

SEPTEMBER 7, 2011

The regular scheduled meeting was called to order by Vice Chairman Warshany at 8:03pm & Mr. Belote led all present with the salute to the Flag. Mr. Spevak was asked to take Roll Call – Flannery, Kirkland, Warshany & Spevak were present. Hogan will be late. Sign in sheet was on table for attendance. Others in attendance were: Youssouf, Petrics, Larson, Marini, Auletta, Perrone, Sorscher, Tom Kirkland & Sacks. 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.

The meeting was turned over to Mr. Youssouf, for Bid Opening for painting at 8:10pm. Mr. Marini checked outside if any bidders were there /NONE. Checked Fire Comm mailbox. no bids in mailbox.. Mr. Youssouf started Bid process.

1. George Koutas Painting & Const. \$ 19,000.00
2. TM Painting \$ 33,850.00
3. A & A Painting \$ 17,700.00
4. Cypreco Industries \$ 43,823.00
5. GPC, Inc. \$ 19,500.00
6. Alpine Painting \$ 26,886.00

Mr. Youssouf asked the bidders that were present if they had any questions, there were no questions. Mr. Marini took all bid packages. He will check references on low bidder, A & A Painting at \$ 17,700.00

Mr. Warshany asked if all Fire Comm had enough time to review minutes of 8/3/11 & 8/18/11. Yes. Mr. Kirkland made a motion to accept minutes as read of Aug. 3rd & 2nd by Mr. Flannery, approved by all. Mr. Kirkland made a motion to accept minutes of Aug. 18th, after deletion of Mike Auletta & 2nd by Mr. Flannery, approved by all.

CHIEF'S REPORT-

Sta. 26-2.....Chief Perrone reported responding to 102 fire calls with 1,380.40 Manhrs.

Upcoming Events : Reported by Chief Keaney

- Sept. 12th.....Fire Co. mtg. at 8pm
- Sept. 19th.....Work Detail at 7:30pm
- Sept. 26th.....Work Detail at 7:30pm
- Oct. 2nd.....Open House/ Blood Drive 10 am – 4pm
- Oct. 3rd.....Work Detail
- Oct. 5th.....Fire Comm mtg. at 8pm

Following items reported by Chief Perrone & his Line Officers:

1. Lt. Auletta / radio's under New Business
2. Lt. Belote gear & equipment was received & given out.

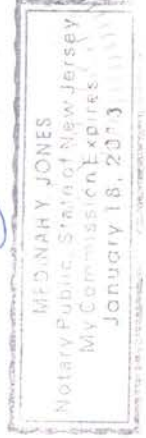
Sta. 12-1.....Asst. Chief Tom Kirkland reported responding to 15 fire calls with 124.89 manhrs. in 26-2 primary & 33 fire calls in with 161.52 Manhrs. in 26-2 area.

Truck # 12-74 back in Service & # 12-75 out of service

STATE OF NEW JERSEY } SS
 COUNTY OF ESSEX

Being duly sworn, according to law, on his/her oath sayeth that
 he/she is DANIEL MOSKALIS of the
 CLERK of the
 Star-Ledger, in said County of Essex, and that the notice, of
 which the attached is a copy, was published in said paper
 on the 12th day of September
 and continued therein for _____
 successively, at least once in each _____
 for ONE DAY _____

Sworn to and subscribed
 before me this 14th
 day of September, 2011
[Signature]
 NOTARY PUBLIC OF NEW JERSEY



Township of Manalapan Fire District No. 2
 Synopsis of audit report of the Township of Manalapan Fire District No. 2, Monmouth County, New Jersey
 for the years ended December 31, 2010 and 2009 as required by N.J.S. 40A:5A-16.
 Balance Sheet

