

DECEMBER 30 ,2014

The Workshop meeting was called to order by Chairman Hogan at 7pm & chief 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 posted at least 48 hrs. in advance of this meeting held of the 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 : Marini , Keaney & Belote.

Chairman Hogan asked if all Fire Comm. Had enough time to review minutes from Dec. 3 , 2014 . YES. Mr. Flannery made a motion to accept minutes of Dec. 3rd & 2nd by Mr. Warshany, approved by all.

CHIEF'S REPORT- Keaney

No report at this time

IT OFFICER- Hall

1. Approved Monthly Meeting Minutes were loaded to Website , from June 2014 to Dec. 2014.
2. Problems with TV in Engine Bay that Fire Calls are displayed on ,cuts out from time to time. When Generator power source outside starts up , switches from Land power voltage to generator source. Cuts out power source. Mr. Hall suggested a Battery Backup system to be installed.

INSURANCE- Marini

1. Received New Insurance cards for Vehicles
2. Firefighter physicals completed for 2014.
3. Legal Notice for Workman's Comp. poster to be displayed.

OLD Business- None

New Business

1. Chairman Hogan stated he ordered New 2015 Ford Explorer/ Chief's Vehicle – plus extended Warranty, purchased in 2014.
2. New Utility Building was passed at the Planning Board meeting of Dec. 12, 2014 Twp. of Manalapan. Our Professionals were in attendance at that meeting: Joseph Youssouf, Ron Schneider & John Ploskonka. Chairman Hogan stated all three did a excellent job. When Bid spec's are drawn up deadline dates ,etc. to be added. We receive a draft , before final print.
3. Mr. Kirkland stated he received a E-Mail from Robert Kennedy / DCA. Regarding items required to be provided/ corrected before the scheduled hearing date. & when adopted budget is submitted.
4. Mr. Kirkland made a motion to purchase a Battery backup system for fire call TV Board in Engine Bay & 2nd by Mr. Flannery, approved by all.

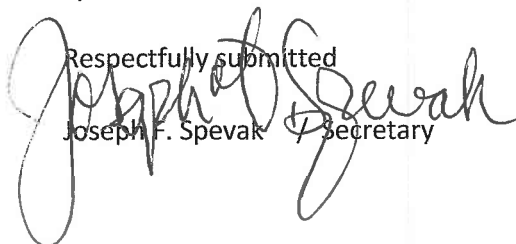
TREASURER'S REPORT- Kirkland

Mr. Flannery made a motion to pay bills in the amount of \$37,301.76 & 2nd by Mr. Warshany, approved by all.

Since there was no further business Mr. Warshany made a motion for adjournment at 7:45pm & 2nd by Mr. Flannery , 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
Worshop Meeting December 30, 2014**

Air & Gas Technologies, Inc.	275.05
Allcom Technologies	587.00
Allied Oil, LLC	1,041.98
American Uniform & Supply	2,066.66
Bailey's Janitorial Services	300.00
Blaze Emergency Equipment, LLC	699.74
Cablevision	84.90
Document Solutions Leasing	132.82
Englishtown Automotive, Inc.	891.00
Englishtown Automotive, Inc.	617.80
Fire & Safety Services, LTD	6,270.36
First Priority Emergency Vehicles	353.50
Gordons Corner Water Co.	2,003.76
Jersey Coast Fire Equipment Co.	606.45
Joseph Youssouf	9,805.00
Millhurst Mills, Inc.	625.00
Verizon Wireless	749.15
Verizon Wireless	166.59
WithumSmith & Brown	10,025.00

Joe Spevak

From: "Rick Hogan" <RHogan@twp.manalapan.nj.us>
Date: Wednesday, December 31, 2014 8:01 AM
To: "Ron Petrics" <RPETRICS@Withum.com>; "joseph youssouf" <jyoussof@aol.com>
Cc: "Timothy Kirkland" <efd121@yahoo.com>; "Joe Spevak" <joes61946@verizon.net>; "Pete Hall - IT Director, Manalapan Twp Fire District 2" <phall@MTFCBoard.com>; "Katherine Larson" <klarson@twp.manalapan.nj.us>
Attach: 201412310738.pdf
Subject: FW: Message from "RNP00267387C919"

Good morning Joe & Ron,

Attached please find an email we received from Mr. Kennedy from DCA concerning our budget submission.

Please coordinate a response letter.

Item 1: regarding our website, Pete has already completed and updated the meeting minutes.

Item 2: concern our psychical fitness program, Tim will provide Ron with the requested information.

Item 3: does not apply

Item 4 thru 6: please address

Thanks

Rick

Phone: (609) 984-1906

FAX: (609) 984-7388

E-Mail: Robert.Kennedy@dca.nj.gov

Division of Local Government Services

Memo

To: Timothy Kirkland
Phone: (732) 462-2473
FAX: (732) 462-2523
E-Mail: Kirkland@MTFCBoard.com

cc: Richard Hogan
Phone: (732) 462-2473
FAX: (732) 462-2523
E-Mail: Board@MTGCBoard.com

From: Robert Kennedy
Date: 12/30/2014

Re: Manalapan Township Fire District No.2 2015 budget
Budget Hearing: 1/7/2015

Following are the budget examination notes for the Manalapan Township Fire District No.2. You may either scan and e-mail or fax the missing/corrected items to the e-mail address/fax number at the upper left corner of this page. If you have any questions, please contact me. Thank you for your prompt attention to these matters.

Items required to be provided/corrected before the scheduled hearing date:

1. Page C-5 Fire Districts' Website Re: the following items the Fire District must bring the website into compliance before the budget can be approved.
 - Are there any rules, regulations & official policy statements deemed relevant by the commissioners to the interests of the residents within the district?
 - Approved Monthly Meeting Minutes must be loaded to website: from 6/2014 forward.
2. Page N-3 # 7) h. Health or social club dues or initiation fees, If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.
3. Page N-3 (2of2) 12) Provide Fully Executed, Current Agreements for Breton Woods & Pinneer Hose Fire Co. 1
4. Page N-4 is incomplete; every column needs to be filled in. If it is N/A, please mark column N/A or "None" and/or put - which represents \$0.
5. Page N-5, Provide corrected Page with the 2 questions on the bottom of the page answered.
6. Page F-5: Provide the Certification and Affidavit of Special Meeting or the Certification of Special Election from the Date of Voter Approval 12/16/2013; and, provide updated page F-5 with applicable information. IE. Date of LFB Approval.

Items required to be provided/corrected when the adopted budget is submitted:

1. Provide Audit Synopsis Proof of Publication.
2. Provide Resolution of Governing Body Approval of the 2013 Audit.