

FEBRUARY 4 , 2015

The regular scheduled meeting was called to order by Chairman Hogan at 8pm & Tom Kirkland 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 the 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, Keaney , Belote,& Sorscher . Marini & Hall were excused.

Chairman Hogan asked if all Fire Comm. Had enough time to review minutes of Jan. 7 ,2015 . YES. Mr. Flannery made a motion to accept minutes as read & 2<sup>nd</sup> by Mr.Warshany, approved by all.

CHIEF'S REPORT-

Sta. 26-2 .....Chief Keaney reported responding to 44 fire calls with 95.50 manhrs.

Upcoming Events: Reported by Chief Keaney

1. Feb. 9 th.... Fire Co mtg. at 8pm
2. Feb. 16<sup>th</sup> .....Fire Academy / Thermal Balance
3. Feb. 23<sup>rd</sup> .....Special Meeting 8pm
4. Mar. 2<sup>nd</sup> & 3<sup>RD</sup> .....Work Detail / Fit Test
5. Mar. 9<sup>TH</sup> .....Fire Co. mtg. at 8pm
6. Mar. 16<sup>th</sup> .....2<sup>nd</sup> floor /hose line advancement
7. Mar. 23<sup>rd</sup> ..... Special meeting

Following items reported by Chief Keaney & his Line Officers

- 1.Asst. Chief Genieczko is at a Drill at Wegman's
2. All other Officers are Working / Everything is good .

Sta. 12-1 ..... Chief Sarti was excused for meeting . At Drill at Wegman's / Manalapan Twp

PRES. of the Fire Co. – Belote

1. We hope everyone enjoyed the 2015 Installation Dinner & thank you for attending.
- 2.Website is being updated by the Vendor , should be done soon.
3. Status on key fob locks on hold , for locks on upstairs offices.
4. We are still planning On renovating the meeting room to “ modernize it , delayed due to inclement weather.
5. (3) new members , (2) with completed paperwork , & (1) in process.

TRUCK REPORT- Sorscher

1. 26-2-67.....Replace w/wiper blades..... In House
2. 26-2-77.....Replace L/Front & R/Rear door glass( labor only – We supplied glass) ..... First Priority
3. 26-2-78.....Reseal both skylights in rear of cab. Ck for foam leak at rear axle area.....Fire & Safety
4. 26-2-80.....Replace 6ft. length of Amkus Hi-Pressure hose.....Continental
5. 26-2-90.....Add one gal. anti-freeze to radiator..... In House
6. 26-2-95.....Started Engine & ran it for 20min..... In House
7. D Con Trailer.....Started up & ran for 20 min..... In House
- 8.Installed snow plows on ATV 1 , 89 & 99

LEGAL- Youssouf

1. Mr. Youssouf ordered Ballots & voting machine.
2. Ballot Question-Shall The Board of Fire Comm. Of Fire Dist. #2 Manalapan Twp. be authorized to expend \$ 1, 410,930.00 in Budget Year 2015 with \$1,250,930.00 the amount to be raised by taxation.
3. For membership on the Board of fire Comm. ( Full 3 yr. term ) Vote for (2) only.  
Timothy Kirkland and Joseph Spevak
4. Notice of Bond Referendum posted in 10 public places within District #2, for the purchase of one New Custom built Heavy Rescue Fire Apparatus. Estimated Cost- \$ 850,000.00  
The 10 Public Places where Bond Notice was posted will be attached
5. Mr. Spevak to pickup keys & paperwork on Friday , Feb.20,2015
6. Bldg. plans for Bid pkg. to be completed by Feb. 11, 2015 . Bidders must contact Mr. Youssouf to pickup " Bid packet " .....Bid opening to be held at Firehouse , 5 Sweetman's Lane , Manalapan Twp.on March 25, 2015.....2 pm.
7. Chairman Hogan requested additional copies of plans of Bldg. , will ask Mr. Ploskonka.

AUDITOR – Petrics

1. Mr. Spevak received 2015 Budget / only approved by DCA
2. Haven't received , Adopted 2015 Budget as of yet.
3. Mr. Petrics was given approved 2015 Budget.

