

**MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
SPECIAL MEETING
October 16, 2018**

President Daly calls the October 16, 2018, special meeting to order.

President Daly asks the Clerk to Call the Roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
PRES. DALY	PRESENT
COMM. ANNUNZIATA	absent (serving Hurricane relief in Fla)
COMM. MANNING	PRESENT
COMM. PURYEAR	absent
COMM. SUTPHIN	PRESENT

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

PUBLIC COMMENT-ON CAPITAL APPROPRIATIONS QUESTION ONLY-

Vote taken by ballot

VOTERS TALLY ANNOUNCED:

Question #1- Hamilton Driveway	<u>YES: 8</u>	<u>NO: 1</u>	<u>ABSTAIN: 0</u>
Question #2- 2 FO & 1 Utility vehicles	<u>YES: 9</u>	<u>NO: 0</u>	<u>ABSTAIN: 0</u>
Question #3- New Pumper	<u>YES: 7</u>	<u>NO: 1</u>	<u>ABSTAIN: 1</u>

Treas. Signature
Neptune Fire District #1

10/16/18
Date

MOTION TO ADJOURN
Offered by: Comm. Daly
MEETING ADJOURNED

Seconded: Comm. Sutphin

**WORKSHOP-MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
October 16, 2018**

President Daly calls the workshop portion of the October 16, 2018, meeting to order and calls for a flag salute and moment of silence.

President Daly asks the Clerk to Call the Roll:

PRES. DALY	PRESENT
COMM. ANNUNZIATA	absent (serving Hurricane relief in Fla)
COMM. MANNING	PRESENT
COMM. PURYEAR	absent – Present (arrived at 7:08pm)
COMM. SUTPHIN	PRESENT

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

**BIDS for the 2nd Phase Stucco project at Shark River Hills Firehouse
OPENED AND READ ON 10/16/18 as follows:**

MTB, LLC	in the amount of \$ 44,000.00
Spartan Construction	in the amount of \$135,000.00
Michael J Malpere Co	in the amount of \$ 64,350.00
George Koustas Const.	in the amount of \$110,000.00
Ascend Const. Mgt.	in the amount of \$ 79,000.00
Cypreco Industries	in the amount of \$ 48,865.00
M & N Construction	in the amount of \$ 44,900.00
J & M Quality Cont.	in the amount of \$ 56,265.00

ITEMS FOR DISCUSSION IN OPEN SESSION

Ex Chief & Captains badges – to be discussed with Chief & Captains

MOTION TO ADJOURN

Offered By: Comm. Sutphin

Seconded By: Comm. Puryear

MEETING ADJOURNED

**MINUTES
BOARD OF FIRE COMMISSIONERS
NEPTUNE FIRE DISTRICT NO. 1
October 16, 2018**

President Daly calls October 16, 2018 regular meeting to order.

President Daly asks the Clerk to Call the Roll:

PRES. DALY	PRESENT
COMM. ANNUNZIATA	absent (serving Hurricane relief in Fla)
COMM. MANNING	PRESENT
COMM. PURYEAR	PRESENT
COMM. SUTPHIN	PRESENT

President Daly 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 Daly 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 2018-1-10-1
A RESOLUTION TO APPROVE THE PAYMENT OF BILLS AND PAYROLL**

Offered By: Comm. Daly

Seconded By: Comm. Sutphin

BE IT RESOLVED, the bills total of \$74,331.61 are hereby approved for payment: and,

BE IT RESOLVED, that the total of \$25,642.23 be approved for the 9/30/18 payroll and the total of \$22,752.58 be approved for the 10/15/18 payroll:

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

VOTE: Comm. Annunziata: absent; Comm. Manning: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Daly: AYE.

RESOLUTION # 2018-1-10-2
A RESOLUTION DISPENSING WITH THE READING OF MINUTES
OF THE September 18, 2018 MEETING

Offered By: Comm. Puryear

Seconded By: Comm. Sutphin

BE IT RESOLVED, that the Clerk dispense with the reading of the minutes of the September 18, 2018 meeting.

VOTE: Comm. Annunziata: absent; Comm. Manning: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Daly: AYE.

RESOLUTION # 2018-1-10-3
A RESOLUTION TO RATIFY AND APPROVE MINUTES
OF THE September 18, 2018 MEETING

Offered By: Comm. Sutphin

Seconded By: Comm. Puryear

BE IT RESOLVED, that the minutes of the Meeting of the September 18, 2018 be ratified and approved.

VOTE: Comm. Annunziata: absent; Comm. Manning: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Daly: AYE.

RESOLUTION # 2018-1-10-4
A RESOLUTION TO RESERVE UNEXPENDED CAPITAL

Offered By: Comm. Sutphin

Seconded By: Comm. Puryear

WHEREAS, the Board of Fire Commissioners shall reserve any unexpended 2018 Capital,

WHEREAS, these monies shall be placed in the 2019 Capital Improvement Fund, and:

WHEREAS, these monies shall be used for the purpose of previously specified:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners does hereby authorize the 2018 Capital reserve to be placed in the 2019 Capital Improvement Fund as so stated above.

