

Commissioner Meeting  
October 2, 2024

The regular scheduled meeting was called to order by, Chairman Richard Hogan at 8pm. Chief Lou Sarti led the meeting with the salute to the flag. Mr. Joseph Youssouf read the Sunshine Statement as follows: Notice of the Time, date, location and the agenda of this meeting know was duly published at least 48 hours in advance of this meeting, by posting in official newspaper of this district. This meeting was also setup as a Virtual Meeting by IT Officer Mr. Peter Hall.

Commissioner Carolyn Flannery was asked to take Roll Call: Commissioners, Kirkland, Primiano, Spevak, Flannery and Chairman Hogan were present. Bookkeeper Mrs. Connie Ellison was virtual. Also, in attendance were Administrator Mr. John Marini and IT Officer Mr. Peter Hall. Sign in sheet was on the table for attendance.

Chairman Richard Hogan asked if there were any questions regarding the Meeting minutes for September 7, 2024. There were no questions. Commissioner Carolyn Flannery made a motion to approve the minutes and 2<sup>nd</sup> by Commissioner Richard Primiano. Approved by all.

Chief Adam Keaney:

Station 26-2 responded to 37 calls for the month with 51:48 man hours. Training and Drills for the month of October are as follows.

|            |                      |
|------------|----------------------|
| Oct. 7 th  | Smokehouse with 12/1 |
| Oct. 21 st | FIT Testing          |
| Oct. 28 th | Smokehouse           |
| Nov. 1 st  | Work Detail          |

Equipment:

Need 5 Medium SCBA Masks

NJ Fire Equipment \$ 417.58 ea. Total.....\$2,087.90

Need 1 Hour Bottle for new struts

NJ Fire equipment Total.....\$1,852.16

Purchase 1-4 Gas Meter

Continental Fire & Safety. Total.....\$2,555.50

List of broken helmets and other tools that have to come off inventory.

Asst. Chief Tom Kirkland: Reported everything at the firehouse is good.

Engineer Report was read and submitted by Engineer Sony Sorscher.

President Bill Frueh: Report was read by Chairman Richard Hogan:

Open House is October 12<sup>th</sup>. Dinner for firehouses' 75<sup>th</sup>

Anniversary will be October 5<sup>th</sup>. October 19<sup>th</sup> will be a

Halloween event at the firehouse. October 26<sup>th</sup> the firemen will be participating in a trunk or treat at the Manalapan Rec Center.

Asst. Chief Lou Sarti of Englishtown: Report was read and submitted.

IT Officer Peter Hall: Reported that there has not been any interruption with the internet service since it was re stored in April. OPRA form has been posted on the website.

Insurance: Administrator Mr. John Marini: The phone contract has been updated and is now a 2 year contract. It is a state requirement. The Trucks are fully covered. The gas pump is leaking. Mr. Marini will be talking to Atlantic Health Care regarding insurance for the fireman next week.

Legal: Mr. Joseph Youssouf: A motion was made by Commissioner Timothy Kirkland and 2<sup>nd</sup> by Commissioner Joseph Spevak to adopted the Resolution of the Board of Fire Commissioners Fire District No. 2 Township of Manalapan Accepting the report on the Audit for the year ending 12/31/23.

|                                       |     |
|---------------------------------------|-----|
| Roll Call: Commissioner Joseph Spevak | Yes |
| Commissioner Timothy Kirkland         | Yes |
| Commissioner Richard Primiano         | Yes |
| Commissioner Carolyn Flannery         | Yes |
| Chairman Richard Hogan                | Yes |

Approved by all with the Vote being: 5 Yes 0 No

Auditor Mr. Ron Petrics: Copy of the Audit Report was given to the commissioners. A workshop for the budget will be October 17, 2024 at 7:30 pm at the Firehouse.

Bookkeeper: Connie Ellison: Report was read and Summited.

Old Business: None.

New Business:

Chief Keaney's purchase of equipment in the amount of \$6,495.56. Commissioner Richard Primiano made a motion to purchase the equipment in the amount of \$6,495.56 and 2<sup>nd</sup> by Commissioner Timothy Kirkland. Approved by All.

ESO upgrade: Report was submitted and read by Chairman Richard Hogan. Chairman Richard Hogan needs renderings of the wrapping of the new trucks to complete the trucks. A motion to purchase the equipment in the amount of \$6,495.56 was made by Commissioner Carolyn Flannery and 2<sup>nd</sup> by Commissioner Richard Primiano.

A motion to open the meeting to the public was made by Commissioner Timothy Kirkland and 2<sup>nd</sup> by Commissioner Richard Primiano.


No public present. Commissioner Timothy Kirkland made a motion to close the public portion of the meeting and 2<sup>nd</sup> by Commissioner Richard Primiano. Approved by all.