BOOKKEEPER- Larson

Purchase orders will be made up for Treasurer Kirkland to sign once 2015 Budget is approved by voters.

IT OFFICER- Hall

No report available.....Excused

ADMINISTRATOR'S REPORT- Marini

No report available .....Excused0

OLD BUSINESS-

None

NEW BUSINESS

1. Chairman Hogan asked if there was any questions on the Utility Building site plans.
2. Mr. Kirkland discussed the Baltimore Expo in July.
3. Mr. Youssouf received a letter from attorney / Michael Pressman . Mr. Pressman wanted any medical records of Sean Sullivan / member of the Manalapan Twp. Fire Co. #1 , attached is authorization for release of Health info.
4. Mr. Kirkland received a notification from NJ Dept. of Labor & Workforce Development ,sent to wrong address. They stated that we didn't have Workman's Comp. Insurance. Mr. Youssouf suggested to give paperwork to Bob Soden / Oliver Soden Insurance.

Mr. Flannery made a motion to OPEN PUBLIC PORTION at 8:37pm & 2<sup>nd</sup> by Mr. Warshany, approved by all. NO BUSINESS Mr. Flannery made a motion to CLOSE PUBLIC PORTION at 8:39pm & 2<sup>nd</sup> by Mr. Warshany, approved by all.

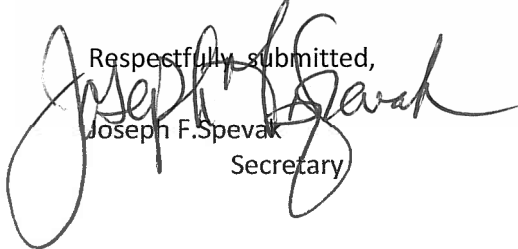
TREASURER'S REPORT- Kirkland

Mr. Flannery made a motion to pay bills in the amount of \$23,082.67 & 2<sup>nd</sup> by Mr. Warshany, approved by all.

GOOD & WELFARE

No Workshop meeting on Feb. 19 ,2015

Since there was no further business Mr. Flannery made a motion for adjournment at 8:45pm & 2<sup>nd</sup> by Mr. Warshany, approved by all.

Respectfully submitted,  
  
Joseph F. Spevak  
Secretary

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

Bill List  
Monthly Meeting February 4, 2015

ADP	8,672.00
Allied Oil, LLC	488.25
Auto King	718.29
Bailey's Janitorial Services	240.00
Barg's Lawn & Garden Shop	35.70
Charles Sacco	67.41
Continental Fire & Safety	250.34
Document Solutions Leasing	132.82
Douglas Frueh	67.41
Edward Dillon	67.41
Generation Consultants, LLC	150.00
International Association of Fire Chiefs	209.00
James Thompson	67.41
John Marini	67.41
Joseph Spevak	67.41
MillhurstMills, Inc.	625.00
Muyong Oh	60.99
Patrick Flannery	67.41
Paul Conway Shields	178.47
Richard Hogan	67.41
Roto-Rooter	1,025.00
Staples Credit Plan	148.71
Stockels Lawn & Landscaping, Inc.	228.83
The Star-Ledger	137.56
Timothy Kirkland	67.41
Verizon	171.32
Verizon Wireless	749.70
WithumSmith & Brown	8,254.00

MEMO TO THE BOARD OF  
FIRE COMMISSIONERS FIRE DISTRICT  
NO.2 MANALAPAN TOWNSHIP

2/4/15

RE: BOND REFERENDUM PROCEDURES

Accompanying this memo is a copy of a **NOTICE OF BOND REFERENDUM**. This notice must be posted in **TEN (10)** public places within the District at least **TEN (10)** days prior to the date of the bond referendum. This same Notice may be published in the official newspaper of the District should the Board wish to do so. Publication is not mandatory. The last date for posting the notice is **FEBRUARY 11, 2015**. Please keep a record of the locations where each of the notices were posted and the identity of the person or persons posting the notices.

