

SEPTEMBER 5 ,2012

The regular scheduled meeting was called to order by Chairman Hogan at 8:05pm & Chief Keaney 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, Kirkland , Warshany , Hogan & Spevak were present . Sign in sheet was on table for attendance. Others in attendance were : Youssouf , Petrics , Larson , Chief Kirkland, Sorscher, Marini, Auletta & Perrone.

Chairman Hogan asked if all Fire Comm had enough time to review minutes of Aug. 1,2012. Mr. Kirkland stated there were two spelling errors under Life Insurance . Guy to be guide & there to be their . Mr. Kirkland made a motion to accept after errors are corrected & 2nd by Mr. Flannery, approved by all.

CHIEF'S REPORT

Sta.26-2.....Chief Keaney reported responding to 39 fire calls with 518.07 manhrs.

Upcoming Events: Reported by Chief Keaney

1. Sept. 10.....Fire Co. mtg at 8pm
2. " 17.....Work Detail
3. " 24.....Work Detail
4. Oct. 1.....Work Detail
5. Oct. 3.....Fire Comm mtg. at 8pm
6. Oct. 7..... Open House & Blood Drive 10 am to 4 pm

Following items reported by Chief Perrone & his Line Officers

1. Cleanup gear closet
2. Waiting for parts for ATV 1 from Pantano
3. Walk for Joe on Sept. 8th at Battleground State Park, & then WetDown at Sta. 26-1
4. Sept. 9th at 9am/ S190 Forest Fire Service
5. Lettering to be done on New Trailer
6. Problems with lettering on 26-2-88, to be redone
7. Sorscher has been complaining about overhead at storage garage at M.Mills, it has Been repaired.
8. New Enclosed Trailer/ generator door was loose, was repaired by Hecht Trailer

Sta. 12-1.....Chief Kirkland reported responding to 9 fire calls with 32.07 manhrs in 26-2 area & No fire calls in 26-2 primary area. All equipment in good shape. Fire Protection Contract for the Year 2012 was signed

Chairman Hogan asked if there was anyone from the Man. Twp Ladies Auxiliary or Man. Eng. First Aid No one in attendance from both

LEGAL- Youssouf

1. Bids for concrete pad ,in front of fire house
2. Resolution- No photo's or imaging at any type of fire or accident scene to be done. Was discussed at

Aug.13,2012 Fire Co. mtg. & each member rec'd a packet to read. Mr. Dillon asked no one to do much , but give first aid.

AUDITOR- Petrics

1. Web site- paperwork
2. Audit Adjustment

BOOKKEEPER- Larson

Working with the Audit

PRESIDENT of the Fire Co.- Auletta

1. Walk with Joe on Sept. 8th & then Wetdown at Sta.26-1
2. Open House / Blood Drive on Oct. 7th

ADMINISTRATOR'S REPORT- Marini

1. Concrete pad , start date of Oct 8th
2. Trailer- checked ok
3. ATV-1 / Pantano to do maintenance
4. Flooring/ Hoffman , Inc. rec'd 2 references : 2003 Springfield
2009 North Jersey Co.

Photo graphics; \$1,000.00 each

Chairman Hogan stated to check with ; Oakhurst/ Ocean Twp. Fire Co.

INSURANCE- Marini / Warshany

1. Two bills /Workmans Comp.case & one / Ladies Aux. member- accident form during Fire Co. Event
2. Mr. Kirkland stated since John Meeker /retired & left Van Dyk Group . The representation hasn't been good . Mr. Youssouf made recommendations of a person from Jamesburg Fire Co.

Equipment- Flannery

1. Jackets from Balt. Expo came in.
2. Gloves that were ordered/ No show – Perrone to call

IT OFFICER- Hall

1. Data Base for building needs to be rebuilt
2. Purchase of software Radio room

TRAINING OFFICER- Keaney

1. Need key for office
2. Files / certificate.....items on Web site

OLD BUSINESS

1. Mr. Flannery stated new shelving/panels- no walls . Trailer
2. Life Insurance – member must have 25 yrs of active service

NEW BUSINESS-

1. New Turnout gear / Bud Kline- \$3,000.00
2. Trailer lettering.....Motion made by Mr. Flannery & 2nd by Mr. Warsnany, approved by all.
3. Cost for installation of metal shelving for interior of Trailer \$500.00

"The Sorranos" star Jarrs Gandolfini will star as a down-on-his-luck lawyer in a new HD drama based on the British series "Criminal Justice," although the cable network has only ordered a pilot so far, Deadline.com reports.

