

JANUARY 7, 2015

The regular scheduled meeting was called order by Chairman Hogan at 8Pm & Mr. Toia led all present with the salute to the Flag. Mr. Youssouf read the Sunshine Statement – Notice of the time , date , location & agenda of this meeting known was duly published at least 48 hrs. in advance of this meeting held by posting in official newspaper of this District. Mr. Spevak was asked to take Roll Call- Flannery , Warshany , Kirkland Hogan & Spevak were present. Sign in sheet was on table for attendance. Others in attendance were : Youssouf , Petrics , Larson, Marini , Keaney , Sarti , & Sorscher . Hall was excused.

Chairman Hogan asked if all Fire Comm had enough time to review minutes of Dec. 30 ,2014. YES. Mr. Flannery made a motion to accept minutes as read & 2nd by Mr. Warshany , approved by all.

CHIEF'S REPORT

Sta.26-2.....Chief Keaney reported responding to 28 fire calls with 148.49 manhrs.

Upcoming Events: Reported by Chief Keaney

1. Jan. 12th.....Fire Co. mtg. at 8pm
2. Jan. 19th.....Blood Borne Pathogens / Right to Know/ Haz Mat at Sta.12-1
3. Jan. 26th.....Drivers Training
4. Feb. 2nd.....Work Detail
5. Feb.4th.....Fire Comm mtg at 8pm
6. Feb. 9th.....Fire Co. mtg at 8pm

Following items reported by Chief Keaney & his Line Officers:

1.Chief Keaney introduced his New Line Officers:

- 1 st. Lieut. - Brian Toia
- 2nd Lieut.- Charlie Sacco
- Capt. - Doug Freuh

2. Keaney stated that Capt Freuh attended Western Monmouth mtg. last nite 1/6/15

Sta. 12-1.....Chief Sarti reported responding to 9 fire calls in Dist.#2 area with 17 manhrs. & 4 fire In 26-2 primary area with 59.19 manhrs.
All Equipment up & in Service.

TRUCK REPORT- Sorscher

1. 26-2-67..... Grease, oil & filter changed.....Englishtown Auto.
2. 26-2-77..... (2) New Heavy Duty Batteries installed.....Blaze Auto
3. 26-2-88..... Repair 3rd Brake light..... In House
4. 26-2-90..... Installed New Battery & (1) bottle Trans Conditioner....., In House
Remove & straighten flywheel inspection plate..... Englishtown Auto
5. 26-2-99.....Grease, oil & filter changed/installed new radiator & antifreeze- " " "
6. Engineer Sorscher stated there are various rust spots on 26-2-90 . Suggested to have Sorscher solicit price quotes, for next meeting.

INSURANCE- Marini

Mitch Lang finger injury on Dec. 14 , 2014Back to work

PRES. of the FireCo.- Belote

1. Santa Run last month was a success / a lot of positive feedback from the community.
2. Installation Dinner at Knob Hill on Saturday Jan. 17,2015.....7pm
3. Website updated ; still in process of working with hosting company to upgrade site. Pete Hall(IT Officer) given full access
4. Working on updating Keys upstairs/offices to key fob
5. Firehouse renovation is progressing
6. Working on ideas to make more of a presence in community over next year.
7. Spoke with sign company & Pete Hall about sign in front of building, need connection to router