I have sent a letter to the Monmouth County Superintendent of Elections and the Voting Machine warehouse requesting delivery of one (1) voting machine to the Manalapan Township Vol. F. Co. No.1 firehouse and have ordered the civilian and military absentee ballots from the same local printer we have used in the past. The Resolution which accompanies this memo will be printed in its entirety on the ballot together with the referendum question.

Respectfully submitted,

Joseph D. Youssouf

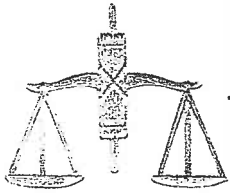
Please Do Not Remove until

after February 22, 2015

10 LOCATIONS

FEB. 6, 2015

1. FIRST BLDG 7 SANFORD ST.  
AID
2. KUSCHICK PAVILION FREEHOLD RD.
3. SENIOR CENTER FREEHOLD RD.
4. MONMOUTH BATTLEFIELD PARK Rt. 33
5. COMMUNITY CENTER 114 Rt. 33
6. M+FC. 5 SWEETMAN'S LANE
7. KNOB HILL C.C. BULLETIN BOARD  
2 SHINNECOCK DR.
8. ENGLISHTOWN AUCTION WILSON AVE.
9. WMVA PENSION RD.
10. MEADOW CREEK CLUB HOUSE  
VILLAGE DRIVE



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

February 3, 2015

Roy Press Printers  
3415 Sunset Avenue  
Ocean, New Jersey  
07712

VIA FAX 732-922-6860

**Re: Annual Election Fire District  
No.2 Manalapan Township**

Gentlemen:

Please prepare one ballot strip for a Monmouth County voting machine, fifty (50) absentee voter ballots and two hundred (200) voting authorities for the above identified fire district election. The budget and election questions which must be printed on the ballot are as follows:

**SHALL THE BOARD OF FIRE COMMISSIONERS OF FIRE  
DISTRICT NO.2 MANALAPAN TOWNSHIP BE AUTHORIZED  
TO EXPEND \$1,41,930.00 IN BUDGET YEAR 2015 WITH  
\$1,250,930.00 THE AMOUNT TO BE RAISED BY TAXATION?**

**For membership on the Board of Fire Commissioners,  
Full Three Year Term: (Vote For TWO (2) Only)**

**TIMOTHY KIRKLAND**

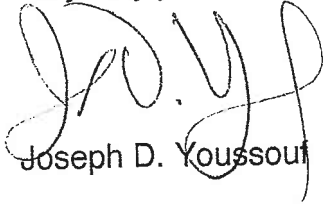
**JOSEPH SPEVAK**

In addition to the budget and commissioner's election questions specified above, the Board is holding a Bond Referendum. The Bond Resolution attached hereto must be printed in full on the ballots you are preparing. The polling station and the Board's Clerk remain the same as last year and must be printed at the top of the ballots.

Please forward the ballot proofs to the undersigned by FAX or e-mail to [jyousouf@aol.com](mailto:jyousouf@aol.com) for proofreading. After approval, kindly deliver the ballots, the absentee ballots and the voting authorities to the Monmouth County Board of Elections Offices at 300 Halls Mills Road Freehold Township, New Jersey.

Enclosed for your use is a Fire District voucher which you should complete and send directly to the Board for payment. Should you have any questions or require any additional information regarding this matter, please feel free to contact the undersigned at your convenience.

Very truly yours,



Joseph D. Youssouf

cc: Brd. F. Comm.

1/7/15

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.2 MANALAPAN TOWNSHIP AUTHORIZING  
A BOND REFERENDUM FOR THE PURCHASE OF ONE NEW  
CUSTOM BUILT HEAVY RESCUE FIRE APPARATUS**

**WHEREAS;** A primary responsibility of the Board of Fire Commissioners of Fire District No.2 Manalapan Township is to provide fire protection services to all persons and property situate within the Township while managing the financial affairs of the fire district so as to insure that said services are rendered in a cost effective and efficient manner; and

**WHEREAS;** In order to meet the ever increasing demand for fire protection and fire suppression services within Manalapan Township, the Board of Fire Commissioners must periodically purchase new fire apparatus to replace apparatus that has reached the end of its serviceable life; and

