

**WORKSHOP-MINUTES  
BOARD OF FIRE COMMISSIONERS  
NEPTUNE FIRE DISTRICT NO. 1  
March 19, 2024**

President Manning calls the workshop portion of the March 19, 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. MARTUSCELLI	PRESENT
COMM. PURYEAR	absent
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** - none

**MOTION TO ADJOURN**  
Offered By: Comm. Fritz  
**MEETING ADJOURNED**

Seconded By: Comm. Martuscelli

**MINUTES  
BOARD OF FIRE COMMISSIONERS  
NEPTUNE FIRE DISTRICT NO. 1  
March 19, 2024**

President Manning calls the March 19, 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	absent
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 2024-2-3-1  
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 \$319,551.96 are hereby approved for payment: and,

**BE IT RESOLVED**, that the total of \$29,308.25 be approved for the 3/15/24 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: absent; Comm. Sutphin: absent; Pres. Manning: AYE.

**RESOLUTION # 2024-2-3-2**  
**A RESOLUTION DISPENSING WITH THE READING OF MINUTES**  
**OF THE March 5, 2024, RE-ORGANIZATION MEETING**

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

**BE IT RESOLVED**, that the Clerk dispense with the reading of the minutes of the March 5, 2024 Reorganization Meeting.

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

**RESOLUTION # 2024-2-3-3**  
**A RESOLUTION TO RATIFY AND APPROVE MINUTES**  
**OF THE March 5, 2024 REORGANIZATION MEETING**

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

**BE IT RESOLVED**, that the minutes of the Reorganization Meeting of March 5, 2024 be ratified and approved.

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

**RESOLUTION #2024-2-3-4  
A RESOLUTION ACCEPTING BID FOR  
SHARK RIVER & UNEXCELLED BUNK ROOM PROJECT**

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

**WHEREAS**, the Board of Fire Commissioners require to install bunk rooms at the Shark River Firehouse & the Unexcelled Firehouse: and

**WHEREAS**, a Special Meeting was held on November 1, 2022 whereas the Capital Expenditure was approved by the Taxpayers of Neptune Township; and

**WHEREAS**, the bids were submitted as Contract A, B & C, and

**WHEREAS**, there were only sufficient funds for Contract A & B, and

**WHEREAS**, the Bids received for contract A & B were as follows:

JR Contracting & Environmental	in the total amount of \$465,000.00
Santorini Construction.	in the total amount of \$454,000.00
Four Star Developers	in the total amount of \$351,000.00
J&M contracting	in the total amount of \$333,000.00

**WHEREAS**, bids were opened and read on 2/15/24 at 3:00 pm; and

**WHEREAS**, the bids were reviewed, and it was determined that the bid submitted by J&M Contracting was the lowest bid and was found to include all mandatory and required bid specifications; and

**WHEREAS** funds for this project shall be provided for in the Capital budget account known as Bldg/Maint. and the Board Treasurer has so certified.

**NOW, THEREFORE**, the Board of Fire Commissioners do hereby approve the bid submitted by J&M Contracting in the amount of \$333,000.00.

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

**RESOLUTION # 2024-2-3-5**  
**A RESOLUTION TO APPROVE FIRST DUE**  
**PROGRAM PACKAGE**

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

**WHEREAS**, the Board has found the need to change its current programming packages and to combine into one;

**WHEREAS**, the Board has received a quote from First Due which would include the following modules:

- Occupancy management & Pre-Incident Planning
- Inspections
- Invoicing
- First Due payment
- Permits
- Investigations
- Incident Reporting-NFIRS
- Personnel Management
- Training Records
- Events & Activities
- Assets & Inventory
- CAD Integration
- Implementation and Configuration Services
- Essential 4 hour online Training package

**WHEREAS**, combining these programming packages would create a savings to the district, and

**WHEREAS**, the quote received was in the amount of \$16,350.00, which includes a one time fee of 3,550.00 and the subscription renewal of \$12,800.00.

**WHEREAS**, funds for this programming package shall be provided for the in the Annual Budget, under the account known as FB, Misc., and the Board Treasurer has so certified.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Fire Commissioners do hereby authorize and approve the implementation of the First Due Program package as stated above.

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

**RESOLUTION # 2024-2-3-6**  
**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:

- Labor Attorney James Plosia to review two litigation cases
- Personnel - discussion regarding Firefighter application to Hamilton Fire Company

**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: absent; Comm. Sutphin: absent; Pres. Manning: AYE.

**NEW BUSINESS:**

**REPORTS**

CHIEF-

ASSISTANT CHIEF- Good job being done by all. D4H input being done – New chief vehicle discussed no red in sight. progress

CAPTAINS-

Pd:

ADMINISTRATOR: told red vehicle may be in in June – Liberty final walk around done. progress

**COMMISSIONERS REPORTS:**

Commissioner Puryear:

Commissioner Fritz Sr.: Pierce drawings signed off possible Nov delivery -progress

Commissioner Martuscelli: progress

Commissioner Sutphin:

President Manning: 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. Martuscelli

Seconded By: Comm. Manning

**MEETING GOES INTO EXECUTIVE SESSION**

**RESOLUTION # 2024-2-3-7**

**A RESOLUTION TO COME BACK TO REGULAR MEETING SESSION**

Offered By: Comm. Fritz

Seconded By: Comm. Martuscelli

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

**RESOLUTION #2024-1-3-8**  
**A RESOLUTION TO SETTLE LAWSUIT**  
**IN THE MATTER OF LEVAR WRIGHT**

Offered By: Comm. Manning

Seconded By: Comm. Martuscelli

**WHEREAS**, Levar Wright filed a lawsuit against Neptune Township Board of Fire Commissioners District #1; and

**WHEREAS**, the parties have agreed to reach a settlement to resolve the lawsuit without the need of any further litigation; and

**NOW, THEREFORE, BE IT RESOLVED**, the Neptune Township Board of Fire Commissioners hereby authorizes Frank Martuscelli to execute a stipulation of settlement to resolve the matter of Levar Wright Vs. Neptune Township Board of Fire Commissioners.

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

**MOTION TO ADJOURN**

Offered By: Comm. Fritz  
**MEETING ADJOURNED**

Seconded By: Comm. Martuscelli