00am M-F)
Weekends & Holidays:	\$195.00
Emergency rate:	\$142.50

**WHEREAS**, funds for this service shall be provided for the in the Annual Budget, under the account known as Vehicle, Misc., and the Board Treasurer has so certified.

**NOW, THEREFORE**, the Board of Fire Commissioners do hereby approve the bid submitted by Defender Emergency Products Sales & Service and reject the bid submitted by PL Custom Body & Equipment Co., Inc.

**VOTE:** Comm. Annunziata: AYE; Comm. Manning: AYE;  
Comm. Puryear: AYE; Comm. Sutphin: absent; Pres. Daly: AYE.

**MOTION TO ADJOURN**

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

**MEETING ADJOURNED**