

**WORKSHOP-MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
DECEMBER 13, 2016**

President Fritz calls the workshop portion of the December 13, 2016, meeting to order and calls for a flag salute and moment of silence.

President Fritz asks the Clerk to Call the Roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
PRES. FRITZ	PRESENT
COMM. ANNUNZIATA	PRESENT
COMM. DALY	PRESENT
COMM. MARTUSCELLI	PRESENT
COMM. PURYEAR	PRESENT

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

ITEMS FOR DISCUSSION IN OPEN SESSION

Status of 34-73- permanently out of service

MOTION TO ADJOURN

Offered By: Comm. Martuscelli

Seconded By: Comm. Puryear

MEETING ADJOURNED

**MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
DECEMBER 13, 2016**

President Fritz calls DECEMBER 13, 2016 regular meeting to order.

President Fritz asks the Clerk to Call the Roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
PRES. FRITZ	PRESENT
COMM. ANNUNZIATA	PRESENT
COMM. DALY	PRESENT
COMM. MARTUSCELLI	PRESENT
COMM. PURYEAR	PRESENT

President Fritz 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 Fritz 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 2016-1-12-1
A RESOLUTION TO APPROVE THE PAYMENT OF BILLS AND PAYROLL**

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

BE IT RESOLVED, the bills total of \$163,552.66 are hereby approved for payment: and,

BE IT RESOLVED, that the total of \$21,280.26 be approved for the 12/15/16 payroll:

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

VOTE: Comm. Annunziata: AYE; Comm. Daly: AYE; Comm. Martuscelli: AYE;
Comm. Puryear: AYE; Pres. Fritz: AYE.

RESOLUTION # 2016-1-12-2
A RESOLUTION DISPENSING WITH THE READING OF MINUTES
OF THE NOVEMBER 22, 2016, 2016 MEETING

Offered By: Comm. Puryear

Seconded By: Comm. Martuscelli

BE IT RESOLVED, that the Clerk dispense with the reading of the minutes of the November 22, 2016 meeting.

VOTE: Comm. Annunziata: AYE; Comm. Daly: AYE; Comm. Martuscelli: AYE;
Comm. Puryear: AYE; Pres. Fritz: AYE.

RESOLUTION # 2016-1-12-3
A RESOLUTION TO RATIFY AND APPROVE MINUTES
OF THE NOVEMBER 22, 2016 MEETING

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

BE IT RESOLVED, that the minutes of the Meeting of the November 22, 2016 be ratified and approved.

VOTE: Comm. Annunziata: AYE; Comm. Daly: AYE; Comm. Martuscelli: AYE;
Comm. Puryear: AYE; Pres. Fritz: AYE.

RESOLUTION # 2016-1-12-4
A RESOLUTION TO AUTHORIZE TRANSFER OF
2016 APPROPRIATIONS

Offered By: Comm. Puryear

Seconded By: Comm. Annunziata

BE IT RESOLVED, the following 2016 Appropriations be transferred:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
Fire Bureau/Health	Fire Bureau/Misc	\$ 3,000.00

VOTE: Comm. Annunziata: AYE; Comm. Daly: AYE; Comm. Martuscelli: AYE;
Comm. Puryear: AYE; Pres. Fritz: AYE.

RESOLUTION # 2016-1-12-5
TOWNSHIP OF NEPTUNE FIRE DISTRICT #1
A RESOLUTION TO APPROVE 2015 AUDIT

Offered By: Comm. Puryear

Seconded By: Comm. Daly

WHEREAS, N.J.S.A. 40A:5A-15 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2015 has been completed and filed with the Director of the Division of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the governing body of each Authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments and Recommendations" and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments and Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW THEREFORE BE IT RESOLVED, that the governing body of the Township of Neptune Fire District #1 hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2015, and specifically has reviewed the sections of the audit report entitled "General Comments and Recommendations", and has evidenced same by the group affidavit in the form prescribed by the Local Finance Board,

BE IT FURTHER RESOLVED that the Clerk of the Authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON December 13, 2016.

VOTE: Comm. Annunziata: AYE; Comm. Daly: AYE; Comm. Martuscelli: AYE;
Comm. Puryear: AYE; Pres. Fritz: AYE.

RESOLUTION # 2016-1-12-7
A RESOLUTION FOR BUDGET TO BE READ BY TITLE ONLY

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

WHEREAS, the Annual Budget for 2017 was presented at the open public meeting held on December 13, 2016, and:

WHEREAS, for at least 1 week prior to 12/13/16 meeting for public comment on budget, a complete copy of approved budget was posted in a public place as public notices are usually posted in District, and has been made available to each person requesting a copy during said week, and:

WHEREAS, copies are available during this public hearing in compliance with N.J.S. 40A:14-78.2.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioner of Neptune Township District #1, that the Budget shall be read by title only.

VOTE: Comm. Annunziata: AYE; Comm. Daly: AYE; Comm. Martuscelli: AYE;
Comm. Puryear: AYE; Pres. Fritz: AYE.

