

APRIL 3 , 2013

The regular scheduled meeting was called to order by Vice Pres. Warshany at 8:10pm & Mr. Spevak led all present with the salute to the Flag. Mr Youssef 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- Kirkland ,Warshany & Spevak were present. Hogan & Flannery will be late. Sign in sheet was on table for attendance. Others in attendance were : Youssef , Petrics , Larson , Marini, Perrone, Hall, Sacks ,Sorscher, & Tom Kirkland. Minutes of March 6<sup>th</sup> will be voted on later in the meeting.

CHIEF'S REPORT-

Sta. 26-2.....Chief Keaney reported responding to 25 fire calls with 188.58 manhrs.

Upcoming Events: Reported by Chief Keaney

1. April 8<sup>th</sup> .....Fire Co mtg. at 8pm
2. April 15<sup>th</sup> .....Air Bags Drill
3. April 22<sup>nd</sup> .....Fire Academy/smokehouse- certification
4. April 29<sup>th</sup> .....Pump training on 26-2-90
5. May 1<sup>st</sup> .....Fire Com. Mtg. at 8pm
6. May 6<sup>th</sup> .....Work Detail
7. May 13<sup>th</sup> .....Fire Co. mtg. at 8pm

Following items reported by Chief Keaney & his Line Officers

1. Capt. Auletta/Equip- ATV hose reel, hose-3/4"x100ft & nozzle  
4 lengths 1 3/4" x 50ft  
3 " " 1 " x 50ft  
Folding stokes basket.....All items purchased from Continental= \$ 3,200.40
2. Lt. Frueh/ Radio's- ( 5 ) Motorola minitor 5 at \$ 427.20 = \$ 2,136.00  
AllComm Warranty..... 5 at \$ 80.00 = 400.00  
\$ 2,536.00
3. Lt. Wehmann/ Gear....nothing at this time
4. Chief Perrone- Detailing of 12 Vehicles/ same as 2012 = cost of \$3,000.00  
Eric Sacks Detailers ,Inc.
5. Chief Keaney- Pump tests....cost of \$ 1,525.00

Sta. 12-1.....Chief T. Kirkland reported responding to 3 fire calls in 26-2 primary area with 18.52 Manhrs. & 5 fire calls in 26-2 area with 45.09 manhrs. Chief Kirkland asked about 1997 GMC Suburban. Mr. Spevak stated he has Title. Could we handle transfer at End of meeting. Kirkland said no problem.

Chairman Hogan arrived at 8:35pm

TRUCK REPORT- Sorscher

1. 26-2-67.....New wiper blades installed..... In House
2. 26-2-77 & 80 Checked all tire pressures..... In House
3. 26-2-86.....New wiper blades installed..... In House
4. 26-2-90.....Repair rear jump seat..... In House
5. 26-2-98.....( 2 ) New rear wheel cylinders & m/cylinder installed.....Englishtown Auto

6. ATV 1..... Install New hose reel mtd. On front Engine Bay wall ..... In House
7. 26-2-78..... Wireless headset to be installed/engine frequently comes on.  
Sorscher to contact Fire & Safety or Pierce ,if extended Warranty available
8. Mr. Flannery stated oil light comes on in 26-2-98 when engine hot ,after service at Englishtown Auto
9. ATV Trailer going for Rhino liner soon.

LEGAL- Youssouf

1. Resolution- Appointing the Oliver LE Soden Agency Insurance Agent for the Year 2013
2. Resolution- Authorizing conveyance of personal property pursuant to NJSA 40A:12-21.1
3. Fire Protection Agreement for Sta. 12-1
4. McManimon & Scotland- Continuing situation regarding correct amount of debt service payments for the \$700,000 bond issued in 4/1/10. Copy of payment schedule attached. Bond interest rate at 4.5% & has 10 yr. duration .Interest payment is \$3,150.00 ,for first year.
5. Notice of Contract awarded to Youssouf & Petrics for year 2013.
6. Resolution was adopted on Dec. 5,2012 ,awarding Helios Const. the contract for installation of a epoxy flooring system. The Board is most anxious for this project to commence, this is formal Notice to Proceed. Copy attached.

AUDITOR- Petrics

1. I spoke with Mr. Spevak to get minutes soon for 2012 & 2013 to review. Also, Kirkland & Larson regarding financial reports.
2. Nothing new with DCA.