Treasure Report: Commissioner Timothy Kirkland Presented the Bill List in the amount of \$174,001.76. Commissioner Carolyn Flannery made a motion to pay bills in the amount of \$174,001.76 and 2<sup>nd</sup> by Commissioner Richard Primiano. Approved by all.

Next Commissioner Meeting will be held Nov. 6, 2024, 8pm at the Firehouse.

There was no further business therefor Commissioner Timothy Kirkland made a motion to adjourn at 8:45pm and 2<sup>nd</sup> by Commissioner Richard Primiano. Approved by all.

Respectfully submitted



Commissioner Carolyn Flannery



# Manalapan Fire Co #1

5 Sweetmans lane

Manalapan, NJ 07726

Station (732)462-1112

Fax (732)462-2376

## October 2024 Chief's Report

### Calls for the Month

A total of 37 calls for the Month with 61:48 Man Hours

### Training and Drills

- Oct 7 – Smokehouse w/12-1
- Oct 21 – FIT Testing
- Oct 28 - Smokehouse
- Nov 1 - Work Detail

**Equipment**

Need 5 Medium SCBA Masks NJ Fire Equipment \$417.58 \$2,087.90

Need Qty 1 Hour Bottle for the new struts NJ Fire Equipment \$1,852..16

Purchase 1 - 4 Gas Meter from Continental Fire & Safety \$2,555.50

List of broken Helmets and other tools that have to come off inventory.

**Engineer's Report**

Respectfully submitted

Adam M Keaney

Chief

# ENGINEERS TRUCK REPORT FOR SEPT. / 2024

- NEW # 66 PICKED UP FROM DEALER IN S. JERSEY.
- # 67 REPAIR FLAT @ LEFT REAR TIRE — B+S T  
4 WHEEL BALANCE + ALIGNMENT. — " "
- # 78 REPLACE (3) ADJUSTABLE LATCHES ON L/REAR — IN HOOD  
SLIDE OUT TOOL BOARD. — " "  
REPAIR LOCK ON 5" DISCHARGE CAP, DR. SIDE. — " "
- # 82 ANNUAL CHASSIS PUMP, GENERATOR STEP SERVICE, — FIRE + S  
BALL JOINT, CAP, + LIFE TOWER SERVICE.
- # 86 REPAIR SIREN + MASTER WARNING LIGHTS. — IN HOOD
- # 90 REPAIR LIGHTS ON PUMP PANEL. — IN HOOD  
CLEAN + TIGHTEN CONNECTIONS ON ELECT. AUTO EJECT. — IN HOOD
- # 90 INSTALL NEW WINDSHIELD. — SAFELITE
- # 93 ANNUAL CHASSIS + PUMP SERVICE. — FIRE APPARATUS  
INSTALL (2) NEW BATTERIES + CHECKED CHARGING SYSTEM. — " "

ORDERED 10 BARS SPEEDY DRY,  
ALL VEHICLES ARE IN SERVICE @ THIS TIME.

Respectfully SUBMITTED :





# **MANALAPAN TOWNSHIP FIRE COMPANY #1**

**5 Sweetmans Lane  
Manalapan, NJ 07726  
Office: (732) 462-1112  
Fax: (732) 462-2376**

**President: William Frueh**

**Chief: Adam Keaney**

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## **Manalapan Township Presidents Report for - Commissioner Meeting October 2, 2024**

- **Open house will be October 12th**
  - **Our 75th dinner October 5th**
  - **October 19th we will have a Halloween event at the fire house**
- **October 26th we will be participating in a trunk or treat at the rec center**

Respectfully Submitted,

President William Frueh  
Manalapan Twp. Fire Company #1

To: Commissioner Carol Flannery  
Date: 10/02/2024

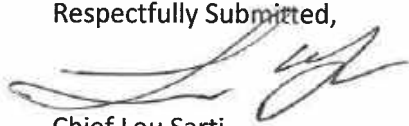
## Englishtown Fire Department Call Report

### SEPTEMBER 2024 CALLS

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|                    |           |        |           |                     |
|--------------------|-----------|--------|-----------|---------------------|
| District 26-2      | 16 -Calls | Resp-8 | No Resp-8 | 26:08 - Staff Hours |
| Contract Area 26-2 | 2 – Calls | Resp-2 | No Resp-0 | 3:11 - Staff Hours  |

Respectfully Submitted,



Chief Lou Sarti

Englishtown Fire Department

## September's Month End Review

- We have had 0 instance(s) of the internet dropping since service was last restored in April.
- OPRA form posted on the website.

