

**WORKSHOP-MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
January 19, 2021**

President Daly calls the workshop portion of the January 19, 2021, meeting to order and calls for a flag salute and moment of silence.

President Daly to Call the Roll:

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

Comm. Manning discusses format of future meeting – suggests TEAMS meeting with Board and attorney at Board Office. February continues at Town hall. March at Board office for

LOSAP suggestions to be received from Officers

MOTION TO ADJOURN

Offered By: Comm. Sutphin

Seconded By: Comm. Manning

MEETING ADJOURNED

**MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
January 19, 2021**

President Daly calls January 19, 2021 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	absent
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

F. Martuscelli Sr. suggests to amend LOSAP points on tonight's resolution

**RESOLUTION 2021-1-1-1
A RESOLUTION TO APPROVE THE PAYMENT OF BILLS AND PAYROLL**

Offered By: Comm. Daly

Seconded By: Comm. Sutphin

BE IT RESOLVED, the bills total of \$299,251.93 are hereby approved for payment: and,

BE IT RESOLVED, that the total of \$29,296.38 be approved for the 12/31/20 payroll and the total of \$30,862.68 be approved for the 1/15/21 payroll:

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

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

RESOLUTION # 2021-1-1-2
A RESOLUTION DISPENSING WITH THE READING OF MINUTES
OF THE December 15, 2020 MEETING

Offered By: Comm. Sutphin

Seconded By: Comm. Daly

BE IT RESOLVED, that the Clerk dispense with the reading of the minutes of the December 15, 2020 meeting.

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

RESOLUTION # 2021-1-1-3
A RESOLUTION TO RATIFY AND APPROVE MINUTES
OF THE December 15, 2020 MEETING

Offered By: Comm. Sutphin

Seconded By: Comm. Daly

BE IT RESOLVED, that the minutes of the Meeting of the December 15, 2020 be ratified and approved.

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

RESOLUTION # 2021-1-1-4
A RESOLUTION FOR
INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

Offered By: Comm. Sutphin

Seconded By: Comm. Daly

THIS INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

(“Agreement”) is dated this _____ day of January, 2021 by and among:

Daniel Harker (hereinafter referred to as "Harker"),

AND

Neptune Township Board of Fire Commissioners Fire District #1 (hereinafter referred to as "Board"),

RECITALS:

- A.** The Board has certain rules and regulations in its Standard Operating Guidelines that require new gear to be issue to its members on a periodic basis.
- B.** The Board has determined that Harker needs new gear at this time.
- C.** Harker has requested the Board permit him to retain his current gear and convert it to personal property so that he may use the gear at his discretion outside of his employment with the Fire District.
- D.** Harker has been advised and is fully aware that this gear cannot be used for any form of firefighting operations.

NOW, THEREFORE, in consideration of the terms, covenants and agreements contained herein, and for other good and valuable consideration, the sufficiency of which the parties hereby acknowledge, the parties agree as follows:

1. The Recitals set forth above are incorporated into and made a part of this Agreement.
2. Harker shall indemnify and hold harmless the Board against all causes of action, claims, demands, liability, loss and expense, including reasonable attorney's and expert's fees, incurred by the Board that may arise from any and all uses of the gear being converted to personal property by Harker. Any damages caused to Harker or by Harker in any manner while in use of the gear shall bear with it no liability to the Board.
3. If any suit, action or proceeding is brought by or against the Board in connection with the use of the gear, Harker shall defend such action with Harker's own attorneys at the cost and expense of Harker.
4. This Agreement shall be binding upon and inure to the benefit of the parties, and their legal representatives, beneficiaries, heirs, successors and assigns.

IN WITNESS WHEREOF, the parties have signed this Agreement the date and year first set forth above.

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

WITNESS:

Daniel Harker

**Neptune Twp Board of Fire Commissioners,
Fire District #1**

James Manning, Secretary

ACKNOWLEDGMENT

State of _____)

County of _____)

On the _____ day of _____, 2021 before me personally appeared

_____ personally known to me to be the person(s)
whose name(s) are subscribed to this instrument, and acknowledged that

(s)he is the party named in the within instrument, and that (s)he executed this Release on
behalf of the said party with full corporate authority to do so.

WITNESS my hand and official seal.

Notary Public

My Commission Expires: _____

RESOLUTION # 2021-1-1-5
A RESOLUTION ADOPTING A TEMPORARY BUDGET
FOR 2021 IN THE AMOUNT OF \$1,021,150.00

Offered By: Comm. Daly

Seconded By: Comm. Sutphin

WHEREAS, the Township of Neptune Fire District #1 has adopted its 2021 Budget on Dec. 15, 2020: 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 has been revised due to COVID by Executive Order No 211, to allow the District to appropriate up to a maximum of 30% of its prior year's total budget, to cover the period between the beginning of the fiscal year and the adoption of the fire district budget to be postponed and held on April 20, 2021, excluding, in both instances, appropriations made for interest and debt redemption charges and capital improvements, is \$1,021,150.00

NOW, THEREFORE, BE IT RESOLVED, that the following temporary 2021 Budget appropriation be authorized,

Operating Appropriations:

Administration:

Salaries and Wages	\$50,000.00
Fringe Benefits	\$47,500.00
Other Expenses: Insurance:	\$100,000.00
Office Expenses	\$30,000.00
Elections	\$32,000.00
Fire Prevention	\$ 5,000.00
Professional Services	\$ 75,000.00

Total Administration **\$339,500.00**

Cost of Operations and Maintenance:

Salaries and Wages	\$140,000.00
Fringe Benefits	\$160,000.00
Uniforms	\$ 9,900.00
Other Expenses:	

Facilities Maintenance (Bldg)	\$45,000.00
Maintenance Repairs (vehicle)	\$75,000.00
Supplies and Equipment	\$20,000.00
Gear Maint.	\$10,000.00
Training and Education	\$ 3,400.00
Utilities	\$50,000.00
Hydrant Rentals	\$70,200.00
Operations and Maintenance Fire Bureau	\$ 1,000.00
Fire Bureau O/E Control	\$40,000.00
FB Fringe Benefits	\$ 13,000.00
Aid to Volunteer Fire Company	\$16,000.00
Aid to First Aids	\$15,000.00
Lease- Hamilton	\$13,150.00

Total Cost of Operations and Maintenance **\$681,650.00**

Total Budget Appropriations **\$1,021,150.00**

Dated: 1-19-21

Governing Body

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

Certified to be a true copy of a resolution adopted on the 19th day of January 2021.