	2010	2009
ASSETS		
Cash and Investments	\$ 1,93,809	\$ 1,397,698
Prepaid Insurance	8,685	22,509
Capital Assets, net	2,669,674	2,499,345
Total Assets	\$ 3,872,168	\$ 3,919,550
Liabilities and New Assets		
Current Liabilities:		
Accounts Payable	\$ 24,997	\$ 48,054
Accruals Payable	7,549	995
Accruals Payable	8,461	4,816
PERS Payable	90,915	67,235
Reserve for LOSAP Trust	7,875	15,094
Accrued Interest	38,104	36,376
Capital Lease Payable - Current	-	700,000
Bond Anticipation Note	250,000	150,000
Serial Bonds Payable - Current	427,901	1,032,570
Other Liabilities:		
Capital Lease Payable - Long Term	128,520	163,624
Serial Bonds Payable - Long Term	890,000	440,000
Total Liabilities	1,443,421	1,636,194
Net Assets:		
Invested in Capital Assets, Net of Accumulated Depreciation and Related Debt	1,366,050	999,346
Restricted for Capital Acquisitions	112,022	397,514
Unrestricted	950,675	886,497
Total Liabilities and Net Assets	\$ 3,872,168	\$ 3,919,550
Statement of Operations and Change in Net Assets		
Revenue and Other Financing Sources	\$ 1,010,396	\$ 974,614
District Taxes	2,631	3,397
Supplement Fire Service Grant	12,736	14,593
Interest on Deposits and Investments	(5,043)	4,022
Miscellaneous Income	-	996,625
Loss on Disposal of Fixed Assets	-	-
Total Revenue and Other Financing Sources	1,020,720	1,020,720
Expenditures		
Operating	875,329	806,276
Capital	145,391	806,276
Excess of Revenue Over Expenditures	2,283,356	2,093,007
Net Asset Beginning of the Year	\$ 2,428,747	\$ 2,283,356
End of the Year		
Recommendations		
None		

The above synopsis is prepared from the report of the adult of the Manalapan Township Fire District No. 2, County of Monmouth, for the years ended December 31, 2010 and 2009.
 The report of audit, submitted by Ronald C. Petrics, CPA, RMA, is on file at the Board of Fire Commissioners office and may be inspected by any interested person.
 J. Spevak
 Secretary of the Board
 Manalapan Township Fire District No. 2

\$267.96

TRUCK REPORT- Sorscher

1. 26-2-66.....New left frt. Headlamp hsg.lens & strobe installed.....In House
Locate electrical drainFreehold Chevy
New w/wiper blades.....In House
2. 26-2-67.....New A/C compressor ,belt tensioner, serpentine belt
& recharge A/C system.....Freehold Chevy
3. 26-2-77.....All new brake air hoses installed.....First Priority
4. 26-2-78.....Repaint right rear compartment.....Fire & Safety
Replace air filter & clear Roll sensor codes..... “ “ “
5. 26-2-80.....(2) new batteries installed.....First Priority
6. 26-2-87.....(2) new frt. Brake hoses & (2) frt. Calipers installed /Englishtown Auto
7. 26-2-88.....Ck'd steering & frt.end suspension / OKAYFreehold Dodge
8. 26-2-90.....Repaired plug for onboard charger & repaired air
Line connection to truck.....In House
9. 26-2-93.....Rebuilt rear discharge ball valve.....First Priority
Installed (2) new batteries & oil filler cap.....In House

PRESIDENT of the Fire Co.- Auletta

1. Open House to be on Oct. 2,2011
2. Brackets for projector upstairs ,to be altered to make work.

FIRST AID- Sacks

No Business

EQUIPMENT- Flannery

None

INSURANCE- Warshany/ Marini

Need cost amount for Insurance for 2012 at next meeting

LEGAL- Youssouf

1. Bidding/Bid Bond until Contract signed/ Performance Bond
Lowest bidder : A & A Painting @ \$ 17,700.00
Marini to get all Bid packets / contact Low Bid References
2. Mr. Kirkland stated that a Workshop meeting is needed. Mr. Kirkland made a motion
To have a Workshop meeting on Sept. 14,2011 @ 8pm & 2nd by Mr. Flannery,
Roll Call Vote- Kirkland , Flannery , Warshany ,& Spevak voted YES. Hogan was
Excused. Mr. Youssouf will contact the newspaper regarding date change.

