

NOVEMBER 2 , 2011

The regular scheduled meeting was called to order by Chairman Hogan at 8:10pm & Mr. Youssouf 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 held by posting in official newspaper of this District. Mr. Spevak was asked to take Roll Call- Flannery , Kirkland , Warshany , Hogan & Spevak were present . Sign in sheet was on table for attendance . Others in attendance were : Youssouf , Petrics , Larson , Marini , Tom Kirkland , Perrone , Hall , Auletta , & Sorscher .

Chairman Hogan asked if members of the Board had enough time to review minutes from Oct.5,2011 . YES Mr. Kirkland stated there were two spelling errors : Mandy to Manny & Driot to Diord. Once that has been corrected....Mr. Warshany made a motion to accept minutes & 2nd by Mr. Kirkland, approved by all.

IT OFFICER- Hall

Report was given by Mr. Hall & copy of report attached.

LEGAL- Youssouf

1. Resolution - Awarding a Contract to A & A Painting & Contracting Co. for painting of the Firehouse Engine Bays
2. Rec'd letter from Jeff Salter / Monmouth County Radio
3. Budget must be Introduced on following dates : Dec. 7th , Jan.17th . & Feb .18th

AUDITOR – Petrics

1. Budget needs to be worked on at Workshop meeting on Nov. 17th at 7:30pm
2. DCA / NJ resident

BOOKKEEPER- Larson

1. New Budget Document
2. New PERS Retirement obligation \$ 9,535.00

CHIEF'S REPORT-

Sta. 26-2.....Chief Perrone reported responding to 36 fire calls with 115.89 Manhrs.

Upcoming Events : Reported by Chief Keaney

- Nov. 7th.....Work Detail
- Nov. 14th.....Fire Co. mtg. at 8pm
- Nov. 21 st.....Defensive Driving Class @ 7pm
- Nov, 28 th..... “ “ “ “ “ “
- Dec. 5th.....Holiday setup
- Dec, 7th.....Fire Comm mtg. @ 8 pm
- Dec. 12 Fire Co. mtg @ 8pm

Following items reported by Chief Perrone & his Line Officers

1. The New Huskie /Gator is in at Pantano's
2. Insurance / Van Dyk Group mtg. to be held at Firehouse on Nov. 21st
At 6pm
3. Lt. Auletta reported he Rec'd (3) new portables which got located in
26-2-78 , 26-2-80 . & 26-2 - 90
4. Gear & Equip / Lt. Belote...End of the Year - gear & equip. lists
Chairman Hogan thanked Elliot for a nice job on the last Drill @ Fire
Academy.
5. Chief Keaney reported about Tanker & Technical Operations at
Middlesex Academy.
6. Truck 26-2-95 still being used by New Egypt Fire Co.

Sta. 12-1.....Asst Chief Tom Kirkland reported responding to 3 fire calls with
57.14 manhrs. in 26-2 primary & 15 fire calls with 42.48 manhrs in
26-2 area.

Asst Chief Kirkland reported that all Equipment is in Service.

Chairman Hogan asked Mr. Marini if meetings with the (2) Chiefs
Of 26-2 & 12-1 were completed yet & also , meetings of (2) Asst.
Chiefs meetings were completed. Mr. Marini stated that Chiefs mtg.
Were completed ,not Asst. Chiefs as yet.

TRUCK REPORT- Sorscher

1. 26-2-66.....Repair wiring to both Radio'sMidState Radio
2. 26-2-67.....Repair wiring to Police Scanner.....MidState Radio
Service- Lube,oil, filter, top off all fluids.....Englishtown Auto
New front brake pads & rotors..... Fire & Safety
4. 26-2-80.....Reseal bottom end of Amkus Pump.....Continental
Install new solenoid switch on hose reel.....IN House
5. 26-2-90.....Lubricate sticking outrigger levers.....IN House

PRESIDENT of the Fire Co.- Auletta

1. New Event going out to Developments for Halloween
2. Painting Upstairs / this weekend or next
3. First Responder Class (7) attendingsoon will be over