BOOKKEEPER- Larson

1. Received first quarter payment of \$228,812.14
2. Received Local Finance Notice LFN 2013-13/ 2013 Financial Disclosure Statements
3. Bill S1986 /Schools for Tax Appeal

ADMINISTRATOR'S REPORT-Marini

1. Need to setup meeting with Helios Const. / Rental units for Equip./ Security with Trucks .  
Committee- Kirkland , Marini, & Perrone
2. Cellphone problems anyone ? Warranty for Pete Hall
3. Group Life & Accidental Death & Dismemberment was renewed on 3/25/13
4. Peosha paid a visit to Firehouse ,checked out Boiler.....Lockout switch/ tagout. Will be taken care of.
5. Meeting room update / Funding. Kirkland & Flannery on Committee. Fire Comm have monies left over from other projects that can be used. Marini stated we need to hire a Design Professional .Chairman Hogan discussed with the Board to finance hiring of Design Professional. Motion made by Mr. Flannery & 2<sup>nd</sup> by Mr. Warshany, approved by all. Fire Co had plans drawn up by Testa, free of charge , he will be contacted.
6. Engineer Sorscher will check into Extended Warranty for 26-2-78 if available.

IT OFFICER- Hall

1. New Fobs were given out . New cards are needed for Ladies Aux.
2. Second Monitor not working in Fire Comm. Office
3. Not worth fixing copy machine, that has problem.

PRES. of the Ladies Aux.- C. Flannery

Fobs for the Ladies Aux. /Pete had reported on.



PRES. Of the FIRE CO.- Sacks

1. Received & signed Fire Protection agreement.....Sta.26-2
2. Meeting room update Committee, moving forward
3. Fund Raiser / Breakfast with the Easter Bunny.....was fun for all.

Chairman Hogan asked if all Fire Comm had enough time to review minutes of March 6<sup>th</sup>. Yes. Mr. Flannery made a motion to accept & 2<sup>nd</sup> by Mr. Warshany ,approved by Flannery, Warshany,Hogan & Spevak, Kirkland was a Abstain.

Mr. Flannery made a motion to OPEN PUBLIC PORTION at 9pm & 2<sup>nd</sup> by Mr. Warshany, approved by all  
NO BUSINESS

Mr. Flannery made a motion to CLOSE PUBLIC PORTION at 9:01pm & 2<sup>nd</sup> by Mr. Hogan, approved by all

TREASURER'S REPORT- Kirkland

Mr. Warshany made a motion to pay all bills in the amount of \$ 221,511.29 & 2<sup>nd</sup> by Mr. Flannery, approved by all.

OLD BUSINESS- NONE

NEW BUSINESS

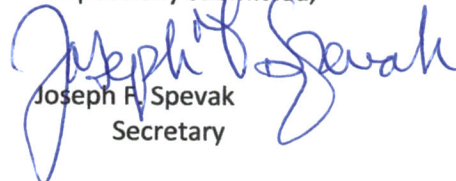
1. Purchase the following items: 20 key card fobs, Hose reel w/ 100ft x3/4" & nozzle, folding stokes basket, (5) Motorola Minitor 5 radio's, Detail (12) vehicles. Total cost of all \$ 8,736.40 Motion made by Mr. Kirkland & 2<sup>nd</sup> by Mr. Warshany . Roll Call- Kirkland, Flannery,Warshany,Hogan & Spevak Voted YES.
2. Chairman Hogan suggested to Chief Keaney to 12-1 & 26-1 for a joint hose test.
3. Physicals / reach out to Soden Agency
4. Chief Hogan asked when the Board & Truck Committee could meet regarding the New Rescue Truck
5. First Responder program / SOG's – Protocol...Mr. Spevak stated John Cuccia was to come to meeting tonite.
6. Baltimore Expo.....July 25,26 & 27<sup>th</sup> / 7 from Board & 5 Officers= 12
7. Mr. Spevak signed over Title 1997 GMC Suburban to the Englishtown Fire Co. Chief T. Kirkland

GOOD & WELFARE

No Workshop mtg. on April 18<sup>th</sup>

Since there was no other business Mr. Warshany made a motion for adjournment at 9:25pm & 2<sup>nd</sup> by Mr. Flannery, approved by all.