AUDITOR- Petrics

1. Audit Report / DCA & Manalapan Twp.
2. Synopsis Report

BOOKKEEPER - Larson

1. Audit adjustment
2. Third quarter Tax payment @ end of Sept. 2011

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 and 2009 as required by N.J.S. 40A:5A-16.

Balance Sheet

	2010	2010
Assets		
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Prepaid Insurance	8,685	22,509
Capital Assets, net	2,669,674	2,499,345
	\$ 3,872,168	\$ 3,919,550
Liabilities and Net Assets		
Current Liabilities:		
Accounts Payable	\$ 24,997	\$ 48,054
Encumbrances Payable	7,549	995
PERS Payable	6,461	4,816
Reserve for LOSAP Trust	90,913	67,235
Accrued Interest	7,875	15,094
Lease Payable	163,624	200,000
Bond Anticipation Note	250,000	700,000
Serial Bonds Payable - Current	553,421	160,000
		1,196,194
Other liabilities:		
Serial Bonds Payable - Long Term	890,000	440,000
Total Liabilities	1,443,421	1,636,194
Net Assets:		
Invested in Capital Assets, Net of Accumulated Depreciation and related debt	1,366,050	999,345
Restricted for Capital Acquisitions	112,022	397,514
Unrestricted	950,675	886,497
	2,428,747	2,283,356
	\$ 3,872,168	\$ 3,919,550

Statement of Operations and Change in Net Assets

Total liabilities and Net Assets	\$ 1,010,398	\$ 974,614
Revenue and Other Financing Sources	3,397	3,397
District Taxes	2,631	14,592
Supplemental Fire Service Grant	12,738	4,022
Interest on Deposits and Investments	(5,043)	-
Miscellaneous Income	1,020,720	996,625
Loss on Disposal of Fixed Assets	875,329	806,276
Total Revenue and Other Financing Sources	145,391	190,349
Expenditures	2,283,356	2,093,007
Operating	\$ 2,428,747	\$ 2,283,356
Excess of Revenues over Expenditures		
Net Asset Beginning of the Year		
End of the Year		
Recommendations		
None		

The above synopsis was prepared from the report of the audit of the Manalapan Township Fire District No. 2, County of Monmouth, for the years ended December 31, 2010 and 2009. The report of audit, submitted by Ronald C. Petrics, CPA, RMA, is on file at the Board of Fire Commissioners office and may be inspected by any interested person.

J. Spevak
 Secretary of the Board
 Manalapan Township Fire District No. 2

\$357.28

STATE OF NEW JERSEY }
 COUNTY OF ESSEX } SS

Dreem Achilo

Being duly sworn, according to law, on his/her oath sayeth that he/she is CLERK of the

Star-Ledger, in said County of Essex, and that the notice, of which the attached is a copy, was published in said paper on the 19th day of Aug 2011

and continued therein for _____
 successively, at least once in each _____
 for one day
Dreem Achilo

Sworn to and subscribed before me this 23 day of Aug, 2011

Robert G. P.

NOTARY PUBLIC OF NEW JERSEY

MEDINAHY JONES
 Notary Public, State of New Jersey
 My Commission Expires
 January 18, 2013

IT OFFICER- Hall
Report was given

ADMINISTRATOR'S REPORT- Marini

1. No 4x4 runabouts on State Contract
2. Any cellphone problems
3. Roof problems / Vent cap blew off – needs to be replaced

Chairman Hogan arrived at 9pm

OLD BUSINESS

1. 4x4 runabout Perrone has (3) quotesapprox. \$12,400.00 . Mr. Kirkland tabled to Workshop mtg. on Sept 14th & 2nd by Mr. Spevak ,approved by all.
2. Middlesex County Fire School cost of \$814.00 (4) firemen to attend
3. First Responder Class /Steve Levine \$9.00 per person

NEW BUSINESS-

1. Lt. Auletta / update radio's.....cost of \$5,000.00 /tabled to Workshop mtg.

Mr. Flannery made a motion to OPEN PUBLIC PORTION at 9:03pm & 2nd by Mr. Kirkland, approved by all.