**WHEREAS;** The Board of Fire Commissioners, in consultation with the Chief and Executive Officers of Manalapan Township Volunteer Fire Company No.1, completed an in-depth review and assessment of all firefighting apparatus and have determined that it is necessary to acquire one (1) new Heavy Rescue fire engine; and

**WHEREAS;** N.J.S.A. 40A:14-85 authorizes boards of fire commissioners to issue bonds or notes of the district to fund the purchase of fire engines and apparatus to be used for the extinguishment of fires; and

**WHEREAS;** Said statute further provides that before a resolution authorizing the purchase of fire apparatus and the issuance of bonds or notes to finance the acquisition thereof can become operative, it must be submitted to, and approved by, the district's voters at referendum; and

**WHEREAS;** A resolution seeking voter approval of a proposed capital acquisition may be submitted to the voters at either the annual fire commissioner's election held each February or at a special referendum; and

**WHEREAS;** The estimated cost of one (1) new custom built Heavy Rescue fire engine fully equipped with state of the art appliances is **EIGHT HUNDRED FIFTY THOUSAND DOLLARS (\$850,000.00)**; and

**WHEREAS;** It is the considered opinion of the Board of Fire Commissioners that



the purchase of the above described emergency apparatus is necessary, desirable and in the public interest.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that bonds or notes of the fire district, in an amount not to exceed **Eight Hundred Fifty Thousand Dollars (\$850,000.00)** be issued for the purpose of funding the purchase of one new custom built Heavy Rescue emergency vehicle.

**BE IT FURTHER RESOLVED** that this Resolution shall be inoperative unless and until it has been submitted to, and approved by, the legal voters of Fire District No.2 Manalapan Township at the annual budget referendum and election of Commissioners which is scheduled to be held February 21, 2015.

**BE IT FURTHER RESOLVED** that at said referendum the following question shall be submitted to the legal voters:

#### **BALLOT QUESTION**

**SHALL THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO.2 MANALAPAN TOWNSHIP BE AUTHORIZED TO PURCHASE ONE (1) NEW CUSTOM BUILT HEAVY RESCUE FIRE ENGINE AT A TOTAL COST NOT TO EXCEED EIGHT HUNDRED FIFTY THOUSAND DOLLARS (\$850,000.00) AND TO ISSUE BONDS OR NOTES OF THE DISTRICT TO PAY THE COST THEREOF?**

**YES**

**NO**

#### **BALLOT EXPLANATION**

**The Board of Fire Commissioners is seeking voter approval of the proposed purchase of one new custom built heavy rescue fire apparatus. The Board intends to pay for this apparatus by issuing bonds or notes of the Fire District in an amount not to exceed Eight Hundred Fifty Thousand Dollars.**

A **YES** vote will authorize the Board to purchase one (1) new custom built heavy rescue fire engine and to pay for it by issuing bonds or notes of the district.

A **NO** vote will prohibit the Board from making the purchase.

**Moved by:** Comm. Kirkland

**Seconded by:** Comm. Flannery

Roll Call Vote:

Ayes: -5-

Nays: -0-

Absent: -0-

Abstain: -0-

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners Fire District No.2 Manalapan Township on January 7, 2015.

Joseph Spevak, Clerk

COMMISSIONER OF REGISTRATION/SUPERINTENDENT OF ELECTIONS

Telephone (732) 431-7780 ext. 7786

Fax (732) 431-7870

VOTER REGISTRATION REQUEST

REPORTS: ALPHA VOTER LIST

We cannot guarantee a valid mailing address on all voters selected. Pursuant to R.S.19:31-15 N.J.S.A., inactive voters cannot be deleted from the voter roles until they have not voted in two (2) consecutive Federal General Elections. Pursuant to R.S. 19:31-18.1C, the data contained in the voter list may not be used for commercial/charitable solicitation of voters. Payment in full must be made by check payable to "Monmouth County Treasurer" at the time of this request. The following as checked by me:

DATE 2/3/15 NAME Joseph D. Yousoff, Esq. PHONE (732) 972-3010

ORGANIZATION MAKING REQUEST MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