ADMINISTRATOR'S REPORT- Marini

1. Painting Contract in Engine Bays / A & A Painting Contractors
2. Cellphone problems / Keaney

INSURANCE- Warshany & Marini

None

OLD BUSINESS - NONE

NEW BUSINESS

1. Capital Budget / Engine Bay Floors
2. Discuss at Workshop Meeting on Nov. 17th
 - New Rescue Unit
 - New additional building out back
 - New sewer line
 - Parking Lot- filled & sealed

Mr. Flannery made a motion to OPEN PUBLIC PORTION at 8:47pm & 2nd by Mr. Warshany, approved by all. NO BUSINESS Mr. Flannery made a motion to CLOSE PUBLIC PORTION at 8:49pm & 2nd by Mr. Warshany, approved by all.

TREASURER'S REPORT- Kirkland

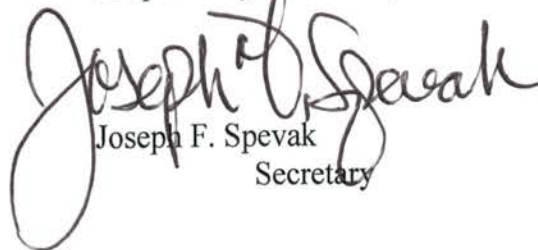
1. There was Classes that were scheduled , Kirkland to contact to take care of bill that was sent?
2. Service of SCBA refill was put in file
3. Mr. Warshany made a motion to pay bills in the amount of \$ 23,787.46 & 2nd by Mr. Flannery, approved by all.

GOOD & WELFARE

1. Workshop meeting on Nov.17th at 7:30pm
2. JoAnn Saurborn wife of Hank Saurborn under went Surgery / doing fine ,will be home in one week

Since there was no further business , Mr. Flannery made a motion for adjournment at 8:50pm & 2nd by Mr. Warshany, approved by all

Respectfully submitted,



Joseph F. Spevak
Secretary

File Copy

Nov, 2011

Jeff,

I will fax you a cover letter from Mr. Youssouf, ESQ the Board of Fire Commissioners Fire Districts Attorney dated May 4th regarding the executed copy of the Shared Service Agreement. Also, a copy of the Resolution dated 6/1/11 that was previously provided to your office.

The 2011 cost was paid by check # 6586, dated 5/5/11 in the amount of \$7,568.14.

Please provide the 2012 budget number or a good estimate as soon as possible as our 2012 budget meeting is scheduled for November 11th.

Thanks

Rick

From: Jeff Sauter [mailto:JSauter@mcsonj.org]
Sent: Monday, October 31, 2011 10:17 AM
To: Rick Hogan
Cc: Robert Dawson
Subject: Manalapan Fire 2
Importance: High

Rick,

Hope all is well with you. I really need your help in wrapping up some of the following issues with your jurisdiction and the County. (1) I have the original Shared Services Agreements, but nothing (i.e. Commissioner resolution or something) authorizing the signing of the agreement. (2) I signed you voucher covering the 2011 costs on 5/5/11 but have not received the actual payment. If you sent directly to the County, then can you provide me a check number and date so that I may verify same. You may have been contacted in past directly by Barbara Hettwer on these issues. She no longer works for me directly and the new person has not yet dug into this issue. So please respond back directly to me.

Thank you again for your help,
Jeff

PS: Your jurisdictions 2012 budget numbers will be coming out very shortly for these shared dispatch services.

* Advisory, consultative or deliberative material *

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recipient is not intended to waive any right or privilege. If you have received this message in error, please promptly notify the sender by reply E-mail and immediately delete this message from your system.