Asst. Chief Tom Kirkland stated that Monmouth County Radio , said there were problems with portables & Backup unit located at Englishtown Industrial Park , they will check into this ,if there is a problem. Since there was no other business Mr. Flannery made a motion to CLOSE PUBLIC PORTION at 9:08pm & 2nd by Mr. Kirkland, approved by all.

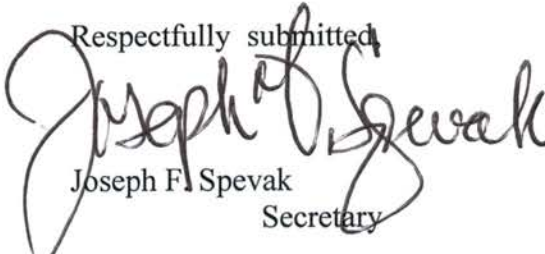
TREASURER'S REPORT- Kirkland

No Report available / Emergency problem this afternoon

GOOD & WELFARE-

None

Since there was no further business Mr. Flannery made a motion for adjournment at 9:15pm & 2nd by Mr. Kirkland , approved by all.

Respectfully submitted

Joseph F. Spevak
Secretary

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

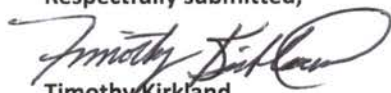
Bill List
Monthly Meeting September 7, 2011

ADP	7,493.55
Auto King Parts & Supplies	291.55
Belasco Petroleum Company, Inc.	3,948.65
Blue Streak Uniforms, LLC	1,259.85
Charles Sacco	67.41
Continental Fire & Safety, Inc.	2,539.71
Digital Combustion, Inc.	525.00
Document Solutions	45.00
Douglas Frueh	67.41
Elliott Belote	67.41
Englishtown Board Of Fire Commissioners	1,166.76
Eric Sacks	67.41
Fail Safe Testing, Inc.	2,781.62
Fire & Safety Services, LTD	595.39
First Priority Emergency Vehicles, Inc.	1,360.75
Freehold Ford, Inc.	248.72
George Kline Sales	2,333.58
Gordons Corner Water Co.	1,888.92
International Association Of Fire Chiefs	204.00
John Marini	316.76
Joseph Spevak	301.76
Joseph Spevak	400.00
McNeil & Company	2,498.00
Michael Auletta	67.41
Millhurst Mills, Inc.	625.00
New Jersey State Fire Chiefs Association	67.50
Patrick Flannery	573.76
Pine Belt Freehold Chevrolet	356.79
Richard Hogan	67.41
Ryan Perrone	825.35

State of NJ Department of Labor & Workforce Devlpmt	15.00
TeamWorld, Inc.	1,088.53
The Star-Ledger	447.28
Timothy Kirkland	2,934.20
Verizon	146.09
Verizon Wireless	993.20

TOTAL \$ 38,676.73

Respectfully submitted,


Timothy Kirkland
Treasurer

Month End Review

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

Purchase Order #	Date:	Description:
N/A		

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

(2) Havis-ChargeGuard 12V Auto Timer Switch w/Negative Ground-CG-X

Items still waiting to be received:

N/A

Administrative

The Havis-ChargeGuard modules for the chiefs' vehicles arrived and were given to 26-2-66.

The motherboard for the Commissioner's computer arrived and will be installed over the weekend of 10/8-10/9.

Advantage Fire & Security will be stopping by the first week in October to look at the issue regarding the engine bay window.