ADMINISTRATOR'S REPORT- Marini

Cellphone update for Engineer Sorscher

LEGAL- Youssouf

1. Resolution- The Manalapan Twp. Planning Board was asked to review & comment upon a proposed new improvement to the Manalapan Fire Department #1 facility to be located at Sweetman's Lane & identified as block 79 , Lots 18.01 & 23 on the official Tax Map of the Twp. of Manalapan. Approved on Dec. 11, 2014 / Memorialized Jan. 8 ,2015.
2. Budget 2015 / Adoptionbeing read by Mr. Youssouf. Budget was Introduced /passed in Trenton. Mr. Kirkland made a motion to OPEN to the PUBLIC at 8:25pm & 2nd by Mr. Flannery, approved by all. Mr. Youssouf asked if the Public in attendance at the meeting had any comments to the Budget that was just read. There was no discussion. Mr. Kirkland made motion to CLOSE PUBLIC PORTION at 8:27pm & 2nd by Mr. Flannery, approved by all. Mr. Kirkland made a motion to approve Budget for 2015 & 2nd by Mr. Flannery. Roll Call Vote- Kirkland, Flannery, Warshany, Hogan & Spevak voted YES.....Budget approved.
3. Bond Referendum to be on Ballot for Election on Feb.21,201521 day notice / Heavy Rescue Truck cost approx.. \$ 850,000.00 to be purchased in 2016. Motion made by Mr. Kirkland & 2nd by Mr. Flannery. Roll Call Vote- Kirkland , Flannery, Warshany, Hogan & Spevak voted YES.
4. Temporary Budget for Year 2015/ amount of \$ 137,128.00. Mr. Kirkland made motion to adopt Temporary Budget & 2nd by Mr. Warshany. Roll Call Vote- Kirkland, Warshany, Flannery , Hogan & Spevak voted YES.
5. Cash Management Plan for the Year 2015. Mr. Kirkland made a motion to accept the Cash Management Plan & 2nd by Mr. Warshany. Roll Call Vote- Kirkland , Warshany , Flannery, Hogan & Spevak voted YES.

AUDITOR- Petrics

1. Mr. Petrics contacted Mr. Kennedy / DCA . Advised him that E-Mail items they asked for, had nothing to do with passing our Budget for 2015.
2. Adopted Budget for Year 2015 to be signed by Mr. Spevak.

BOOKKEEPER- Larson

- 1 Introduced Budget 2015 on Dec. 3 ,2014.
2. Money transfers

OLD BUSINESS- No Business

NEW BUSINESS- No Business

IT OFFICER- Hall

No report.....Hall excused

Mr. Flannery made a motion to OPEN PUBLIC PORTION at 8:39 pm & 2nd by Mr. Warshany , approved by all. No Business Mr. Flannery made a motion to CLOSE PUBLIC PORTION at 8:41 pm & 2nd by Mr. Warshany , approved by all.

TREASURER'S REPORT- Kirkland

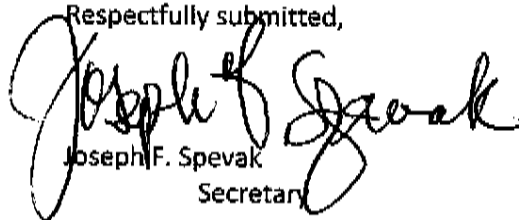
Mr. Flannery made a motion to pay bills in the amount of \$ 85, 048.05& 2nd by Mr. Warshany, approved by all.

GOOD & WELFARE

No Workshop meeting to be held on Jan 15,2015

Since there was no further business Mr. Flannery made motion for adjournment at 8:45pm & 2nd by Mr. Warshany , approved by all.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joseph F. Spevak". The signature is written in black ink and is positioned above the printed name and title.

Joseph F. Spevak

Secretary

**BOARD OF FIRE COMMISSIONERS
MANALAPAN TOWNSHIP FIRE DISTRICT #2
P.O. BOX 54
TENNENT, NEW JERSEY 07763**

**Bill List
Monthly Meeting January 7, 2015**

ADP	8,672.00
American Cloud Services	250.00
Cablevision	84.90
Charles Sacco	67.41
Concept Engineering Consultants	1,748.75
Douglas Frueh	67.41
Edward Dillon	67.41
Elliot Belote	67.41
Englishtown Fire Dept.	9,493.75
FireCompanies.com	239.97
First Responder Joint Insurance Fund	31,059.00
Gordons Corner Water Co.	2,003.76
James Thompson	67.41
John Marini	67.41
Joseph Spevak	67.41
Manalapan Twp. Fire Co. #1	29,625.00
Muyong Oh	67.41
Netlink Web Services	199.00
Netlink Web Services	478.00
Patrick Flannery	67.41
Peter Maresma	67.41
Richard Hogan	67.41
Taylor Mills Family Medical, P.C.	385.00
Timothy Kirkland	67.41

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2 ADOPTING A TEMPORARY BUDGET FOR THE YEAR 2015

WHEREAS; N.J.S.A. 40A:14-78.17 requires boards of fire commissioners to adopt a temporary budget if the district has financial commitments or payments to be made prior to the adoption of its annual budget at the February referendum; and