TU Bidders shall be required to appear in person at the Board of Fire Commissioners' office at 1000 Broad Street, Newark, New Jersey, on the date specified in the advertisement, to receive the bid forms and to receive the instructions for the bidding process. The Board reserves the right to reject any and all bids, to waive any irregularities and to award the contract, as may appear to be in the best interest of the Board of Fire Commissioners. The award of the contract shall be made subject to the necessary money to do the work being provided by the Board of Fire Commissioners in accordance with budgetary appropriations and approvals as required by law. All bidders are required to comply with the following specified statutes and regulations: N.J.S.A. 10:5-31 et. seq. (N.J.A.C. 17:27 (Affirmative Action); P.L. 1963, C.150 (New Jersey prevailing wage act); 42 U.S.C. 12101, et. seq. with Americans with Disabilities Act of 1990); P.L. 1977, C.33 (Stockholders' Disclosure Statement); P.L. 1999 C.238 (Public Works Contractor Registration Act) and P.L. 2004 C.57, as amended. The contractor is also further notified that he must submit proof of business registration with the state of New Jersey for any named subcontractors in accordance with the act in office must comply with provisions of N.J.S.A. 40A:1-23.2 a. thru f.

of Fire Commissioners District No. 2, Manalapan Township, New Jersey, on the date specified in the advertisement, to receive the bid forms and to receive the instructions for the bidding process. The Board reserves the right to reject any and all bids, to waive any irregularities and to award the contract, as may appear to be in the best interest of the Board of Fire Commissioners. The award of the contract shall be made subject to the necessary money to do the work being provided by the Board of Fire Commissioners in accordance with budgetary appropriations and approvals as required by law. All bidders are required to comply with the following specified statutes and regulations: N.J.S.A. 10:5-31 et. seq. (N.J.A.C. 17:27 (Affirmative Action); P.L. 1963, C.150 (New Jersey prevailing wage act); 42 U.S.C. 12101, et. seq. with Americans with Disabilities Act of 1990); P.L. 1977, C.33 (Stockholders' Disclosure Statement); P.L. 1999 C.238 (Public Works Contractor Registration Act) and P.L. 2004 C.57, as amended. The contractor is also further notified that he must submit proof of business registration with the state of New Jersey for any named subcontractors in accordance with the act in office must comply with provisions of N.J.S.A. 40A:1-23.2 a. thru f.

Each proposal must be accompanied by certified check cashiers check or bid bond in the amount of 10% of the amount bid, not to exceed \$70,000. Check shall be made payable to the board of Fire Commissioners of Fire District No. 2, Manalapan Township, New Jersey.

"PROPOSAL FOR EPOXY FLOOR COVERING"

Each proposal must be accompanied by certified check cashiers check or bid bond in the amount of 10% of the amount bid, not to exceed \$70,000. Check shall be made payable to the board of Fire Commissioners of Fire District No. 2, Manalapan Township, New Jersey.

STATE OF NEW JERSEY }
COUNTY OF ESSEX } SS

Being duly sworn, according to law, on his/her oath sayeth that he/she is DAVID MORAN 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 20th day of September and continued therein for _____ successively, at least once in each _____ for one day

Sworn to and subscribed before me this 20th day of September, 2012
[Signature]
NOTARY PUBLIC OF NEW JERSEY

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

Mr. Flannery made a motion to OPEN PUBLIC PORTION at 8:55pm & 2nd by Mr. Warshany, approved by all. NO BUSINESS Mr. Flannery made a motion to CLOSE PUBLIC PORTION at 8:57pm & 2nd by Mr. Warshany, approved by all.

Chairman Hogan asked to go into Executive Session . Mr. Flannery made a motion to Close the regular mtg to go into Executive session for personal expenses at 9pm & 2nd by Mr. Warshany. Roll Call Vote- Flannery Kirkland, Warshany , Hogan & Spevak voted YES.

Mr. Kirkland made a motion to Close Executive Session at 9:10pm & reopen regular mtg & 2nd by Mr. Flannery. Roll Call Vote- Kirkland, Flannery, Warshany, Hogan & Spevak voted YES.

TREASURER'S REPORT- Kirkland

Mr. Warshany made a motion to pay bills totaling \$73,857.32 & 2nd by Mr. Flannery , approved by all.

GOOD & WELFARE-

No Workshop on Sept. 20,2012

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

Respectfully submitted,

Joseph R. Spevak
Secretary

STATE OF NEW JERSEY } SS
 COUNTY OF ESSEX

Daniel Mervin
 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 24 day of September
 and continued therein for _____
 successively, at least once in each _____
 for _____

Sworn to and subscribed
 before me this 25th
 day of September, 2012
[Signature]
 NOTARY PUBLIC OF NEW JERSEY

MEDINAHY, JONES
 Notary Public, State of New Jersey

Township of Manalapan Fire District No. 2
 of the Township of Manalapan Fire District No. 2, Monmouth County, New Jersey
 ember 31, 2011 and 2010 as required by N.J.S. 40A:5A-16.