RESOLUTION # 2016-1-12-8
2017 ADOPTED BUDGET RESOLUTION
NEPTUNE FIRE DISTRICT #1
FISCAL YEAR: January 1, 2017 to December 31, 2017

Offered By: Comm. Annunziata

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, 2017 and ending December 31, 2017, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of December 13, 2016; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget 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 presented for adoption reflects Total Revenues of \$3,752,685, which includes amount to be raised by taxation of \$2,882,268, and Total Appropriations of \$3,752,685; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on December 13, 2016 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2017 and ending December 31, 2017, is hereby adopted and shall constitute appropriations for the purposes stated and authorization of Total Revenues of 3,752,685, which includes amount to be raised by taxation of \$2,882,268 and Total Appropriations of \$3,752,685; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

 (Secretary's Signature) 12/13/16
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Paul Annunziata	X			
Arthur Daly	X			
Frank Martuscelli	X			
Todd Puryear	X			
John Fritz	X			

RESOLUTION # 2016-1-12-9
A RESOLUTION AUTHORIZING EXECUTIVE SESSION

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

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 Office Employee salaries
- Legal/Personnel issue pertaining to Paid Division employee 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: AYE; Comm. Daly: AYE; Comm. Martuscelli: AYE;
Comm. Puryear: AYE; Pres. Fritz: AYE.

NEW BUSINESS:

Decals being cut for new Chiefs vehicles

REPORTS

CHIEF-

ASSISTANT CHIEF- Mascarelli-progress – Additional wiring needed for new chief vehicles discussed.

CAPTAINS-

Liberty-Holcombe-progress

COMMISSIONERS REPORTS:

Hamilton-Annunziata-progress

Liberty-Puryear-furnace issue discussed. Garage doors have gaps. Stucco work discussed.
Hot water heater at Brd office being addressed.

Unexcelled-Daly-Boiler discussed

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.

Carl Brandimarte-Liberty discussed Liberty's new engine

RESOLUTION #2016-1-12-10
AUTHORIZE THE PURCHASE OF FIRE APPARATUS FROM PIERCE
A PIERCE ENFORCER NWI HDR WITH COMPRESSOR
MANUFACTURING COMPANY THROUGH THE
HOUSTON-GALVASTON AREA COUNCIL PURCHASING PROGRAM

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

WHEREAS, the Neptune Township Fire District No. 1 wishes to replace a 1994 International Air/Light Truck through Pierce Manufacturing Company, a qualified vendor under the Houston-Galvaston Area Council Purchasing Program (H-GAC); and,

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Laws, N.J.S. 40A:11-12; and,

WHEREAS, Pierce Manufacturing Company has been awarded H-GAC Contract No. FS12-15, Bid #339 for this apparatus; and,

WHEREAS, the Fire District's Qualified Purchasing Agent recommends the utilization of this contract on the grounds that the price reflects a substantial savings; and,

WHEREAS, the amount of the purchases of this piece of apparatus shall not exceed \$783,330.49; and,

WHEREAS, funds for this purpose are available from the District's Capital Reserve-New Trucks and Equipment, and the District's Clerk has so certified,

THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners, Fire District No. 1, Township of Neptune that the District purchase one (1) Pierce Enforcer NWI HDR with Compressor from Pierce Manufacturing Company, through the H-GAC Purchasing Program at an amount not to exceed \$783,330.49 and,

BE IT FURTHER RESOLVED, the chassis and prepayment options are to be employed by the Board to reflect savings under this purchase contract.

VOTE: Comm. Annunziata: AYE; Comm. Daly: AYE; Comm. Martuscelli: NAY;
Comm. Puryear: AYE; Pres. Fritz: NAY.

MOTION TO GO INTO EXECUTIVE SESSION

Offered By: Comm. Martuscelli

Seconded By: Comm. Annunziata

MEETING GOES INTO EXECUTIVE SESSION

RESOLUTION # 2016-1-12-11
A RESOLUTION TO COME BACK TO REGULAR MEETING SESSION

Offered By: Comm. Annunziata

Seconded By: Comm. Puryear

VOTE: Comm. Annunziata: AYE; Comm. Daly: AYE; Comm. Martuscelli: AYE;
Comm. Puryear: AYE; Pres. Fritz: AYE.

RESOLUTION # 2016-1-12-6
RESOLUTION AUTHORIZING 4 YEAR SALARY
AGREEMENT FOR SALARIED FULL TIME OFFICE STAFF

Offered by: Comm. Annunziata

Seconded by: Comm. Puryear

WHEREAS, the Board of Fire Commissioners, Fire District #1 agrees to a 4 year annual salary agreement for the years of 2017, 2018, 2019 & 2020 for Cindy Warrick, Full Time Finance Clerk & Fran Ciccone, Full Time Administrative Assistant:

WHEREAS, the 4 year salary agreement is to include a 10% Employee cost share of Health contribution freeze for each of the 4 years listed above,

WHEREAS, the first year of 2017 is to include a \$2.00 an hour raise, and

WHEREAS, the remaining years shall include an annual salary increase as follows:
2018 - 2%, 2019 - 2%, 2020 - 2%

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 Jan. 1, 2017.

VOTE: Comm. Annunziata: AYE; Comm. Daly: AYE; Comm. Martuscelli: AYE;
Comm. Puryear: AYE; Pres. Fritz: AYE.

MOTION TO ADJOURN

Offered By: Comm. Annunziata

Seconded By: Comm. Daly

MEETING ADJOURNED