WHEREAS; The Board of Fire Commissioners has evaluated its financial commitments and has determined that it must adopt a temporary budget for the period commencing January 1 and ending March 1 of the year 2015; and

WHEREAS; N.J.S.A. 40A:14-78.17 further provides that the District may appropriate a maximum of fourteen percent (14%) of its prior year's total budget, excluding appropriations made for interest and debt redemption charges and capital improvements; and

WHEREAS; Fourteen percent (14%) of the 2014 operating budget, excluding appropriations made for interest and debt redemption charges and capital improvements of Fire District No. 2 Manalapan Township is \$ 137,128.00;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that there is hereby adopted a temporary budget in the amount of \$ 137,128.00 for the above specified time period.

Moved by: Kishland Seconded by: Walshoney

Roll Call Vote:

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

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

7th day of JANUARY, 2015.

Joseph B. Geera, Clerk

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

MONMOUTH COUNTY, NEW JERSEY

CASH MANAGEMENT PLAN

Be it resolved by the Board of Fire Commissioners Fire District No. 2 of the Township of Manalapan, County of Monmouth, that for the year 2015, the following shall serve as the cash management plan of the Manalapan Township Fire District No. 2.

1. **Cash Management and Investment Objectives**

The Manalapan Township Fire District No. 2 objectives in this area are:

- A. Preservation of capital.
- B. Adequate safekeeping of assets.
- C. Maintenance of liquidity to meet operating needs.
- D. Diversification of the District's portfolio to minimize risks associated with individual investments.
- E. Investment of assets in accordance with State and Federal Laws and regulations.

2. **Designation of Official Depositories**

- 1. The following Government Unit Depository Protection Act (GUDPA) approved banks are authorized depositories for deposit of funds:
Brunswick Bank & Trust.
- 2. Designated official depositories are required to submit to the Treasurer a copy of the Governmental Unit Deposit Protection Act Notification of eligibility, which is filed semi-annually with the Department of Banking each June 30th and December 31st of each year.
- 3. Designated official depositories are required to submit to the Treasurer a copy of the institution's "Annual Report" on an annual basis.

3. **Designation of Security Broker/Dealers**

- 1. The following are approved security broker/dealers: None

4. Cash Management

1. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-15.
2. The Treasurer shall minimize the possibility of idle cash accumulating in accounts by assuring that the amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.
3. The method of calculating banking fees and compensating balances shall be reviewed on a monthly basis.
4. Investment decisions shall be guided by the cash flow projections prepared by the Treasurer.

5. Permissible Investments

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.
2. Government money market mutual funds.
3. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
4. Bonds or other obligations of the local unit or school districts of which the local unit is a part of.
5. Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments.
6. Local government investment pools.
7. New Jersey State Cash Management Fund.
8. Repurchase agreements of fully collateralized securities.

6. Authority for Investment Management

1. The Treasurer is authorized and directed to make investments on behalf of the District. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

7. Safekeeping

1. Securities purchased on behalf of the District shall be delivered electronically or physically to the District's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the District.

8. Reporting

1. The Treasurer shall report to the Board of Fire Commissioners all purchases of investments in accordance with N.J.S.A. 40A:5-15.2.


9. Audit

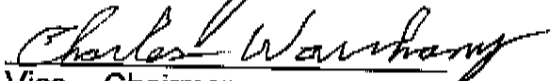
1. The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A:5-14.

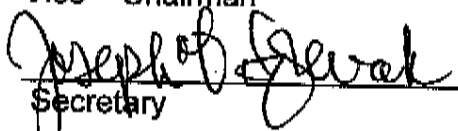
10. Disposition of Abandoned Property

1. The Treasurer shall escheat to the State of New Jersey Checks which remain outstanding for twelve or more months after the date of issuance.

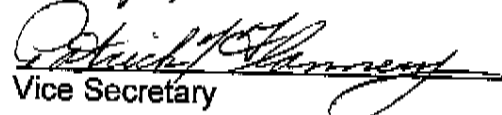
Approved By.


Chairman


Vice - Chairman


Secretary


Treasurer


Vice Secretary