Katherine Larson

From: Rick Hogan
Date: Monday, October 31, 2011 10:21 AM
To: Katherine Larson; 'efd121@yahoo.com'
Subject: FW: Manalapan Fire 2
Importance: High

FYI

From: Jeff Sauter [mailto:JSauter@mcsonj.org]
Sent: Monday, October 31, 2011 10:17 AM
To: Rick Hogan
Cc: Robert Dawson
Subject: Manalapan Fire 2
Importance: High

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Thank you again for your help,
 Jeff

PS: Your jurisdictions 2012 budget numbers will be coming out very shortly for these shared dispatch services.

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Check # 6586
 Dated 5-5-11
 \$ 7,568.14

**Manalapan Township
Construction Department**

Fax

To: Jeffrey Sauter From: Richard Hogan
Fax: 732 294-5985 Pages: 3
Phone: _____ Date: 11/3/2011
Re: _____ CC: _____

Urgent For Review Please Comment Please Reply Please Recycle

• Comments:



Joseph D. Youssef

Attorney at Law

137 Route 9 South • P.O. Box 809

Manalapan, New Jersey 07726

732/972-3010

Fax 732/972-1521

May 4, 2011

Monmouth County Sheriff's Office
Communications Division
P.O. Box 1255, 2000 Kozloski Rd.
Freehold, N.J.
07728-1263
Attn: Jeffrey W. Sauter, Bus. Admin.

Re: Manalapan Twp. F.D. #2

Dear Mr. Sauter:

Accompanying this correspondence please find two executed copies of the Shared Services Agreement between the County of Monmouth and the Board of Fire Commissioners of F.D. #2, Manalapan Twp. The Board authorized execution of this Agreement at its last regularly scheduled meeting. Once the Agreement has been accepted and executed by the appropriate county officials, kindly retain one fully executed copy to the undersigned.

Should you have any questions or concerns regarding this correspondence, please feel free to contact the undersigned.

Very truly yours,

Joseph D. Youssef
JOSEPH D. YOUSSEF

JDY/hy

Encl.

cc: Board of Fire Commissioners

6/1/11

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.2 MANALAPAN TOWNSHIP AUTHORIZING
THE EXECUTION OF A 911 SHARED SERVICES AGREEMENT
WITH THE COUNTY OF MONMOUTH**

WHEREAS; The Board of Fire Commissioners relies upon the Monmouth County Sheriff's Office Communications Division for the dispatch of fire apparatus and personnel in response to emergency service calls; and

WHEREAS; The Board has received and reviewed a proposed Shared Services Agreement prepared by the County Sheriff's Office which will require the payment of annual service charges to the County for the use of County Radio Room dispatch services; and

WHEREAS; The Board has appropriated adequate funds in the current or previously approved budgets to pay the costs of dispatching services as set forth in the proposed Shared Services Agreement; and

WHEREAS; It is the considered opinion of the Board of Fire Commissioners that the execution of the proposed Shared Services Agreement is necessary, desirable and in the public interest in the it will insure the continued dispatch of fire personnel and equipment in a timely and efficient manner.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that the Chairman and Clerk of the Board are authorized to execute the proposed Shared Services Agreement between the Board and the County of Monmouth for radio dispatch of fire personnel and equipment.

Moved by: **KIRKLAND** Seconded by: **FLAUNERY**

Roll Call Vote:

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

KIRKLAND, FLAUNERY, NARSHAWY, HIGAN & SPEVAK

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 1 day of June, 2011.

Joseph D. Spevak
Clerk

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

Bill List
Monthly Meeting November 2, 2011

ADP	7,493.55
A-Norton Septic Contracting	220.00
Apple Locksmith	106.80
Belasco Petroleum Company, Inc.	1,336.67
Cablevision	74.90
Central Jersey Training Site	133.00
Continental Fire & Safety, Inc.	1,090.00
Document Solutions	45.00
Englishtown Automotive, Inc.	373.92
Fire & Safety Services, LTD	963.64
Fire Rescue Outfitters, Inc.	471.18
Generation Consultants, LLC	150.00
Gordons Corner Water Company	1,888.92
Jeffrey LoSacco	975.00
Joseph Spevak	67.41
Joseph Spevak	425.00
Manalapan Fire Company #1	32.04
Michael Auletta	67.41
Middlesex County Fire Academy	552.00
Motorola Solutions, Inc.	3,089.50
NetLink	833.00
New Jersey Fire Equipment	1,739.00
New Jersey State Fire Chief's Association	67.50
OSI Batteries	280.09
Patrick Flannery	67.41
Richard Hogari	67.41
Verizon	144.32
Verizon Wireless	1,032.79

