

WORKSHOP-MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
October 18, 2022

President Manning calls the workshop portion of the October 18, 2022, meeting to order and calls for a flag salute and moment of silence.

President Manning asks the Clerk to Call the Roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
PRES. MANNING	PRESENT
COMM. FRITZ SR.	PRESENT
COMM. MARTUSCELLI	PRESENT
COMM. PURYEAR	PRESENT
COMM. SUTPHIN	PRESENT

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

ITEMS FOR DISCUSSION IN OPEN SESSION

MOTION TO ADJOURN

Offered By: Comm. Puryear

Seconded By: Comm. Puryear

MEETING ADJOURNED

**MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
October 18, 2022**

President Manning calls the October 18, 2022 regular meeting to order.

President Manning asks the Clerk to Call the Roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
PRES. MANNING	PRESENT
COMM. FRITZ SR.	PRESENT
COMM. MARTUSCELLI	PRESENT
COMM. PURYEAR	PRESENT
COMM. SUTPHIN	PRESENT

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

PUBLIC COMMENT-ON AGENDA ITEMS ONLY- none

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 2022-1-10-1
A RESOLUTION TO APPROVE THE PAYMENT OF BILLS AND PAYROLL**

Offered By: Comm. Puryear

Seconded By: Comm. Sutphin

BE IT RESOLVED, the bills total of \$163,487.05 are hereby approved for payment: and,

BE IT RESOLVED, that the total of \$27,265.91 be approved for the 9/30/22 payroll and the total of \$31,656.19 be approved for the 10/15/22 payroll:

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

VOTE: Comm. Fritz Sr: Aye; Comm. Martuscelli.: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Manning: AYE.

RESOLUTION # 2022-1-10-2
A RESOLUTION DISPENSING WITH THE READING OF MINUTES
OF THE September 20, 2022 MEETING

Offered By: Comm. Sutphin

Seconded By: Comm. Puryear

BE IT RESOLVED, that the Clerk dispense with the reading of the minutes of the September 20, 2022 meeting.

VOTE: Comm. Fritz Sr: Aye; Comm. Martuscelli.: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Manning: AYE.

RESOLUTION # 2022-1-10-3
A RESOLUTION TO RATIFY AND APPROVE MINUTES
OF THE September 20, 2022 MEETING

Offered By: Comm. Martuscelli

Seconded By: Comm. Sutphin

BE IT RESOLVED, that the minutes of the Meeting of the September 20, 2022 be ratified and approved.

VOTE: Comm. Fritz Sr: Aye; Comm. Martuscelli.: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Manning: AYE.

RESOLUTION 2022-1-10-4
RESOLUTION AUTHORIZING 3 YEAR SALARY
AGREEMENT FOR FIRE OFFICIAL SEAN DONOHUE

Offered by: Comm. Puryear

Seconded by: Comm. Sutphin

WHEREAS, the Board of Fire Commissioners, Fire District #1 agrees to a 3 year annual salary agreement for the years of 2022, 2023 & 2024 Fire Official Sean Donohue:

WHEREAS, the 3 year agreement shall include as follows:

2022 - 3%

2023 - 3%

2024 - 3%

WHEREAS, the funds are to be provided for in the Budget under the Appropriation entitled Admin, S/W,

NOW, THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners, Fire District #1 does hereby authorize said salary agreement to be effective and retro Jan. 1, 2022.

VOTE: Comm. Fritz Sr: Aye; Comm. Martuscelli.: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Manning: AYE.

**RESOLUTION 2022-1-10-5
A RESOLUTION SCHEDULING A
SPECIAL MEETING FOR November 1, 2022**

Offered By: Comm. Sutphin

Seconded By: Comm. Martuscelli

WHEREAS; The Board of Fire Commissioners intends to appropriate capital funds to acquire a new Chief's vehicle as part of an ongoing equipment replacement program and for required building upgrades to the Shark River and Unexcelled Firehouses, and;

WHEREAS; N.J.S.A. 40A:14-84 provides, in relevant part, that the legal voters of a fire district may vote to raise money for capital improvements to a firehouse and to acquire equipment and apparatus used for fire suppression/fire protection purposes at a "Special Meeting" called on ten days notice for such purposes; and

WHEREAS; Said statute further provides that if the proposed capital improvement project is approved by the voters participating in the "Special Meeting", the revenues so approved shall be included in the next succeeding annual budget of the fire district in the section of the budget for capital appropriations; and

WHEREAS; It is the considered opinion of the Board of Fire Commissioners that the proposed acquisition of new firefighting apparatus and Building upgrades can be accomplished without the imposition of an additional tax burden on the District's taxpayers as the moneys to be expended will be taken from the capital funds accumulated by the Board.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Neptune Township that a "Special Meeting" be, and the same is hereby scheduled for November 1, 2022 between the hours of 6:00 p.m. and 9:00 pm at the Shark River Firehouse for the purpose of requesting voter approval of the above specified capital improvement.

