

**WORKSHOP-MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
January 21, 2020**

President Daly calls the workshop portion of the January 21, 2020, 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

Unexcelled—Audio/Video— tabled

MOTION TO ADJOURN

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

MEETING ADJOURNED

**MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
January 21, 2020**

President Daly calls January 21, 2020 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 PRESENT Arrives at 7:05
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 2020-2-1-1
A RESOLUTION TO APPROVE THE PAYMENT OF BILLS AND PAYROLL**

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

BE IT RESOLVED, the bills total of \$481,078.56 are hereby approved for payment: and,

BE IT RESOLVED, that the total of \$27,793.42 be approved for the 12/31/19 payroll and the total of \$27,668.43 be approved for the 1/15/20 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 # 2020-2-1-2
A RESOLUTION DISPENSING WITH THE READING OF MINUTES
OF THE December 17, 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 December 17, 2019 meeting.

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

RESOLUTION # 2020-2-1-3
A RESOLUTION TO RATIFY AND APPROVE MINUTES
OF THE December 17, 2019 MEETING

Offered By: Comm. Sutphin

Seconded By: Comm. Puryear

BE IT RESOLVED, that the minutes of the Meeting of the December 17, 2019 be ratified and approved.

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

RESOLUTION # 2020-2-1-4
A RESOLUTION ADOPTING A TEMPORARY BUDGET
FOR 2020 IN THE AMOUNT OF \$459,300.00

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

WHEREAS, the Township of Neptune Fire District #1 has adopted its 2020 Budget on Dec. 17, 2019: and

WHEREAS, it is necessary for the District to appropriate funds to meet various contractual; commitments and expenditures for utilities which are required while the District is awaiting final approval of its budget: and

WHEREAS, N.J.S.A. 40A:14-78.17 allows the District to appropriate up to a maximum of 14% of its prior year's total budget, excluding, in both instances, appropriations made for interest and debt redemption charges and capital improvements, is **\$459,300.00**

NOW, THEREFORE, BE IT RESOLVED, that the following temporary 2020 Budget appropriation be authorized,

Operating Appropriations:

Administration:

Salaries and Wages	\$33,000.00
Fringe Benefits	\$17,000.00
Other Expenses: Insurance:	\$50,000.00
Office Expenses	\$14,000.00
Elections	\$ 2,000.00
Fire Prevention	\$ 1,000.00
Professional Services	\$ 36,600.00

Total Administration **\$153,600.00**

Cost of Operations and Maintenance:

Salaries and Wages	\$75,000.00
Fringe Benefits	\$57,000.00
Uniforms	\$ 8,800.00
Other Expenses:	

Facilities Maintenance (Bldg)	\$15,000.00
Maintenance Repairs (vehicle)	\$30,000.00
Supplies and Equipment	\$10,000.00
Training and Education	\$ 3,400.00
Utilities	\$15,000.00
Hydrant Rentals	\$30,000.00

RESOLUTION # 2020-2-1-5
A RESOLUTION AUTHORIZING EXECUTIVE SESSION

Offered By: Comm. Annunziata

Seconded By: Comm. Sutphin

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 Social Media Policy
- Legal/Personnel issue pertaining to Shared Services FO vehicle

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: AYE; Pres. Daly: AYE.

REPORTS

CHIEF- Conklin-Brd of officers submitted class qualifications for review.
Duty crew meeting with N Hunterdon postponed
Avon ladder Co to cover for Station 4 this Saturday (4pm to 8 am)
Morning Pride meeting waiting to be scheduled
Meeting with OEM scheduled for 2/6/20 ref protocols/working together -progress

ASSISTANT CHIEF- Morrison – no report

CAPTAINS-

Liberty – Campbell progress. Apologizes for Liberty not showing up for training (Dec lg area search))

Unexcelled - Mauro commends job well done on Drummond Ave Fire.

Shark River – Virgilio -thanks Brd for repairs to Engine bay heater.

Pd: FF Kepler states Captain emailed in report and progress

ADMINISTRATOR – Rowell updates projects.

Liberty roof complete. Paint to be done

Unexcelled kitchen moving along.

PEOSH inspection done at Hamilton Firehouse. Compliments Fran for paperwork. Every member needs TIMS (Traffic Incident management) class. (4 hr class) FF1 now includes.

End of Year Fire Bureau report

Towing Company contacted – no fee just need signs put up. To be done at all 4 with permission

COMMISSIONERS REPORTS:

Commissioner Annunziata: Hamilton – Driveway waiting for budget. Defender working on misc. vehicles. Federal and repairs discussed.

Commissioner Sutphin: Drummond Ave fire went well by all including Asbury

Commissioner Manning: progress

Commissioner Puryear: Paint in stairwell needs to be done

Chief asks if the decal/lettering on the new pickup truck (34-98) is to be the new norm. Maltese instead of just FIRE to be looked at.

Commissioner Daly: Board received a letter from Unexcelled Fire Co in reference to a Citizen complaint. Board to review and act accordingly.

Mauro asks if it is to be discussed this evening. Attorney states the complaint will not be discussed this evening.

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.

Asbury Park battalion Chief Pasquariello addresses statements made at last meeting in regards to MARP.

Fran thanks Pd Div., Doug and Cindy for help with recent PEOSH inspection.

Pres. Daly asks if quarterly LOSAP reports can be generated. Depends when submitted and other projects. Individuals can call for their totals with clarification.

Don Colarusso questions outside training for LOSAP

MOTION TO GO INTO EXECUTIVE SESSION

Offered By: Comm. Sutphin

Seconded By: Comm. Puryear

MEETING GOES INTO EXECUTIVE SESSION

RESOLUTION # 2020-2-1-6

A RESOLUTION TO COME BACK TO REGULAR MEETING SESSION

Offered By: Comm. Sutphin

Seconded By: Comm. Annunziata

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

MOTION TO ADJOURN

Offered By: Comm. Sutphin

Seconded By: Comm. Puryear

MEETING ADJOUNED