TITLE Board Attorney SIGNATURE J. D. Yousoff

Reports: Alpha Voter List  
Generate for Ward Districts  
No Page Break  
Include all Parties  
Include Date of Birth  
Voter Status to include: All but Deleted, Incomplete, and Rejected

Sort Order:  MWD-Totals by Municipality

1 Copy

2015 ANNUAL FIRE ELECTION

**MANALAPAN TOWNSHIP**

**DISTRICTS · 1, 2, 13, 18, 19, 21, 22, 23, 25, 27**

**\$15.00**

**KINDLY RETURN THIS FORM IMMEDIATELY**

DATE RECEIVED \_\_\_\_\_

BY THE SUPERINTENDENT OF ELECTIONS

CHECK NUMBER \_\_\_\_\_

DATE \_\_\_\_\_

PREPARED BY Susan McRae

AMOUNT RECEIVED \_\_\_\_\_

AUTHORIZED BY \_\_\_\_\_

DATE RECEIVED \_\_\_\_\_

BY INFORMATION SERVICES (DATA PROCESSING)

DATE NOTIFIED \_\_\_\_\_

DATE COMPLETED \_\_\_\_\_

DATE PICKED UP \_\_\_\_\_

PICKED UP BY \_\_\_\_\_

Information Sheet  
Annual Fire District Election  
Saturday, February 21, 2015

Fire District: MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

Contact person and phone number for election night Mail-in Ballot results:

Richard W. Hogan (732) 803-6171

Are you requesting voting machines?  YES or NO If yes, please complete all information below.

How many voting machines needed: One (1)

Exact address of voting machine delivery: Manalapan Twp. Volunteer  
Fire Co. Firehouse Sweetmans Lane Manalapan

Contact person and phone number for voting machine delivery:

Richard W. Hogan (732) 803-6171



MONMOUTH COUNTY

OPEN PUBLIC RECORDS ACT REQUEST FORM

Hall of Records, One East Main Street, Freehold, NJ 07728
Records Custodian: Marion Masnick, Clerk of the Board
to the Monmouth County Board of Chosen Freeholders

Telephone 732-431-7387
Fax 732-431-6519

Important Notice

The last page of this form contains important information related to your rights concerning government records. Please read it carefully.

Requestor Information - Please Print

First Name Joseph MI D. Last Name YOUSSEVF
E-mail Address JYOUSSEVF@201.com
Mailing Address P.O. Box 809
City Manalapan State N.J. Zip 07726
Telephone (732) 972-3010 FAX (732) 972-1521
Preferred Delivery: Pick Up [checked] US Mail [ ] On-Site Inspect [ ] Fax [ ] E-mail [ ]
Signature [ ] Date 2/3/15

Payment Information

Maximum Authorization Cost \$
Select Payment Method
[ ] Cash [ ] Check [ ] Money Order
Fees: Letter size pages - \$0.05 per page
Legal size pages - \$0.07 per page
CD & DVD - \$1.00 per disc
Other materials - actual cost of material
Delivery: Delivery / postage fees additional depending upon delivery type.
Extras: Special service charge dependent upon request.

Record Request Information: Please be as specific as possible in describing the records being requested. Also, please note that your preferred method of delivery will only be accommodated if the custodian has the technological means and the integrity of the records will not be jeopardized by such method of delivery.

Voter registry list for 2015 Annual Fire District Election
Manalapan Township Fire District No. 2
Available for pickup Friday, February 20, 2015

AGENCY USE ONLY
Est. Document Cost
Est. Delivery Cost
Est. Extras Cost
Total Est. Cost
Deposit Amount
Estimated Balance
Deposit Date

AGENCY USE ONLY
Disposition Notes
Custodian: If any part of request cannot be delivered in seven business days, detail reasons here.
In Progress - Open
Denied - Closed
Filled - Closed
Partial - Closed

AGENCY USE ONLY
Tracking Information
Final Cost
Tracking #
Rec'd Date
Ready Date
Total Pages
Total
Deposit
Balance Due
Balance Paid
Records Provided
Custodian Signature
Date