Respectfully submitted,

  
Joseph F. Spevak  
Secretary



Joseph D. Youssouf

Attorney at Law

137 Route 9 South • P.O. Box 809

Manalapan, New Jersey 07726

732/972-3010

Fax 732/972-1521

Helios Construction Inc.  
1321A Allenhurst Ave.  
Ocean, N.J.  
07712

April 3, 2013

**Re: Manalapan Twp. F.D. No.2**

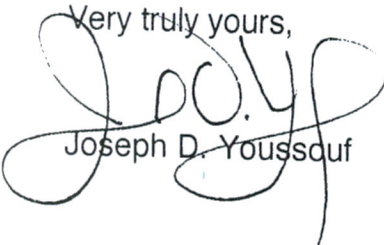
**NOTICE TO PROCEED**

Gentlemen:

Accompanying this correspondence is a copy of the Resolution adopted by the Board of Fire Commissioners of Fire District No.2 Manalapan Township awarding your company a contract for the installation of an epoxy flooring system at the Manalapan Tp. F.D. No.2 Firehouse.

The Board is most anxious for this project to commence. Please accept this correspondence as a formal Notice to Proceed. Should you have any questions or concerns regarding this correspondence, please feel free to contact the undersigned at your convenience.

Very truly yours,

  
Joseph D. Youssouf

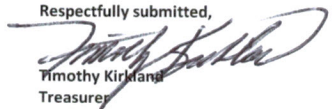
cc: Brd. F. Comm.

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

Bill List  
Monthly Meeting April 3, 2013

ADP	8,244.08
AIG Valic	38,952.00
Auto King Parts & Supplies	156.79
Bailey's Janitorial Services	240.00
Belasco Petroleum	1,283.90
Brunswick Bank & Trust	70,000.00
Brunswick Bank & Trust	12,565.48
Cablevision	84.90
Charles Sacco	67.41
Document Solutions	16.95
Document Solutions	132.82
Douglas Frueh	67.41
Edward Dillon	67.41
Elliot Belote	67.41
Englishtown Board of Fire Commissioners #1	1,051.08
Englishtown Fire Department	9,493.75
FireCompanies.com	239.97
First Responder Joint Insurance Fund	26,384.00
Gordons Corner Water Co.	1,888.92
James Thompson	67.41
John Marini	67.41
Joseph Spevak	67.41
Joseph Spevak	5.00
Manalapan Twp. Fire Co. #1	29,583.50
Michael Auletta	67.41
Millhurst Mills, Inc.	625.00
Muyong Oh	60.99
NetLink Webb Services	199.00
New Jersey State Assocation of Fire Districts	300.00
Oliver E. Soden Agency	9,690.60
Oliver E. Soden Agency	7,194.00
Pantano Power Equipment	119.09
Patrick Flannery	67.41
Richard F. Sause	397.72
Sean Sullivan	67.41
State of NJ Bureau of Boiler & Pressure Vessel Complianc	140.00
Steve Levine	60.00
The Star-Ledger	46.40
Timothy Kirkland	67.41
Verizon	159.49
Verizon Wireless	1,033.06
TOTAL \$	<u>221,090.00</u>

Respectfully submitted,

  
Timothy Kirkland  
Treasurer

**LEGAL MEMORANDUM**

**To: Board of Fire Commissioners Fire District No.2  
Manalapan Township**

**Re: McManimon & Scotland**

**Date: 4/3/13**

There has been a continuing controversy regarding the correct amount of debt service payments for the \$700,00.00 bond issued 4/1/10. The bank that purchased the bond has miscalculated the correct interest payable by the District and has refused to correct its error. I contacted Bond Counsel and requested a copy of the Bond Repayment schedule that was utilized at the time of issuance. A copy of that statement accompanies this memo.

The bond bears interest at the rate of 4.5% and has ten (10) year duration. The attached schedule reflects that correct amount of each payment that must be made by the District. You will note that the interest payment is \$3,150.00 and is constant for each year of the bond. I hope that this information will resolve this dispute.

Respectfully submitted,

Joseph D. Youssouf, Esq.