Respectfully submitted,



Peter Hall
Information Technology Officer

NOTICE AND INVITATION TO BIDDERS

NOTICE IS HEREBY GIVEN that sealed proposals will be received by the Board of Fire Commissioners of

Fire District No. 2, Township of Manalapan on SEPTEMBER 7, 2011 at 8:00 p.m. E.S.T. at the Manalapan Township Fire District No. 2 Headquarters Building located on Sweetmans Lane Manalapan Township, Monmouth County, New Jersey for painting of the firehouse engine bays and hallway of the Manalapan Township Volunteer Fire Company No. 1 Firehouse. Bids received on September 7, 2011 will be opened immediately thereafter and read aloud. Sealed bids shall be received at or previous to the hour designated in this notice, however, none shall be received thereafter.

Each bidder must submit a bid on the proposal form supplied with the bidding documents. Specifications and proposal bid forms may be obtained from John Marin Fire Administrator of the Board of Fire Commissioners Fire District No. 2 Manalapan Twp. Sweetmans Lane Manalapan, N.J. Telephone NO. (732) 803-6173 Fax (732) 462-2523 during regular weekday business hours.

For a bid to be considered, it must be submitted in compliance with the requirements set forth in the specifications and on the forms provided by the Board of Fire Commissioners. Completed bidding documents must be submitted in a sealed envelope bearing the name and address of the bidder and marked as follows: "proposal for Bay Paints, Manalapan Township, New Jersey". Each proposal must be accompanied by a certified cashier's check for \$20,000.00 made payable to Fire District No. 2, Manalapan Township. The sealed proposals shall be received by the Board of Fire Commissioners at the address above until 10:00 a.m. on September 7, 2011. The Board of Fire Commissioners reserves the right to reject any or all bids and to award the contract to any bidder at its discretion. The Board of Fire Commissioners is not bound by any bid received after the time specified above.

STATE OF NEW JERSEY }
COUNTY OF ESSEX } SS

DAVID TRAVIS

Being duly sworn, according to law, on his/her oath sayeth that he/she is _____ of the _____

Star-Ledger, in said County of Essex, and that the notice, of which the attached is a copy, was published in said paper on the 25th day of August, 2011 and continued therein for _____

successively, at least once in each _____ for 1 day David Travis

Sworn to and subscribed before me this 29th day of August, 2011

Lauren Kincaid
NOTARY PUBLIC OF NEW JERSEY

LAUREN M. KINCAID
NOTARY PUBLIC OF NEW JERSEY
MY COMMISSION EXPIRES APRIL 14, 2014

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WithumSmith+Brown, PC
Certified Public Accountants and Consultants

1144 Hooper Avenue
Suite 202
Toms River, New Jersey 08753 USA
732 341 8728 . fax 732 341 8787
www.withum.com

Additional Offices in New Jersey,
New York, Pennsylvania, Maryland,
Florida, and Colorado

August 25, 2011

Joseph D. Youssouf, Esquire
P.O. Box 809
Manalapan, NJ 07726

Re: Township of Manalapan Fire District No. 2
Audit Report - 2010

Dear Joe:

Enclosed please find one (1) copy of the annual audit for the 2010 year regarding the Township of Manalapan Fire District No.2. Also enclosed is a copy of the synopsis of the annual audit which must be published in a newspaper that has circulation within the district. Please send me a copy of the publication and the date it was published so that I can forward this information to the Director within ten (10) days after publication.

If you have any questions, please contact me.

Very truly yours,

Ronald C. Petrics, CPA, RMA

Enclosures

cc: Board of Fire Commissioners

Township of Manalapan Fire District No. 2

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Balance Sheet

	<u>2010</u>	<u>2009</u>
<u>Assets</u>		
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Total Assets	\$ 3,872,168	\$ 3,919,550
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Current Liabilities:		
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Statement of Operations and Change in Net Assets

<u>Revenue and Other Financing Sources</u>		
District Taxes	\$ 1,010,396	\$ 974,614
Supplemental Fire Service Grant	2,631	3,397
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Excess of Revenues Over Expenditures	145,391	190,349
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Recommendations

None

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J. Spevak
Secretary of the Board
Manalapan Township Fire District No. 2

Month End Review

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

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:

(2) Havis-ChargeGuard 12V Auto Timer Switch w/Negative Ground-CG-X

Administrative

The Havis-ChargeGuard modules for the chiefs' vehicles were ordered. No ETA on delivery.