CLERK

RESOLUTION # 2021-1-1-6
RESOLUTION TO FURTHER AMEND LOSAP RESOLUTION #2017-1-9-7
TO ALLOW POINTS TO MEMBERS DUE TO THE COVID-19 PANDEMIC

Offered By: Daly

Seconded By: Sutphin

WHEREAS, The Board of Fire Commissioners of the Neptune Fire District No. 1 has determined it is necessary for member retention and to encourage new member recruitment to amend the Length of Service Awards Program (“LOSAP”) established by Resolution #10-98-20 and further amended by Resolution # 2003-1-2-8, #2017 1-9-7 and 2017-1-8-7;

WHEREAS, the COVID-19 pandemic has impacted the ability for members to participate in Company Meetings, Drilling (Training) Sessions, and Work Party Sessions during the months of April 2020 through August 2020;

WHEREAS, members should not be negatively impacted to achieve a LOSAP award due to the COVID-19 pandemic;

WHEREAS, The Board has determined the following amendment will serve to further the original purpose of enhancing the ability of the Board to continue to provide fire protection services to the citizens and residents of Neptune Township by ensuring the continuation of viable volunteer fire companies and aid in the recruitment of EMS volunteers;

WHEREAS, it shall be the responsibility of an Officer of each company to submit a list of members eligible for the 10 points each month for the 5 months as mentioned above.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Neptune Fire District No. 1 as follows:

1. For the months of April 2020 through August 2020 (five months), a member will be awarded a minimum of 10 points for each month (for a minimum 50 points for the five month period) to make each member whole due to the inability of members to attend Company Meetings, Drilling (Training Sessions) and Work Party Sessions.
2. In the event the member earned more than 10 points in any month between April 2020 and August 2020, the member will earn the actual points earned during said month.

NOW, THEREFORE, BE IT FURTHER RESOLVED, this resolution will be effective immediately and apply to the LOSAP award period in 2020.

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

Resolution amended to add review every 5 years and that it's stated that the reimbursement is for the separate gas line installed for the driveway only.

**RESOLUTION #2021-1-1-7
A RESOLUTION TO REIMBURSE GAS BILL
FOR THE 4 MONTHS TO INCLUDE DECEMBER THRU MARCH
FOR THE HAMILTON FIRE COMPANY**

Offered By: Comm. Daly

Seconded By: Comm. Sutphin

WHEREAS, Recent repairs and renovations were made on the driveway at the Hamilton Fire Company that included the installation of a gas heating system beneath the pavement, and:

WHEREAS, this system is to prevent the accumulation of snow and ice during the winter months, and:

WHEREAS, the Board of Fire Commissioners have determined that they shall assist the Hamilton Fire Company with the payment of the gas invoices during the months of December, January, February and March beginning December 2020 and continue in perpetuity, and:

WHEREAS, every 5 years the Board of Commissioners will have the opportunity to review this agreement to determine whether it should be renewed for another 5 year period, and it covers the gas meter that is dedicated directly toward the driveway.

NOW, THEREFORE, BE IT RESOLVED, It shall be Hamilton Fire Companies responsibility to submitted invoices to the Board office for review prior to payment during the period of December – March of each year and the Board may from time to time work with Hamilton Fire Company and Board professionals to analyze and determine the most efficient way for the system to be used.

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

RESOLUTION # 2021-1-1-8
A RESOLUTION AUTHORIZING EXECUTIVE SESSION

Offered By: Comm. Sutphin

Seconded By: Comm. Daly

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 COVID-19 related time off

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

REPORTS

CHIEF-

ASSISTANT CHIEF- Campbell -gas line went fine except for minor incident of truck being stuck. progress

CAPTAINS-

Pd: Pd FF Doremus- nothing to add to report that was emailed out
Helmets to be discussed

COMMISSIONERS REPORTS:

Commissioner Annunziata: absent

Commissioner Sutphin: Boiler fixed pump was replaced. Leak in roof to be addressed.
Training - Officers Class to be held at All Hands Fire numerous members enrolled.
14th & 15th of April - recertification for Gemtor harness -bail out system

Commissioner Manning: Helmets should be discussed. Sta 3 has heating issues-replaced circuit board. progress

Commissioner Puryear: absent

Pres. Daly: thank you to all for tough year. Grid at Hamilton worked possibly too well, needs thermostat to adjust temperatures.

Pd Captain sent list of Building issues that need to be addressed

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. Sutphin

Seconded By: Comm. Manning

MEETING GOES INTO EXECUTIVE SESSION

RESOLUTION # 2021-1-1-9

A RESOLUTION TO COME BACK TO REGULAR MEETING SESSION

Offered By: Comm. Sutphin

Seconded By: Comm. Manning

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

MOTION TO ADJOURN

Offered By: Comm. Sutphin

Seconded By: Comm. Daly

MEETING ADJOURNED