

JULY 1 , 2020

The regular scheduled meeting for July 1 , 2020 will be a Virtual Meeting / DCA Compliance . Setup by Peter Hall (IT Officer)

The regular scheduled meeting was called to order by Chairman Hogan at 8pm & Chief Sarti 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 48 hrs. in advance of this meeting held by posting in official newspaper of this District.

Mr. Spevak was asked to take Roll Call- Primiano , Flannery , Kirkland , Hogan & Spevak were present. Sign in sheet on table for attendance. Others in attendance were: Marini, Larson , Youssouf , Petrics , Tom Kirkland , Keaney , Hall Frueh , Sorscher, Sarti, & Hagenberg . Secretary Spevak printed all names of people in attendance of our meeting .

Secretary Spevak emailed minutes of June 3rd , a few days before scheduled meeting . So that all people in attendance of this meeting could review..

Chairman Hogan asked all Fire Comm. Are there any questions regarding Minutes of June 3rd. NO. Mr. Kirkland made a motion to accept minutes as read & 2nd by Mr. Primiano, approved by all.

CHIEF'S REPORT-

Sta. 26-2Chief Keaney reported responding to 35 fire calls w/50.27 manhrs

Upcoming Events ; Reported by Chief Keaney

1. July 6thNJNG classroom work at Sta. 12-1
2. July 13thFire Co. mtg. at 8pm
3. July 20thHose lines
4. July 27h.....Drill at NJNG

Following items reported by Chief Keaney & his Line Officers

- 1.Chief Keaney would like to purchase 2 full sets of gear for Lt. Epstein & FF Geyer.
2. Chief Keaney would like to have the Annual Hydro testing done on Our air packs for \$ 1,598.00 under State Contract .
3. Chief Keaney would like to have the air bottles Hydro tested. They Are due for their 5 year tesing \$2,016 .00 .

4. Chief Keaney would like to purchase the (3) Trunking Radio's for 26-2-78, 26-2-90, & 26-2-66 .Motorola "APX " 6500 Mobile Radio / 5 year Warranty .The total cost would be \$14,984.25
5. Chief Keaney stated that Capt. Maresma jr. will be leaving the Fire Co. as of July 5, 2020. He was hired as a Paid Firefighter in South Carolina. Michael Auletta will be Capt. , David Epstein will be 1st Lieut & Timothy Leitstein 2nd Lieut.
6. Mrs. Flannery asked Chief Keaney , the banner in front of the Firehouse still hasn't been paid for yet , cost was \$500.00. Keaney Will check with Fire Co. Treasurer , regarding payment.
7. Chief Keaney reported the following : Turnout gear that's in stock. 9 jackets , which 2 are over 10 yrs. Old , 15 pairs of bunker pants With 3 pairs are over 10 yrs. Old . We have 8 pairs of boots & 4 Black helmets . Capt. Maresma's gear is in good shape but doesn't fit Epstein or Geyer. Since Keaney didn't need to order a lot of gear This year. He would get Geyer new gear so he would be all setup. (Pants & Jacket). As for Epstein gear, his jacket zipper & Velcro need To be fixed or replaced. Need to purchase (1) Red Helmet & (1) Frontal for helmet @ \$375.00
8. Chief Keaney would like to purchase (6) Motorola "APX " 4000 Portables & chargers / 5 year warranty. Total cost \$ 22,629.00

Chairman Hogan stated that we're still in Covid 19 pandemic . Shouldn't have that much group Training. Chief Kirkland advised NJNG is working with the Fire Depts. Regarding training since we're dealing with this situation.

Chairman Hogan asked Chief Kirkland to give us a update , regarding the Opticom update with new equipment & different options.

Chief Kirkland introduced Jim Pinelli to discuss Opticom. Monmouth County has some forms still waiting to be signed. Delay with papers not moving forward at DOT . Pinelli spoke about installing equipment in the Fire trucks. Also , installation at the Traffic lights & personal for Traffic control.

Chairman Hogan stated the Board of Fire Comm. Doesn't want any type of startup at this time. Hogan stated we want a complete package amount pricing. Chairman Hogan thanked Mr. Pinelli for coming out and discussing Opticom , variations. Possible Lease or Complete Purchase . Give us a Turn Key Operation.

Chairman Hogan thanked Chief Kirkland for the presentation from Mr. Pinelli

Sta. 12-1...A/C Hagenberg reported responding to 16 fire calls in 26-2 area & 2 fire calls in PRA .

Sta. 12-1 resumed normal operations – training & meetings , Following social distancing policies. Sta. 12-1 will be hosting a Training Course in the upcoming month NJNG Lecture in July.

TRUCK REPORT- Sorscher

| | | |
|---|----------------|-------|
| 1. 26-2-67.....Annual chassis Service , top off all fluids, | Eng. Auto | |
| New Front & rear brake pads /rotors | “ | “ |
| 2. 26-2-78.... Monthly Regen system | In | House |
| 3. 26-2-82....Replace L/Front mudflap..... | “ | “ |
| 4. 26-2-86....Install New R/Rear Amber marker lite & Housing..... | “ | “ |
| 5. 26-2-96....Annual Chassis Service & pump Service | Fire Apparatus | |
| Replaced Officer Side 6“ Screen | “ | “ |
| Repaired wiring to Backup Alarm | “ | “ |
| Lubed asll dump linkage & tighten all hardware..... | “ | “ |
| Vacumm tested pump.....LO Min. – passed..... | “ | “ |
| 6. 26-2-93....Annual Chassis Service & pump Service..... | “ | “ |
| New air filter, New Front axle sway bar links & brgs..... | “ | “ |
| Replaced (2) Existing step lites W/ LED Lites | “ | “ |

ALL Vehicles are in Service At This Time..