Manufacture Fire District No. 2  
\$700,000 Fire District Bonds  
Yield Computation Program

The Bond Issue Form 8038 Information

Debit Date:	4/1/2010	Computation of Arbitrage Yield Issue Price
Issue/Defeasance Date:	4/1/2010	Principal Amount (\$M, PM):
Issue 8038 Issue Price:	700,000	Redeeming Premium to UYV:
Final Maturity Date:	4/1/2020	(OID) or ODI to Issuer:
Arbitrage Yield:	4.500000%	Preissuance Accrued Interest:
Net Interest Cost:	4.500000%	(Credit Enhancement):
Yield Average Maturity:	5.50	Arb. Yield Issue Price
Final Maturity-Issue Price:	70,000	Amount Deemed Received:
Final Maturity-SPRM:	70,000	Net UYV Compensation:

Date	Principal	Coupon	Debt Service Computation			Arbitrage Yield		Price, Discount/Premium, Yield			Wtd. Avg. Maturity		
			Annual Interest	Periodic Interest	Total Debt Service	PV Factor	PV Amount	Price	Discount/Premium	Issue Price	Yield	Total Years	Bond Years
4/1/2010					15,750.00	0.9779951099	15,403.42					0.5000	
10/1/2010	70,000.00	4.500%	3,150.00	15,750.00	85,750.00	0.9564744356	82,017.68	100.0000%		70,000.00	4.500%	1.0000	70.00
4/1/2011				14,175.00	14,175.00	0.9354273201	13,259.68					1.5000	
10/1/2011	70,000.00	4.500%	3,150.00	14,175.00	84,175.00	0.9148434447	77,006.94	100.0000%		70,000.00	4.500%	2.0000	140.00
4/1/2012				12,600.00	12,600.00	0.89447123175	11,273.38					2.5000	
10/1/2012	70,000.00	4.500%	3,150.00	12,600.00	82,600.00	0.875042713	72,277.89	100.0000%		70,000.00	4.500%	3.0000	210.00
4/1/2013				11,025.00	11,025.00	0.8557694583	9,434.86					3.5000	
10/1/2013	70,000.00	4.500%	3,150.00	11,025.00	81,025.00	0.8369383454	67,812.93	100.0000%		70,000.00	4.500%	4.0000	280.00
4/1/2014				9,450.00	9,450.00	0.8185216091	7,735.03					4.5000	
10/1/2014	70,000.00	4.500%	3,150.00	9,450.00	79,450.00	0.8005101310	63,686.53	100.0000%		70,000.00	4.500%	5.0000	350.00
4/1/2015				7,875.00	7,875.00	0.7828949936	6,165.30					5.5000	
10/1/2015	70,000.00	4.500%	3,150.00	7,875.00	77,875.00	0.7656674753	59,626.35	100.0000%		70,000.00	4.500%	6.0000	420.00
4/1/2016				6,300.00	6,300.00	0.7488190466	4,717.56					6.5000	
10/1/2016	70,000.00	4.500%	3,150.00	6,300.00	76,300.00	0.7324136558	55,877.65	100.0000%		70,000.00	4.500%	7.0000	490.00
4/1/2017				4,725.00	4,725.00	0.7162262745	3,384.17					7.5000	
10/1/2017	70,000.00	4.500%	3,150.00	4,725.00	74,725.00	0.7004657941	52,342.31	100.0000%		70,000.00	4.500%	8.0000	560.00
4/1/2018				3,150.00	3,150.00	0.6850521212	2,157.91					8.5000	
10/1/2018	70,000.00	4.500%	3,150.00	3,150.00	73,150.00	0.6699776246	49,008.86	100.0000%		70,000.00	4.500%	9.0000	630.00
4/1/2019				1,575.00	1,575.00	0.6552348406	1,031.99					9.5000	
10/1/2019	70,000.00	4.500%	3,150.00	1,575.00	71,575.00	0.6408164699	45,866.44	100.0000%		70,000.00	4.500%	10.0000	700.00
4/1/2020													
<b>Totals</b>	<b>700,000.00</b>		<b>31,500.00</b>	<b>173,250.00</b>	<b>873,250.00</b>	<b>PV @ Arb. Yld.</b>	<b>700,000.00</b>	<b>-0.0000%</b>		<b>700,000.00</b>		<b>Bond Yrs</b>	<b>3.850.00</b>
						<b>0.04500000</b>	<b>700,000.00</b>					<b>Wtd. Avg</b>	<b>5.5000</b>