TOTAL \$

23,787.46

Respectfully submitted,



Timothy Kirkland
Treasurer

Month End Review

Purchase order requests for the following items were made in the month of October:

Purchase Order #	Date:	Description:
N/A		

To date, the following items have been received in good condition:

N/A

Items still waiting to be received:

N/A

Administrative

The motherboard for the Commissioner's computer was installed and the issue still persisted. The computer is out of warranty. A replacement has been ordered.

Respectfully submitted,



Peter Hall
Information Technology Officer



Joseph D. Youssef

Attorney at Law

137 Route 9 South • P.O. Box 809

Manalapan, New Jersey 07726

732/972-3010

Fax 732/972-1521

November 2, 2011

A & A Painting and Contracting
111 Columbia St.
Highland Park, N.J.
08904

**RE: MANALAPAN TWP. F.D. NO.2
BAY PAINTING BID**

Gentlemen:

Enclosed please find a copy of a Resolution awarding your company the bid for the painting of the Sweetmans Lane Firehouse equipment bays and hallways together with a copy of a proposed form of contract. If the form of contract is acceptable, kindly execute same and return two signed copies to the undersigned. Please contact Fire District Administrator John Marini at (732) 446-8319 to make arrangements to commence this job.

Very truly yours,


Joseph D. Youssef

cc: Brd. F. Comm.

NOVEMBER 17, 2011

The Workshop meeting was called to order by Chairman Hogan at 7:30pm & Mr. Keaney led all present with the salute to the Flag. Chairman Hogan 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, Kirkland , Warshany, Hogan & Spevak were present. Sign in sheet was on table for attendance .Others in attendance were: Petrics , Larson , Marini , Perrone , Keaney , Auletta , Hall , Sacks , & Tom Kirkland .

Auditor- Petrics

Mr. Petrics went over complete Budget 2011 to 2012 , each line item was discussed between Mr. Petrics & Fire Comm. If any one particular line item pertained to anyone present , it was discussed.

CHIEF Sta. 26-2 / Perrone

Chairman Hogan asked Chief Perrone if he had a amount cost of Rescue Unit that is being worked on present time. Approx. \$710,000.00

CAPITAL PROJECTS

1. Concrete pad in front of Firehouse Engine Bays , rebar in concrete is showing thru.
2. Sewer line
3. Fill cracks & seal parking lot
4. Additional storage building at rear of parking lot
5. Renovation of Engine bay floors

ASST. CHIEF Sta. 12-1 / Tom Kirkland

Extrication equipment/ Hurst that is on 12-86 is over 20 yrs. Old . Received quote from Tasc to replace cutters that our getting worn out , cost of \$ 6,000.00 . Since there is not that many calls in Sta.12-1 & numerous MVA in 26 -2 area, asking if cutters could be purchased by 26-2 Fire Comm. Chairman Hogan stated that the purchase will be discussed

Chairman Hogan thanked everyone for coming out . Chairman Hogan stated we needed to go into Executive Session. Mr. Flannery made a motion to Close the Workshop mtg. & go into Executive Session at 9:35 pm & 2nd by Mr. Warshany, approved by all. Mr. Flannery made a motion to Open the Workshop mtg. at 9:50pm & 2nd by Mr. Warshany ,approved by all.

Since there was no further business Mr. Flannery made a motion for adjournment at 9:53 pm & 2nd by Mr. Warshany ,approved by all.

Respectfully submitted

Joseph F. Spevak

Secretary