

**WORKSHOP-MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
January 16, 2024**

President Manning calls the workshop portion of the January 16, 2024, 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. MARTUSCEL	PRESENT
COMM. PURYEAR	PRESENT
COMM. SUTPHIN	absent

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

Floor maintenance quarterly for SHR discussed and approved

MOTION TO ADJOURN

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

MEETING ADJOURNED

MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
January 16, 2024

President Manning calls the January 16, 2024 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

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

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 2024-2-1-1
A RESOLUTION TO APPROVE THE PAYMENT OF BILLS AND PAYROLL

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

BE IT RESOLVED, the bills total of \$146,308.73 are hereby approved for payment: and,

BE IT RESOLVED, that the total of \$32,837.08 be approved for the 12/31/23 payroll and the total of \$26,746.12 be approved for the 1/15/24 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 # 2024-2-1-2
A RESOLUTION DISPENSING WITH THE READING OF MINUTES
OF THE December 19, 2023 MEETING

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

BE IT RESOLVED, that the Clerk dispense with the reading of the minutes of the December 19, 2023 meeting.

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

RESOLUTION # 2024-2-1-3
A RESOLUTION TO RATIFY AND APPROVE MINUTES
OF THE December 19, 2023 MEETING

Offered By: Comm. Martuscelli

Seconded By: Comm. Puryear

BE IT RESOLVED, that the minutes of the Meeting of the December 19, 2023 be ratified and approved.

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

RESOLUTION # 2024-2-1-4
A RESOLUTION ADOPTING A TEMPORARY BUDGET
FOR 2024 IN THE AMOUNT OF \$596,956.00

Offered By: Comm. Fritz

Seconded By: Comm. Manning

WHEREAS, the Township of Neptune Fire District #1 has adopted its 2024 Budget on Dec. 19, 2023: 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 **\$596,956.00**

NOW, THEREFORE, BE IT RESOLVED, that the following temporary 2024 Budget appropriation be authorized,

Operating Appropriations:

Administration:

Salaries and Wages	\$ 61,000.00
Fringe Benefits	\$ 45,000.00
Other Expenses: Insurance:	\$ 50,000.00
Office Expenses	\$ 14,000.00
Elections	\$ 2,000.00
Fire Prevention	\$ 1,000.00
Professional Services	\$ 41,600.00

Total Administration **\$214,600.00**

Cost of Operations and Maintenance:

Salaries and Wages	\$98,100.00
Fringe Benefits	\$40,000.00
Uniforms	\$ 8,800.00
Recruitment Retention	\$40,000.00

Facilities Maintenance (Bldg)	\$20,000.00
Maintenance Repairs (vehicle)	\$35,000.00
Supplies and Equipment	\$10,000.00
Training and Education	\$ 5,000.00
Utilities	\$12,956.00
Hydrant Rentals	\$45,000.00

Operations and Maintenance Fire Bureau \$ 3,000.00

Fire Bureau O/E Control \$20,000.00
FB Fringe Benefits \$ 8,250.00
Aid to Volunteer Fire Company \$20,000.00
Aid to First Aids \$16,250.00

Total Cost of Operations and Maintenance \$382,356.00

Total Budget Appropriations \$596,956.00

Dated: 1-16-24

Governing Body

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

Certified to be a true copy of a resolution adopted on the 17th day of January 2024.

**RESOLUTION # 2024-2-1-5
A RESOLUTION AUTHORIZING EXECUTIVE SESSION**

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

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 Career Captain 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: absent; Pres. Manning: AYE.

NEW BUSINESS: none

REPORTS

CHIEF- Mauro sent end of year report and was reviewed by Commissioners

ASSISTANT CHIEF-

CAPTAINS-

Pd:

ADMINISTRATOR: Liberty project update discussed. Change orders need to be addressed.

Unexcelled & Liberty leaks being addressed.

COMMISSIONERS REPORTS:

Commissioner Puryear: Liberty project discussed.

Commissioner Fritz Sr.: 3-76 back in service- Thanks Hosing Authority for salting prior to meeting.

Commissioner Martuscelli: Heater in driveway at Hamilton working fine. Progress

Commissioner Sutphin:

President Manning: Thanks all for a great 2023. Progress

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.

Seconded By: Comm.

MEETING GOES INTO EXECUTIVE SESSION

RESOLUTION # 2024-2-1-6
A RESOLUTION TO COME BACK TO REGULAR MEETING SESSION

Offered By: Comm. Fritz

Seconded By: Comm. Puryear

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

RESOLUTION # 2024-2-1-7
A RESOLUTION TO APPOINT CAREER CAPTAIN

Offered By: Comm. Martuscelli

Seconded By: Comm. Puryear

WHEREAS, The Township of Neptune Fire District #1 has found the need to designate a member of the District to the Career Captain position; and

WHEREAS, the District has determined that Matthew Kepler meets all the qualifications for the Career position; and

WHEREAS, the salary designated for the Career Captain position shall be at Step 1 of the captains salary guide being set at \$99,232.00 according to the CBA; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners that Matthew Kepler shall be appointed to the Career Captain position at the Step 1 captains salary of \$99,232.00 effective 2/1/24.

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

RESOLUTION # 2024-2-1-8
A RESOLUTION TO APPROVE CHANGE ORDER FOR THE
LIBERTY FIREHOUSE SIDING PROJECT

Offered By: Comm. Puryear

Seconded By: Comm. Manning

WHEREAS, The Township of Neptune Fire District #1 has reviewed a change order submitted by Abhzeen Design related to the siding upgrade at the Liberty Firehouse, and

WHEREAS, the District is seeking to approve the change order in the amount of \$20,262.32 for:

1. Fabricate/Install Aluminum Window & Door Returns
2. East Stairwell Exterior Door Replacement

NOW, THEREFORE, BE IT RESOLVED, the change order of \$20,262.32 has been approved.

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

MOTION TO ADJOURN

Offered By: Comm. Martuscelli

Seconded By: Comm. Manning

MEETING ADJOURNED