Respectfully submitted,



Peter Hall  
Information Technology Officer

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO.2 TOWNSHIP OF MANALAPAN ACCEPTING THE REPORT ON AUDIT FOR THE YEAR ENDED 12/31/23**

**Whereas;** N.J.S.A. 40A:14-89 requires boards of fire commissioners to have prepared annually a report on audit of the District's financial books and records; and

**Whereas;** The Board of Fire Commissioners heretofore appointed Ronald Petrics, C.P.A., R.M.A to perform the audit required by statute and administrative regulations; and

**Whereas;** The Board received the report on audit and reviewed same, paying careful attention to the sections of the audit report entitled "General Comments" and "Recommendations" ; and

**Whereas;** The Board finds the Report on Audit to be accurate and acceptable as prepared and notes that there were no recommendations which would require the adoption of a corrective action plan.

**NOW, THEREFORE, BE IT HEREBY RESOLVED,** by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that the audit for the year ended December 31, 2023 is hereby accepted.

**BE IT FURTHER RESOLVED,** that a synopsis of said audit be published in the official newspaper of the Fire District and a copy of the proof of publication be filed with the Division of Local Government Services, State of New Jersey as soon as practicable.

Moved by:

Seconded by:

Roll Call Vote:

Ayes:

Nays:

Absent:

Abstain:

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No. 2 Township of Manalapan on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

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Manalapan Fire District #2  
Meeting Date: 10/02/2024

Bookkeeper's Report

DCA email forwarded to Treasurer.

Audit Adjusting Journal Entries was entered into QuickBooks

September bank statement is completed.

Respectfully Submitted,

*Consetta Ellison*  
Bookkeeper

**BOARD OF FIRE COMMISSIONERS  
MANALAPAN TOWNSHIP FIRE DISTRICT #2  
P.O. BOX 54  
Tennent, NJ 07763**

**October 2, 2024 Bill List**

|   |                  |
|---|------------------|
| <b>ADP</b>  | <b>14,236.49</b> |
| <b>Air &amp; Gas Technologies, Inc.</b>                   | <b>1,858.00</b>  |
| <b>American Cloud Services</b>                            | <b>275.00</b>    |
| <b>Auto King Parts &amp; Supplies</b>                     | <b>229.87</b>    |
| <b>B &amp; S Tire &amp; Auto Service Center</b>           | <b>119.95</b>    |
| <b>Charles Sacco</b>                                      | <b>74.57</b>     |
| <b>Continental Fire &amp; Safety, Inc.</b>                | <b>3,521.80</b>  |
| <b>Document Solutions Leasing</b>                         | <b>102.89</b>    |
| <b>Englishtown Fire Department</b>                        | <b>13,359.00</b> |
| <b>Fire &amp; Safety Services, LTD</b>                    | <b>3,908.89</b>  |
| <b>Fire Apparatus Repair, Inc.</b>                        | <b>1,254.90</b>  |
| <b>Freehold Ford, Inc.</b>                                | <b>147.62</b>    |
| <b>Gentilini Motors</b>                                   | <b>75,819.24</b> |
| <b>Gordons Corner Water Co.</b>                           | <b>2,783.43</b>  |
| <b>Hunter Jersey Peterbilt</b>                            | <b>26.39</b>     |
| <b>J Swanton Fuel Oil Co.</b>                             | <b>829.92</b>    |
| <b>Joseph Spevak</b>                                      | <b>74.57</b>     |
| <b>Manalapan Twp. Fire Co. #1</b>                         | <b>38,984.25</b> |
| <b>Michael Digirolamo</b>                                 | <b>74.57</b>     |
| <b>Middlesex County Fire Academy</b>                      | <b>312.00</b>    |
| <b>Motorola Solutions, Inc.</b>                           | <b>1,929.00</b>  |
| <b>NetLink Web Services, LLC</b>                          | <b>614.00</b>    |
| <b>Richard Hogan</b>                                      | <b>1,340.65</b>  |
| <b>Richard Primiano</b>                                   | <b>61.98</b>     |
| <b>Slack Environmental Services</b>                       | <b>922.44</b>    |
| <b>Stanley Sorscher</b>                                   | <b>74.57</b>     |
| <b>State of NJ Dept of Labor Div of Employer Accounts</b> | <b>15.00</b>     |
| <b>State of New Jersey Bureau of Boiler Compliance</b>    | <b>220.00</b>    |
| <b>Thomas Kirkland</b>                                    | <b>74.57</b>     |

|                     |                          |
|---------------------|--------------------------|
| Timothy Kirkland    | 2,165.56                 |
| Timothy Leitstein   | 31.98                    |
| Verizon             | 129.65                   |
| Verizon Wireless    | <u>1,129.01</u>          |
| WithumSmith & Brown | <u><u>7,300.00</u></u>   |
| <br>                |                          |
| <b>TOTAL</b>        | <b><u>174,001.76</u></b> |

Respectfully submitted,



Timothy Kirkland  
Treasurer