

**WORKSHOP-MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
November 21, 2023**

President Manning calls the workshop portion of the November 21, 2023, 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	absent/OOS

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 - none

MOTION TO ADJOURN
Offered By: Comm. Fritz
MEETING ADJOURNED

Seconded By: Comm. Puryear

**MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
November 21, 2023**

President Manning calls the November 21, 2023 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	absent/OOS

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 2023-1-11-1
A RESOLUTION TO APPROVE THE PAYMENT OF BILLS AND PAYROLL**

Offered By: Comm. Puryear

Seconded By: Comm. Martuscelli

BE IT RESOLVED, the bills total of \$185,625.57 are hereby approved for payment: and,

BE IT RESOLVED, that the total of \$26,783.00 be approved for the 10/31/23 payroll and the total of \$27,717.80 be approved for the 11/15/23 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: absent; Pres. Manning: AYE.

RESOLUTION # 2023-1-11-2
A RESOLUTION DISPENSING WITH THE READING OF MINUTES
OF THE October 17, 2023 MEETING

Offered By: Comm. Martuscelli

Seconded By: Comm. Puryear

BE IT RESOLVED, that the Clerk dispense with the reading of the minutes of the October 17, 2023 meeting.

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

RESOLUTION # 2023-1-11-3
A RESOLUTION TO RATIFY AND APPROVE MINUTES
OF THE October 17, 2023 MEETING

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

BE IT RESOLVED, that the minutes of the Meeting of the October 17, 2023 be ratified and approved.

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

RESOLUTION # 2023-1-11-4
A RESOLUTION TO AUTHORIZE TRANSFER OF
2023 APPROPRIATIONS

Offered By: Comm. Fritz

Seconded By: Comm. Puryear

BE IT RESOLVED, the following 2023 Appropriations be transferred:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
Dist. Ins	Vehicles, Misc	\$50,000.00
Fire Dept Health	Vehicles, Misc	\$50,000.00

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

RESOLUTION # 2023-1-11-5
A RESOLUTION FIXING NEPTUNE FIRE DISTRICT #1
COMMISSIONERS COMPENSATION

Offered By: Comm. Martuscelli

Seconded By: Comm. Puryear

WHEREAS; N.J.S.A.40A:14-88 provides that the board shall fix the amount of compensation each commissioner shall receive subject to review by the governing body wherein the fire district is located; and

WHEREAS; The board has carefully reviewed the compensation of each fire commissioner and has determined that for the year 2024 the compensation to be paid each elected commissioner shall be \$5,000.00

NOW, THEREFOR BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Neptune Township that a certified true copy of this Resolution be forwarded to the Governing body of Neptune Township as required by said statute and then included in the annual budget proposed for the year 2024.

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

RESOLUTION # 2023-1-11-6
A RESOLUTION TO APPLY FOR GRANT

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

WHEREAS, the Neptune Fire District 1 Board of Fire Commissioners desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$75,000.00 to carry out a project to acquire and purchase Scott Air Paks and other associated personal protective equipment

Be it therefore RESOLVED,

1) That the Neptune Fire District 1 Board of Fire Commissioners does hereby authorize the application for such a grant; and,

2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Neptune Fire District 1 Board of Fire Commissioners and the New Jersey Department of Community Affairs.

Be it further RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

signature

signature

type or print name

type or print name

Title

title

CERTIFICATION:

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

I, Albert Fritz, the Clerk of Neptune Fire District 1 Board of Fire Commissioners hereby certify that a meeting of the Board of Fire Commissioners held on 11/21/23 the above resolution was duly adopted.

Affix seal

Signature of Board Secretary

2024 BUDGET RESOLUTION

**TOWNSHIP OF NEPTUNE
FIRE DISTRICT #1
RESOLUTION # 2023-1-11-7**

FISCAL YEAR FROM JANUARY 1, 2024 TO DECEMBER 31, 2024

Offered By: Comm. Fritz

Seconded By: Comm. Puryear

WHEREAS, the Annual Budget for the Neptune Fire District No. 1 (the “Fire District”) for the fiscal year beginning January 1, 2024 and ending December 31, 2024 has been presented before the Board of Commissioners of the Fire District at its open public meeting of November 21, 2023 and

WHEREAS, the budget as introduced 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 introduced reflects Total Revenues of \$7,050,820.00, which includes an amount to be raised by taxation of \$3,350,232.00 and Total Appropriations of \$7,050,820.00; and

WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A: 14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount of surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on November 21, 2023 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2024 and ending December 31, 2024 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District outstanding debt obligation, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for Adoption on December 19, 2023.

Board of Fire Commissioners Recorded Vote

Member	AYE	NAY	ABSTAIN	ABSENT
Albert Fritz Sr	X			
James Manning Jr	X			
Frank Martuscelli	X			
Todd Puryear	X			
Frank Sutphin				X

Certified by: _____
Comm. Albert Fritz Sr

Date:

RESOLUTION # 2023-1-11-8
A RESOLUTION AUTHORIZING EXECUTIVE SESSION

Offered By: Comm. Fritz

Seconded By: Comm. Manning

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:

- Personnel issue pertaining to Office staff salary.
- Personnel - Holidays for 2024
- Personnel issue pertaining to company officers
-

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: absent; Pres. Manning: AYE.

NEW BUSINESS:

REPORTS

CHIEF- Mauro reports on calls. Reports on radios. Nov 30th Solar panel drill coming up. Dec 21 Neptune Rec hosting Winter Solstice -Fire Dept participating. CO meters calibrating. Liberty building is dark during construction – may get light from OEM.

ASSISTANT CHIEF-

CAPTAINS- Liberty -Campbell reports missing radio #2

Pd:

ADMINISTRATOR: Fritz - process on missing radio discussed.
Feels Pd should do drill on proper charging of radios.
Liberty siding update given

COMMISSIONERS REPORTS:

Commissioner Puryear: progress

Commissioner Fritz Sr.: Gives truck report

Commissioner Martuscelli: progress

Commissioner Sutphin:

President Manning: gives update on grant

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.

MOTION TO GO INTO EXECUTIVE SESSION

Offered By: Comm. Fritz

Seconded By: Comm. Puryear

MEETING GOES INTO EXECUTIVE SESSION

RESOLUTION # 2023-1-11-9

A RESOLUTION TO COME BACK TO REGULAR MEETING SESSION

Offered By: Comm. Puryear

Seconded By: Comm. Martuscelli

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

MOTION TO ADJOURN

Offered By: Comm. Manning

Seconded By: Comm. Martuscelli

MEETING ADJOURNED