Statements of Net Assets

	2011	2010
Assets	\$ 1,200,659	\$ 1,193,809
- Current	6,931	8,685
- Long Term	2,550,302	2,669,674
Liabilities	\$ 3,757,892	\$ 3,872,168
- Current	19,977	24,997
- Long Term	19,475	7,549
Trust	9,535	8,461
- Current	110,639	90,915
- Long Term	7,088	7,875
Accumulated	39,914	38,104
- Current	150,000	250,000
- Long Term	356,628	427,901
- Long Term	85,606	125,520
- Long Term	740,000	890,000
- Long Term	1,182,234	1,443,421
Net Assets	\$ 1,527,694	\$ 1,358,175
- Current	207,926	112,022
- Long Term	840,038	958,550
- Long Term	2,575,658	2,428,747
- Long Term	3,757,892	3,872,168
Statements of Revenues, Expenses and Changes in Net Assets		
- Current	\$ 1,032,482	\$ 1,010,396
- Long Term	2,631	2,631
- Long Term	7,342	12,736
- Long Term	206	(5,043)
- Long Term	(491)	1,020,720
- Long Term	1,042,370	1,020,720
- Long Term	895,459	875,329
- Long Term	146,911	145,391
- Long Term	2,428,747	2,283,356
- Long Term	2,575,658	2,428,747

Prepared from the report of the audit of the Manalapan Township Fire District No. 2, for the years ended December 31, 2011 and 2010, submitted by Ronald C. Petrics, CPA, RMA, is on file at the Board of Fire and may be inspected by any interested person.

J. Spivak
 Secretary of the Board

SORSCHER

TRUCK REPORT FOR August / 2012

- 66 NEW BATTERY INSTALLED. — IN HOUSE.
- 67 NEW FR. HEADLITE INSTLLO. — IN HOUSE.
- 78 NEW NET INSTLLO ON CROSSBAY HOSE BED. — IN HOUSE.
NEW 1 1/2" CAP ON FR. BUMPER DISCHARGE. — IN HOUSE.
- 80 TIGHTEN ALL HALOGEN LITE POLE BRACKETS — IN HOUSE.
- 86 NEW RECEIVER BAR w/ 2 5/16" BALL — IN HOUSE.
ANNUAL CHASSIS SERVICE. — FRIENDS FORD.
- OTR ATV. ALLERS INSTALL NEW TONGUE LOCKS ON BOTH TRAILERS — IN HOUSE.
- 93 INSTALL 7 POINT ELECTRICAL OUTLET. — Monmouth TR.
INSTALL WIRING HARNESS + CIRCUIT BOARD FOR — 1st PRIORITY
FR. BUMPER NOZZLE.
- 96 REPAIR AIR EJECT + INSTALL NEW COVER. — IN HOUSE.
INSTALL REVERSE LITE BULBS — IN HOUSE.
REGULAR ANNUAL CHASSIS SERVICE — PETERBUIT.
- PURCHASED ② TOW RECEIVER BARS w/ ② 2 5/16" BALLS + PINS — Monmouth TR.
PURCHASED ② TRAILER TONGUE LOCKS. — " " "
ALL GROUND LADDERS FROM ALL TRUCKS WERE TESTED —

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, 2011 and 2010 as required by N.J.S. 40A:5A-16.

Statements of Net Assets

	<u>2011</u>	<u>2010</u>
<u>Assets</u>		
Cash and Investments	\$ 1,200,659	\$ 1,193,809
Prepaid Insurance	6,931	8,685
Capital Assets, net	<u>2,550,302</u>	<u>2,669,674</u>
Total Assets	<u>\$ 3,757,892</u>	<u>\$ 3,872,168</u>
<u>Liabilities and Net Assets</u>		
Current Liabilities:		
Accounts Payable	\$ 19,977	\$ 24,997
Encumbrances Payable	19,475	7,549
PERSPP	9,535	8,461
Reserve for LOSAP Trust	110,639	90,915
Accrued Interest	7,088	7,875
Capital Lease Payable - Current	39,914	38,104
Serial Bonds Payable - Current	<u>150,000</u>	<u>250,000</u>
	356,628	427,901
Other Liabilities:		
Capital Lease Payable - Long Term	85,606	125,520
Serial Bonds Payable - Long Term	<u>740,000</u>	<u>890,000</u>
Total Liabilities	<u>1,182,234</u>	<u>1,443,421</u>
Net Assets:		
Invested in Capital Assets, Net of Accumulated		
Depreciation and Related Debts	1,534,782	1,366,050
Restricted for Capital Acquisitions	207,926	112,022
Unrestricted	<u>832,950</u>	<u>950,675</u>
	2,575,658	2,428,747
Total Liabilities and Net Assets	<u>\$ 3,757,892</u>	<u>\$ 3,872,168</u>

