

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

President Daly calls the workshop portion of the December 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	PRESENT
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**

1. Discussion with the Assistant Chief about the Fire Districts MARP protocols.-discussed copy of proposed MARP submitted and copies made. Discussion continued.  
Discussed training, qualifications, response etc

**MOTION TO ADJOURN**  
Offered By: Comm. Daly  
**MEETING ADJOURNED**

Seconded By: Comm. Sutphin

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

President Daly calls December 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	PRESENT
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 2019-1-12-1  
A RESOLUTION TO APPROVE THE PAYMENT OF BILLS AND PAYROLL**

Offered By: Comm. Sutphin

Seconded By: Comm. Puryear

**BE IT RESOLVED**, the bills total of \$149,719.52 are hereby approved for payment: and,

**BE IT RESOLVED**, that the total of \$29,096.54 be approved for the 11/30/19 payroll and the total of \$28,343.82 be approved for the 12/15/19 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: AYE; Pres. Daly: AYE.

**RESOLUTION # 2019-1-12-2**  
**A RESOLUTION DISPENSING WITH THE READING OF MINUTES**  
**OF THE NOVEMBER 19, 2019 MEETING**

Offered By: Comm. Sutphin

Seconded By: Comm. Annunziata

**BE IT RESOLVED**, that the Clerk dispense with the reading of the minutes of the November 19, 2019 meeting.

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

**RESOLUTION # 2019-1-12-3**  
**A RESOLUTION TO RATIFY AND APPROVE MINUTES**  
**OF THE NOVEMBER 19, 2019 MEETING**

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

**BE IT RESOLVED**, that the minutes of the Meeting of the November 19, 2019 be ratified and approved.

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

**RESOLUTION # 2019-1-12-4**  
**2020 ADOPTED BUDGET RESOLUTION**  
**NEPTUNE FIRE DISTRICT #1**  
**FISCAL YEAR: January 1, 2020 to December 31, 2020**

Offered By: Comm. Puryear

Seconded By: Comm. Sutphin

**WHEREAS**, the Annual Budget for the Neptune Fire District No. 1 (the “Fire District”) for the fiscal year beginning January 1, 2020 and ending December 31, 2020, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of December 17, 2019; and

**WHEREAS**, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

**WHEREAS**, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.) and

**WHEREAS**, the Annual Budget as presented for adoption reflects Total Revenues of \$ 4,295,682 which includes amount to be raised by taxation of \$2,953,989, and Total Appropriations of \$4,295,682; and

**WHEREAS**, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Commissioners of the Fire District at an open public meeting held on December 17, 2019 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2020 and ending December 31, 2020 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$4,295,682 which includes amount to be raised by taxation of \$2,953,989 and Total Appropriations of \$4,295,682; and

**BE IT FURTHER RESOLVED**, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

**BE IT FURTHER RESOLVED**, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

\_\_\_\_\_  
 (Secretary’s Signature)

12-17-19  
 (Date)

**Board of Commissioners Recorded Vote**

Member	Aye	Nay	Abstain	Absent
Arthur Daly	X			
Paul Annunziata	X			
James Manning Jr.	X			
Todd Puryear	X			
Frank Sutphin	X			

**RESOLUTION # 2019-1-12-5**  
**A RESOLUTION TO ADOPT REVISED**  
**EXPOSURE CONTROL PLAN (ECP) FOR**  
**BLOODBORNE PATHOGENS (BBP)**

Offered By: Annunziata

Seconded By: Comm. Sutphin

**WHEREAS**, the Board of Fire Commissioners is required to annually review and make any revisions to the Fire District's ECP plan in accordance with OSHA Standard 29 CFR 1910.1030,

**WHEREAS**, the Districts ECP plan has been reviewed by the Safety Commissioner, Paid Division and the Twp Chief, and

**WHEREAS**, two changes were made as follows:

- Safety Commissioner was updated to James Manning, Jr.
- page 5, paragraph 3 truck 34-85 has been changed to 34-98
- 
- **WHEREAS**, a copy of this policy is to be placed in each Chief, Asst. Chief, Company and Captains SOG book and;

**WHEREAS**, each Captain will be responsible for reviewing said policy with their members,

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Fire Commissioners do hereby adopt the reviewed ECP plan dated December 17, 2019.

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

## **REPORTS**

CHIEF- Fahnholz – progress. Unexcelled to have their Twp Drill on 12/23 on Large Area Search at 6pm.

ASSISTANT CHIEF- Conklin - Board of Officers for 2020 met, discussed MARP, possibility of duty crews. 2 drills to be held Sta's 1 & 3 for the first around March and probably around October Sta's 2 & 4 . Schedule meeting thru Administrator to meet with Morning Pride Rep. Next Board of Officers meeting to be held on 1/15 at Sta 1 at 7pm.

### **CAPTAINS-**

Hamilton – Morrison-progress

SHR-Virgilio – progress

Unexcelled – Mauro – equipment repairs discussed and no heat issue & vendor discussed

Asst Chief Conklin adds Twp radios being upgraded to digital, questions status on ours. Administrator Rowell states Pd Div and Sta 4's have been programmed, waiting on scheduling for rest.

Pd: cpt Armada - progress

### **ADMINISTRATOR –Rowell-**

Hamilton- generator repair scheduled for 12/26 (block heater) also to service all 4 companies generators on same day.

Liberty- roof project ongoing, 90% done.

Shark River- phone line issues on alarm system, being addressed.

Unexcelled – kitchen project on hold until after the holidays but things being ordered. Boiler issue part ordered and should be installed tomorrow. Abandoned car on side of Unexcelled addressed and discussed.

Vehicles addressed

Fran asks Captains for their 2020 officers list

Pres. Daly addressed Captain Mauro in ref to possible item for Executive session but waiting for date to be satisfied and paperwork returned under advise from our Attorney.

Pres. Daly advised Comm. Puryear 2 Liberty applicants didn't pass. Todd already aware.

Officer requirements to be looked into with Comm. Sutphin and the Board of Officers

## **COMMISSIONERS REPORTS:**

Commissioner Annunziata: Hamilton -progress

Commissioner Sutphin: Unexcelled- progress

Commissioner Manning: SHR – progress states as we conclude 2019 hopes to continue our conversations and thanks all for their service and Happy Holidays.

Commissioner Puryear: Liberty - progress

Commissioner Daly: Audio portion of Unexcelled system has been disconnected. Labor Attorney to meet with Pd Div in ref to grievance.

Liberty cameras questioned and Comm. Puryear states that haven't been connected in a couple years.

Shark River drainage work seems to be good and will be watched.

Thanks all for service

**PUBLIC COMMENT -**

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.

Pat Shaffrey – Shark River Hills Pres-addresses sign that needs to be fixed and installed and asks Board to relook into fixing it. Prices to be obtained.

**MOTION TO ADJOURN**

Offered By: Comm. Annunziata

Seconded By: Comm.Sutphin

**MEETING ADJOURNED**