Net Interest Cost (NIC) Computation  
Total Int. Payments: 173,250.00

RRRR Fund (DDBRD) Fund  
Total Int. Payments: 173,250.00





4/3/13

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
OF FIRE DISTRICT NO. 2 MANALAPAN TOWNSHIP  
AUTHORIZING CONVEYANCE OF PERSONAL PROPERTY  
PURSUANT TO N.J.S.A.40A:12-21.1**

**WHEREAS;** N.J.S.A.40A:12-21.1 provides that when the governing body of any local government unit determines that personal property owned by that unit is no longer needed for its purposes it may authorize, by resolution, a conveyance of that personal property without compliance with any other law governing disposal of personal property, for nominal consideration to any organization or association listed in N.J.S.A. 40A:12-21; and

**WHEREAS;** The Board of Fire Commissioners owns one 1997 GMC Yukon ~~Yukon~~ **SUBURBAN** motor vehicle which is no longer needed by the Manalapan Township Volunteer Fire Company No.1 and no longer needed for public purposes within the Fire District; and

**WHEREAS;** The Chief of the Manalapan Township Volunteer Fire Company No.1 has advised the Board that it may dispose of the above specified apparatus by conveying same to the Englishtown Volunteer Fire Department; and

**WHEREAS;** It is the considered opinion of the Board that the above described personalty is excess property no longer needed for fire suppression purposes within Fire District No.2 Manalapan Township.

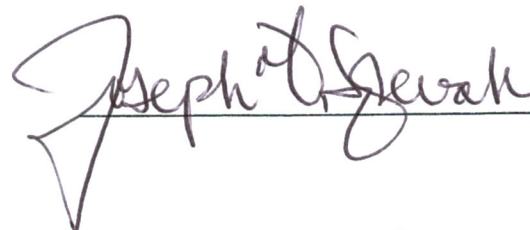
**NOW, THEREFORE BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that the above described personalty is declared excess property in accordance with the provisions of N.J.S.A. 40A:12-21.1 and is hereby transferred to the Englishtown Volunteer Fire Department

Moved by: **SPEVAK**                      Seconded by: **FLANNERY**

Roll Call Vote: **SPEVAK, FLANNERY, WARSHANY, HOGAN**

Ayes: **4**                      Nays:                      Absent: **1**                      Abstain: **KIRKLAND**

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 6 day of MARCH, 2013.

 Joseph A. Spevak, Clerk

3/6/13

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.2 MANALAPAN TOWNSHIP APPOINTING  
THE OLIVER L.E. SODEN AGENCY INSURANCE AGENT  
FOR THE YEAR 2013.**

**WHEREAS;** The Board of Fire Commissioners has determined that it requires the services of an insurance agent for the purpose of providing advise regarding the purchase and placement of insurance including, but not limited to, life insurance, hazard insurance, motor vehicle insurance, general liability insurance and workers compensation insurance; and

**WHEREAS;** Oliver L.E. Soden Agency is a licensed insurance agency which is legally qualified to provide the services required by the Board in compliance with New Jersey law; and

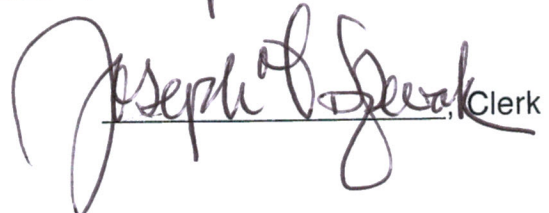
**WHEREAS;** N.J.S.A. 40A:11-5(1) (a) provides, in relevant part, that a contract or agreement for professional services may be made, negotiated and awarded without public bidding if the services to be provided are to be provided by a member of a recognized and licensed profession ; and

**WHEREAS;** adequate monies exist in the current or a previously approved budget of the board to fund the contract awarded hereby.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners Fire District No.2 Manalapan Township that the Oliver L.S. Soden Agency is hereby appointed insurance agent for the Board for the year 2013.