Statements of Revenues, Expenses and Changes in Net Assets

<u>Revenue and Other Financing Sources</u>		
District Taxes	\$ 1,032,482	\$ 1,010,396
Supplemental Fire Service Grant	2,631	2,631
Interest on Deposits and Investments	7,542	12,736
Miscellaneous Income	206	-
Loss on Disposition of Fixed Assets	<u>(491)</u>	<u>(5,043)</u>
Total Revenue and Other Financing Sources	1,042,370	1,020,720
<u>Expenditures</u>		
Operating	<u>895,459</u>	<u>875,329</u>
Excess of Revenues Over Expenditures	146,911	145,391
Net Asset Beginning of the Year	<u>2,428,747</u>	<u>2,283,356</u>
End of the Year	<u>\$ 2,575,658</u>	<u>\$ 2,428,747</u>

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, 2011 and 2010.

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.

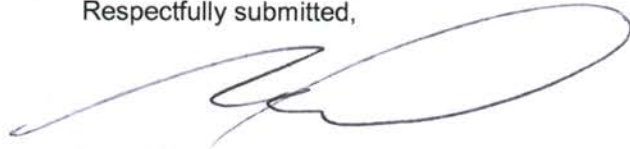
J. Spevak
Secretary of the Board
Manalapan Township Fire District No. 2

Month End Review

The Monmouth County Sherriff's Office is in the process of converting their CAD system over to Spillman. During this upgrade, we will lose MDT functionality on the laptops in the apparatus and chief's vehicles. The rollout to fire departments for MDT usage will begin in Q1 2013, and will most likely require a buy-in for software licensing on a per license basis. Costs are estimated at ~\$1000 per license, and a \$150-\$300/year "maintenance" fee, per license.

Additionally, a member of the MCSO IT department has suggested we look into EmergencyReporting.com's offerings, as the Spillman CAD system is more advanced than the previous system and will be capable of being imported directly into EmergencyReporting.com's NFIRS component for State reporting purposes. We are currently awaiting pricing.

Respectfully submitted,



Peter Hall
Information Technology Officer



Information Technology Report

August 2012

Prepared for

**Board of Fire Commissioners, District #2
Manalapan Township Fire Company**

PO Box 54
Tennent, NJ 07763

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

Bill List
Monthly Meeting September 5, 2012

ADP	8,238.71
Belasco Petroleum	1,893.32
Cablevision	74.90
Centra State Fitness & Wellness Center	169.00
Charles Sacco	67.41
Charles Warshany	616.20
Continental Fire & Safety, Inc.	4,582.85
Document Solutions Leasing	132.82
Elliott Belote	67.41
Emergency Equipment Sales, LLC	5,584.33
Englishtown Board of Fire Commissioners	1,080.26
Especially For You Florist & Gift Shop	144.98
Fail Safe Testing, Inc.	727.50
Fire & Safety Services, LTD	104.65
First Priority Emergency Vehicles	962.96
Freehold Ford	215.02
George Kline Sales	6,533.00
Hecht Trailers	8,188.00
Hights Farm Equipment Co.	25.14
Hunter Jersey Peterbilt	744.79
Joe Spevak	67.41
John Marini	67.41
Joseph F. Spevak	500.00
Joseph Youssof	821.72
McNeil Company	2,865.50
Michael Auletta	67.41
Millhurst Mills, Inc.	625.00
Monmouth Truck Equipment Acquisition, LLC	369.45
Net Link	199.00

Net Link	149.00
Patrick Flannery	1,160.71
Richard F. Sause Electrical Contractor	642.70
Richard Hogan	1,045.78
Ryan Perrone	1,102.13
Sean Sullivan	67.41
State Of NJ Dept. of Labor	15.00
Timothy Kirkland	3,971.91
Verizon Wireless	1,018.59
Verizon Wireless	147.94
Whelan Enterprises	1,300.00
WithumSmith & Brown	17,500.00
<hr/>	
TOTAL \$	73,857.32

Respectfully submitted,


Timothy Kirkland
Treasurer

Township of Manalapan Fire District No. 2

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