BE IT FURTHER RESOLVED that at said special meeting the assembled voters shall be asked to vote upon the following questions:

QUESTION #1

SHALL THE BOARD OF FIRE COMMISSIONERS, TOWNSHIP OF NEPTUNE, FIRE DISTRICT NO.1, BE AUTHORIZED TO APPROPRIATE FROM ITS RESTRICTED FUND BALANCE UP TO \$65,000 FOR A NEW CHIEF'S VEHICLE, WHICH IS TO INCLUDE REQUIRED LIGHTS AND MISC.

EXPLANATION

THE BOARD OF FIRE COMMISSIONERS, TWP OF NEPTUNE, FIRE DISTRICT #1 PROPOSES TO PURCHASE A NEW CHIEF'S VEHICLE TO REPLACE A 2016 CHEVY TAHOE AS PART OF AN ONGOING REPLACEMENT PROGRAM

QUESTION #2

SHALL THE BOARD OF FIRE COMMISSIONERS, TOWNSHIP OF NEPTUNE, FIRE DISTRICT NO.1, BE AUTHORIZED TO APPROPRIATE FROM ITS RESTRICTED FUND BALANCE UP TO \$350,000.00 FOR REQUIRED UPGRADES TO THE SHARK RIVER AND UNEXCELLED FIREHOUSES

EXPLANATION

THE BOARD OF FIRE COMMISSIONERS, TWP OF NEPTUNE, FIRE DISTRICT #1 PROPOSES REQUIRED COMPLIANCE UPGRADES TO THE SHARK RIVER AND UNEXCELLED FIREHOUSES.

QUESTION #3

SHALL THE BOARD OF FIRE COMMISSIONERS, TOWNSHIP OF NEPTUNE, FIRE DISTRICT NO.1, BE AUTHORIZED TO APPROPRIATE FROM ITS RESTRICTED FUND BALANCE UP TO \$222,000.00 FOR SIDING TO THE LIBERTY FIREHOUSE.

EXPLANATION

THE BOARD OF FIRE COMMISSIONERS, TWP OF NEPTUNE, FIRE DISTRICT #1 PROPOSES TO COMPLETE THE SIDING PROJECT TO THE LIBERTY FIREHOUSE.

VOTE: Comm. Fritz Sr: Aye; Comm. Martuscelli.: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Manning: AYE.

RESOLUTION 2022-1-10-6
A RESOLUTION TO AMEND SOG #003

Offered By: Comm. Sutphin

Seconded By: Comm. Martuscelli

WHEREAS, the need has been found to make revisions to the Neptune Fire District #1 Qualifications For Company Officers SOG #003, and:

WHEREAS, the revisions shall be as follow:

under **PROCEDURE: ALL PERSONEL RUNNING FOR AND HOLDING AN OFFICER RANK SHALL ADHERE TO THE FOLLOWING**, shall be changed to read:

- MUST HAVE BEEN AN ACTIVE REGULAR MEMBER OF THE DISTRICT FOR A PERIOD OF NO LESS THAN **THREE (3) YEARS**

and under **REQUIREMENTS: 2ND LIEUTENANT** changes shall be:

- **MUST HAVE 3 YEARS ACTIVE FIREFIGHTER**
- **FIREGROUND STRATEGY AND TACTICS (12+ HOURS)**

WHEREAS, a copy of this SOG 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 revised Qualifications For Company Officers SOG #003 as stated above.

VOTE: Comm. Fritz Sr: Aye; Comm. Martuscelli.: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Manning: AYE.

RESOLUTION # 2022-1-10-7
A RESOLUTION AUTHORIZING EXECUTIVE SESSION

Offered By: Comm.

Seconded By: Comm.

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:

- * Contract Negotiations - update on Contract negotiations with union (Labor Attorney to be present)
- * Personnel - discussion regarding Duty Crew Coordinator position.

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. Fritz Sr: Aye; Comm. Martuscelli.: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Manning: AYE.

NEW BUSINESS:

REPORTS

CHIEF-

ASSISTANT CHIEF-

CAPTAINS-

Shark River – A Fritz Jr – Smoke house rescheduled to Oct 27 due to weather.
Notifications made

Pd:

ADMINISTRATOR: Budget in progress. Avakian sent reports on Liberty updates Update on SHR kitchen to complete.

SHR steam cleaning scheduled for tomorrow.

COMMISSIONERS REPORTS:

Commissioner Puryear: Progress – Damage list comprised from Lintel work

Commissioner Fritz Sr.: Vehicle repair report given.

Commissioner Martuscelli: Progress. D4H Labels for system discussed.

Commissioner Sutphin: Progress. Unexcelled to do labor on engine room bathroom.
Duty Crew program is working, Calls getting answered quicky

President Manning: Progress. Commends change in SOG and Duty Crew

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. Martuscelli

MEETING GOES INTO EXECUTIVE SESSION

RESOLUTION # 2022-1-10-8

A RESOLUTION TO COME BACK TO REGULAR MEETING SESSION

Offered By: Comm. Martuscelli

Seconded By: Comm. Puryear

VOTE:

Comm. Fritz Sr: Aye; Comm. Martuscelli.: AYE;

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

MOTION TO ADJOURN

Offered By: Comm. Martuscelli

Seconded By: Comm. Manning

MEETING ADJOURNED