VOTE: Comm. Annunziata: absent; Comm. Manning: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Daly: AYE.

RESOLUTION #2018-1-10-5
A RESOLUTION APPROVING CAPITAL APPROPRIATIONS

Offered By: Comm. Puryear

Seconded By: Comm. Sutphin

WHEREAS; The Board of Fire Commissioners intends to acquire new firefighting apparatus as part of an ongoing equipment replacement program and Bldg. repairs to Hamilton Driveway in the upcoming 2019 budget year; 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 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 .

WHEREAS, the Board of Fire Commissioners do hereby desire to have the following capital appropriations included in the 2019 budget:

\$750,000.00 for the purchase of new fire truck
\$ 160,000.00 for the purchase of 3 vehicles and
\$ 350,000 for the Driveway at Hamilton.

NOW, THEREFORE, BE IT RESOLVED, that the capital expenditures as listed above, be hereby included in the 2019 budget pending verification of a favorable voter approval.

VOTE: Comm. Annunziata: absent; Comm. Manning: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Daly: AYE.

RESOLUTION # 2018-1-10-6
A RESOLUTION TO AUTHORIZE AND APPROVE PAYMENT
FOR THE 2ND STUCCO PROJECT
AT THE SHARK RIVER HILLS FIREHOUSE

Offered By: Comm. Sutphin

Seconded By: Comm. Daly

WHEREAS, the Board of Fire Commissioners requires to finish the stucco work to be completed at the Shark River Hills Firehouse on the North and East sides;

WHEREAS, the Board has received 8 bids as follows:

MTB, LLC	in the amount of \$ 44,000.00
Spartan Construction	in the amount of \$135,000.00
Michael J Malpere Co	in the amount of \$ 64,350.00
George Koustas Const.	in the amount of \$110,000.00
Ascend Const. Mgt.	in the amount of \$ 79,000.00
Cypreco Industries	in the amount of \$ 48,865.00
M & N Construction	in the amount of \$ 44,900.00
J & M Quality Cont.	in the amount of \$ 56,265.00

WHEREAS, the bids were opened and read on October 16, 2018

WHEREAS, funds were made available from the 18-account known as P/B&G, and the Commissioner/Treasurer has so certified.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners does hereby award the 2nd phase project as stated above to low bidder MTB, LLC in the amount of \$44,000.00 pending the favorable review by the District's Engineer.

VOTE: Comm. Annunziata: absent; Comm. Manning: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Daly: AYE.

RESOLUTION #2018-1-10-7
TOWNSHIP OF NEPTUNE FIRE DISTRICT #1
A RESOLUTION TO APPROVE 2017 AUDIT

Offered By: Comm. Puryear

Seconded By: Comm. Sutphin

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

WHEREAS, the annual audit report for the fiscal year ended December 31, 2017 has been completed and filed with the Director of Local Government Services pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A-17 requires the board of each District 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 "Schedule of Findings and Recommendations" and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the board of fire commissioners have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "Schedule of Findings and Recommendations" in accordance with N.J.S.A. 40A:5A-17,

NOW THEREFORE BE IT RESOLVED, that the board of fire commissioners 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, 2017, and specifically has reviewed the sections of the audit report entitled "Schedule of Findings 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 District 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 October 16, 2018.

VOTE: Comm. Annunziata: absent; Comm. Manning: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Daly: AYE.

Clerk

Date

Administrator personally thanks Cindy and Fran for job well done.

RESOLUTION # 2018-1-10-8
A RESOLUTION AUTHORIZING EXECUTIVE SESSION

Offered By: Comm. Daly

Seconded By: Comm. Sutphin

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 Matter – pertaining to Paid Firefighter

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

REPORTS

CHIEF- progress

ASSISTANT CHIEF- progress

CAPTAINS- none

Pd: Kepler-progress

Administrator- 2-86 cradle has been installed under warranty
and 2-86 to go out on 22nd for cabinet repairs

COMMISSIONERS REPORTS:

Commissioner Daly: Hamilton leak to be addressed (west side)

Commissioner Sutphin: Unexcelled - Sutphin - back door by bar discussed. Kitchen being addressed with Engineer. New lockers discussed.

Commissioner Manning: thanks all for their prayers and condolences. Station 3 work progressing. Concrete work done. 2nd phase to start soon.

Commissioner Puryear: Liberty- States repairs turned over to Administrator who reports-plumbing work addressed. In progress to complete inside work. No leaks reported.

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. Puryear

MEETING GOES INTO EXECUTIVE SESSION

RESOLUTION # 2018-1-10-9

A RESOLUTION TO COME BACK TO REGULAR MEETING SESSION

Offered By: Comm. Sutphin

Seconded By: Comm. Daly

VOTE: Comm. Annunziata: absent; Comm. Manning: AYE;
Comm. Puryear: AYE; Comm. Sutphin: AYE; Pres. Daly: AYE

MOTION TO ADJOURN

Offered By: Comm. Sutphin

Seconded By: Comm. Daly

MEETING ADJOURNED