The Commissioner's computer failed to boot in August. A temporary workaround for the Treasurer was setup utilizing the IT computer while a replacement motherboard is expected.

ACS Firehouse Software

Firehouse software was updated to 7.9.14 and is currently installed on the Chief's computer.

Respectfully submitted,



Peter Hall
Information Technology Officer

SEPTEMBER 14, 2011

The Workshop meeting was called to order by Vice Chairman Warshany at 8:13pm & Mr. Auletta led all present with the salute to the Flag. Vice Chairman Warshany read the 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 & Spevak were present.. Hogan was excused. Sign in sheet was on table for attendance .

OLD BUSINESS

Engine Bay Wall Painting

1. Mr. Marini contacted numerous references regarding Low Bidder A & A Painting cost of \$ 17,700.00 Clothes racks on walls need to be removed / Fire Trucks to be taken outside during working hours , then brought back inside in evening
2. Mr. Flannery made a motion to award Painting Bid to A & A Painting at cost of \$ 17,700.00 & 2nd by Mr. Warshany. Roll Call Vote-Flannery, Warshany ,Kirkland ,& Spevak voted YES. Hogan excused

Portable Radio's in Trucks

1. Lt' Auletta presented the following :
Motorola # 5550 qty of (3) radio, charger, battery , accessories \$3,500.00
Mr. Flannery made a motion to purchase (3) radio's up to cost of \$3500.00 & 2nd by Mr.Kirkland, Roll call Vote –Flannery, Kirkland, Warshany & Spevak voted YES . Hogan was excused

Hogan arrived at 8:40pm

4x4 runabout .4 seater w/cab Husavarna \$12,400.00 / Pantano
Toro \$16,500.00 / Storr Tractor
Polaris \$15,700.00 / Extreme Machine

Mr. Flannery made a motion to purchase Husavarna @ \$12,400.00 & 2nd by Mr. Kirkland. ,approved by all.

EMT Course/ Steve Levine cost per person @ \$9.00.....Motion made by Mr. Kirkland & 2nd by Mr. Flannery, approved by all.

Parking Lot lights / JCPL replacement Bulbs/ letter given to Marini to take care of

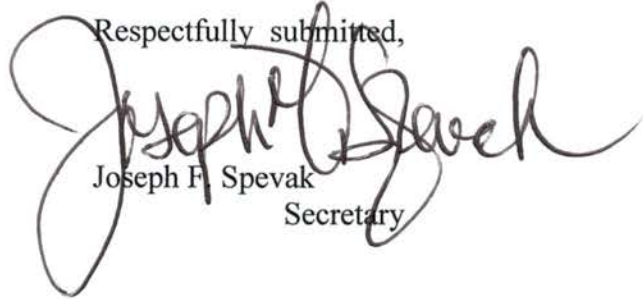
New Egypt Fire Co had a accident with there Tanker responding to structure fire. Chairman Hogan suggested we lend them our spare pumper/tanker unit. New Egypt FC representative is Steve Morgan Firehouse # 1-609-758-2350 & cell# 848-992-0609

Roof Vent- LoSacco

Existing vent cover to be taken off & new one to be fabricated the same by sheet metal place in Howell Twp.

Since there was no further business Mr. Flannery made motion for adjournment at 9:20pm & 2nd by Mr. Warshany, approved by all.

Respectfully submitted,

A large, stylized handwritten signature in black ink, appearing to read "Joseph F. Spevak". The signature is written in a cursive style with large loops and flourishes.

Joseph F. Spevak

Secretary