

**WORKSHOP-MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
September 17, 2019**

President Daly calls the workshop portion of the September 17, 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	absent
COMM. SUTPHIN	PRESENT

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

MOTION TO ADJOURN

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

MEETING ADJOURNED

**MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
SEPTEMBER 17, 2019**

President Daly calls September 17, 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	absent
COMM. SUTPHIN	PRESENT

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 2019-1-9-1
A RESOLUTION TO APPROVE THE PAYMENT OF BILLS AND PAYROLL**

Offered By: Comm. Sutphin

Seconded By: Comm. Annunziata

BE IT RESOLVED, the bills total of \$104,786.87 are hereby approved for payment: and,

BE IT RESOLVED, that the total of \$26,205.84 be approved for the 8/31/19 payroll and the total of \$27,148.64 be approved for the 9/15/19 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: absent; Comm. Sutphin: AYE; Pres. Daly: AYE.

RESOLUTION # 2019-1-9-2
A RESOLUTION DISPENSING WITH THE READING OF MINUTES
OF THE August 20, 2019 MEETING

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

BE IT RESOLVED, that the Clerk dispense with the reading of the minutes of the August 20, 2019 meeting.

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

RESOLUTION # 2019-1-9-3
A RESOLUTION TO RATIFY AND APPROVE MINUTES
OF THE August 20, 2019 MEETING

Offered By: Comm. Sutphin

Seconded By: Comm. Annunziata

BE IT RESOLVED, that the minutes of the Meeting of the August 20, 2019 be ratified and approved.

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

RESOLUTION # 2019-1-9-4
A RESOLUTION TO AUTHORIZE ROOF REPAIRS
AT THE LIBERTY FIREHOUSE

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

WHEREAS, the Board of Fire Commissioners have found the need for roof repairs to be done at the Liberty Firehouse:

WHEREAS, two quotes have been received as follows:

MTB, LLC	in the amount of \$36,670.00
Garden State Roofing & Siding	in the amount of \$15,995.00

WHEREAS, the work is to include but not limited to:

- Installation of aluminum coping top of parapet wall to cover the joint between the stucco and brick
- Installation of aluminum cap over existing chimney flue
- Removal of existing roof hatch and install new
- Misc. repairs to hose tower

WHEREAS, funds were made available in the 2019 budget account know as P/B&G Misc. and the Treasurer has so certified;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioner do hereby authorize roof repairs to be performed by and approve payment to Garden State Roofing and Siding in the amount of \$15,995.00.

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

RESOLUTION # 2019-1-9-5
A RESOLUTION TO UNDERGROUND DRAINAGE SYSTEM
AT THE SHARK RIVER HILLS FIREHOUSE

Offered By: Comm. Daly

Seconded By: Comm. Sutphin

WHEREAS, the Board of Fire Commissioners have found the have installed an underground drainage system at the Shark River Hills Firehouse; and

WHEREAS, this is to eliminate the excess water, and in the winter ice, to ensure safety; and

WHEREAS, quotes were requested and three have been received as follows:

Fernandes Const. Co.	in the amount of \$33,228.00
MTB, LLC	in the amount of \$38,070.00
L&L Paving Co.	in the amount of \$80,000.00

WHEREAS, funds were made available in the 2019 budget account know as P/B&G Misc. and the Treasurer has so certified;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioner do hereby authorize the underground drainage system to be installed by and approve payment to Fernandes Construction Co in the amount of \$33,228.00.

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

RESOLUTION # 2019-1-9-6
A RESOLUTION TO ADJUST/CREATE SALARY
FOR PART-TIME FIRE INSPECTOR POSITION

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

WHEREAS, the Board of Fire Commissioners do hereby wish to raise the hourly rate for Part-Time Fire Inspector Robert Kepler to \$23.00; and

WHEREAS, the Board also requires to create a salary range for any new hires for the position of Part-time Fire Inspector to be between \$20.00 - \$25.00.

WHEREAS, funds are to be made available in the budget account know as Fire Bureau S/W and the Treasurer has so certified.

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

RESOLUTION # 2019-1-9-7
A RESOLUTION AUTHORIZING OFFER OF EMPLOYMENT

Offered By: Comm. Daly

Seconded By: Comm. Sutphin

WHEREAS, The Board of Fire Commissioners has determined to offer employment to Edward Ratyniak for the position of Part-Time Fire Inspector; and

WHEREAS, funds are to be made available in the budget account know as Fire Bureau S/W and the Treasurer has so certified.

NOW, THEREFORE, BE IT RESOLVED, By the Board of Fire Commissioners, Neptune Township Fire District No. 1, that an offer of employment is hereby made to Edward Ratyniak with a starting salary of \$20.00 per hour and a hire date effective October 1, 2019

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

**RESOLUTION #2019-1-9-8
TOWNSHIP OF NEPTUNE FIRE DISTRICT #1
A RESOLUTION TO APPROVE 2018 AUDIT**

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local District to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2017 has been completed and filed with the Director of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the board of each District to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "Schedule of Findings and Recommendations" and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the board of fire commissioners have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "Schedule of Findings and Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW THEREFORE BE IT RESOLVED, that the board of fire commissioners of the Township of Neptune Fire District #1 hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2018, and specifically has reviewed the sections of the audit report entitled "Schedule of Findings and Recommendations" and has evidenced same by the group affidavit in the form prescribed by the Local Finance Board,

BE IT FURTHER RESOLVED that the Clerk of the District is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON September 17, 2019.

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

RESOLUTION #2019-1-9-9
A RESOLUTION TO UPGRADE VISION AND DENTAL BENEFITS

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

WHEREAS, the Board of Fire Commissioners do hereby approve the benefit upgrades for the Dental and Vision plan for the staff of the district; and

WHEREAS, funds are to be made available in the budget accounts known as Admin & Fire Dept Fringe Benefits and the Treasurer has so certified.

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

REPORTS

CHIEF- absent

ASSISTANT CHIEF- absent

CAPTAINS- none

Pd: Progress

ADMINISTRATOR – Gave update on projects, AC at Unexcelled and new vehicles.
Unexcelled Kitchen bids due 9/25

COMMISSIONERS REPORTS:

Commissioner Annunziata: discussion on selling 1 - Explorer & 1 – Durango.
86 bed rusted out needs new. Hamilton driveway discussed

Commissioner Sutphin: AC is good, waiting on electrician. Lockers install underway
Thanks All Hands for free company training at their facility & 2 instructors. Drill 3rd and 4th
Monday of each month, open to all companies.

Commissioner Manning: Thanks Board for Drainage approval for Shark River. Shark River lease discussed, no response received, footage discussed and to be measured.

Commissioner Puryear: absent

Commissioner Daly: Met with Auditor ref Audit. No findings. Losap to be audited next year.

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 ADJOURN

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

MEETING ADJOURNED