Moved by: **KIRKLAND**                      Seconded by: **FLANNERY**  
Roll Call Vote: **KIRKLAND, FLANNERY, WARSHANK, SPEVAK**  
Ayes **4**                      Nays                      Absent **1**                      Abstain  
**HOGAN**

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners Fire District No.2 Manalapan Township on the 3 day of APRIL, 2013.

  
Clerk





**FIRE PROTECTION AGREEMENT**  
**ENGLISHTOWN FIRE DEPARTMENT**

**WHEREAS;** the Board of Fire Commissioners of Fire District No. 2, Township of Manalapan desires to contract with the Englishtown Fire Department for the provision of first response fire protection services to a portion of Manalapan Township; and

**WHEREAS;** N.J.S.A. 40A:14-26 authorizes the establishment of a contractual relationship between a Fire District and a Volunteer Fire Co. located in a contiguous municipality to insure the provision of first response fire protection services and permits payment therefore.

**NOW, THEREFORE,** in consideration of the mutual covenants and promises set forth herein it is hereby agreed as follows:

**1. Fire Suppression Services:**

The Englishtown Fire Department will provide first response fire suppression services on a 24 hour per day, seven day per week 24 hours per day basis to the hereinafter described area of Manalapan Township. All services rendered by the Englishtown Fire Department will be rendered with the greatest efficiency and care possible and in compliance with all applicable rules, regulations and standards governing fire suppression activities.

In addition to first response services specified above, the Englishtown Fire Department does hereby covenant and agree to provide fire protection in the form of "mutual aid and assistance" to the remaining portion of Fire District No. 2, Township of Manalapan. Said mutual aid and assistance will be provided at no additional cost to the Board of Fire Commissioners of Fire District No. 2, Township of Manalapan. All structural fires in District No. 2 will be dual toned to insure adequate manpower.

**2.** That portion of Manalapan Fire District No. 2 to be serviced on a first response basis by the Englishtown Fire Department is described as follows:

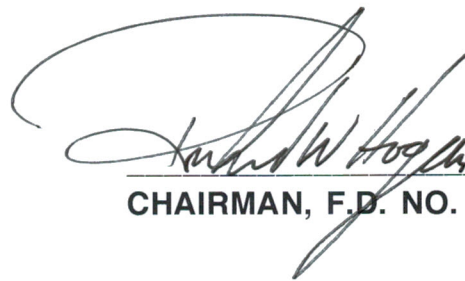
**a.** Beginning at the boundary line between the Borough of Englishtown and

the Township of Manalapan on County Route 522 and proceeding in a southeasterly direction along said road to the intersection of County Route 522 and Taylors Mill Road; thence in a southwesterly direction across Country to the location of the Yorktown Club on County Route 527, and Dye Grove Road; thence proceeding in a westerly direction to the intersection of Iron Ore Road, alternate Route 527, and Dye Grove Road; thence following Dye Grove Road in a westerly direction to the border between Middlesex County and Monmouth County; thence proceeding in a northeasterly direction along said border to Pension Road; thence in a southerly direction along Pension Road to its intersection of Corner Road; thence in a westerly direction along said road to the border of the Borough of Englishtown and the Township of Manalapan; thence in a southerly direction along said border to the starting point of this description at County Route 522.

**3. Term:** This agreement shall remain in full force and effect for a period of **one (1)** years commencing March 1, 2013 to February 28, 2014.

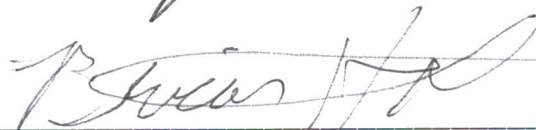
**4. Consideration:** The Board of Fire Commissioners of Fire District No. 2, Township of Manalapan shall pay as consideration for the services to be rendered by the Englishtown Fire Department the sum of **\$37,975.00** for the term of this contract. Payments shall be rendered to the Englishtown Fire Department in two equal installments per year with the first installment being due and payable upon receipt by Manalapan Township Fire District No. 2 of the first payment of tax proceeds from Manalapan Township; the second installment shall be due and payable upon the payment of the third installment of tax receipts by Manalapan Township.

Dated: 4/3/13



CHAIRMAN, F.D. NO. 2, MANALAPAN TWP.

Dated: 4-7-13



PRESIDENT, ENGLISHTOWN FIRE DEPT.