PRESIDENT of the Fire Co.- Frueh

No Business at this time

INSURANCE – Soden / Marini

1. Deleted & Add on Fireman to Insurance
2. JIF Representative Josh Saunders (973-934-2335) stated Documentation should be completed at the time, if Firefighters are affected with the foam. Doesn't need to go in firefighters files.

ADMINISTRATOR'S REPORT- Marini

1. LoSap (2019 list) Delete & add on Firemen
2. Phones / VerizonNew Phone for 26-2-67

Overcharges bill , still not taken care of yet

3. Fuel tank & 6x6 Cleanupgetting price quotes
4. Advantage Fire & Security (May 29, 2020) System check completed
5. Boiler Inspection was completed by the State of NJ , at the end of June . Boiler passed in Inspection , Trustee Genieczko scheduled the inspection Date.

AUDITOR - Petrics

Audit still in progress.....Bidding Threshold \$ 17,500.00

BOOKKEEPER- Larson

1. Local Finance Notice LFN 2020-14 June 24 , 2020
2. Adjustment of Public Bidding Thresholds & Office of State Comptroller Reporting Thresholds Effective July 1 , 2020.
3. The bid threshold for units without a QPA remains at \$17,500.00 & the Quotation Threshold remains at \$2,625.00.
4. The Fire District received the 2nd quarter 2020 tax payment from the Township in the amount of \$328,239.45.
5. A review of the budget accounts shows everything revenues & expenditures are ok through the first half of 2020.

LEGAL- Youssof

1. Discussion regarding Opticom
2. Mr. Youssof stated that any monies given to a Firefighters account while they are active . Then decide to leave the Fire Co. , those monies don't need a Resolution , to be removed from LoSap accounts back to Fire District Funds.

IT OFFICER- Hall

1. Verizon /Fire Comm. Phone , we're not on account ...INVALID. Mr. Hall will checkout.
2. No issue with Internet
3. There was a issue with tablet/ Okay now

Mr. Kirkland made a motion to OPEN PUBLIC PORTION at 8:40pm & 2nd by Mrs. Flannery , approved by all. NO BUSINESS Mr. Kirkland made a motion to CLOSE PUBLIC PORTION at 8:42pm & 2nd by Mrs. Flannery, approved by all.

OLD BUSINESS-

1. Arizona Expo / I Chief's was cancelled due to Covid 19
2. Firehouse Expo still on yet in Oct . 2020

NEW BUSINESS-

1. Purchase of (3) Trunk Radio's for Truck's 78, 90 & 66 , costing \$ 14,984.25
(6) Portables with chargers..... " 22,984.25

Motion made by Mr. Kirkland to purchase Radio's in the amount of \$ 36,968.50 & 2nd by Mrs. Flannery, approved by all. State Contract # 83909

2. Purchase the Following: Turnout gear for Epstein & Geyer-
Bunker pants , jacket , harness & boots costing \$ 6,693.84
Officers Helmet (Red) W/ Frontal for Tim Leitstein " 371.15

Mrs. Flannery made a motion to purchase gear in the amount of \$ 7,064.99 & 2nd by Mr. Primiano, approved by all.

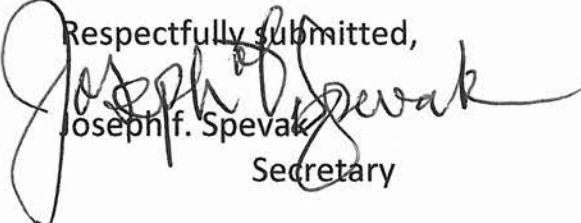
TREASURER'S REPORT- Kirkland

Mrs. Flannery made a motion to pay bills in the amount of \$ 110,543.00 & 2nd by Mr. Primiano, approved by all.

GOOD & WELFARE –

Chairman Hogan asked for a Moment of Silence for deceased Retired Fireman Louis Tovey. Mr. Marini spoke about Lou Tovey , he was a 59 year member of our Fire Co.#1. Lou held the following positions over the years : Chief , President , Training Officer & Safety Officer. Was a great guy & would do anything for anyone
REST in PEACE Lou Tovey

Since there is no further business Mr. Primiano made a motion for adjournment at 9:25pm & 2nd by Mrs. Flannery, approved by all.

Respectfully submitted,

Joseph f. Spevak
Secretary

BOARD OF FIRE COMMISSIONERS
MANALAPAN TOWNSHIP FIRE DISTRICT #2

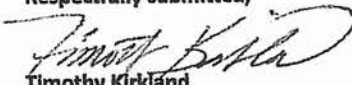
P.O. BOX 54
Tennent, NJ 07763

Bill List July 1, 2020

| | |
|-----------------------------------|-----------|
| ADP | 12,407.01 |
| American Cloud Services | 275.00 |
| Backdraft Opco, LLC | 1,931.60 |
| Document Solutions Leasing | 119.20 |
| Englishtown Automotive, Inc. | 818.78 |
| Englishtown Fire Department | 11,540.00 |
| Fire Apparatus Repair, Inc. | 2,386.69 |
| FireCompanies.com | 209.97 |
| Gordons Corner Water Co. | 2,079.06 |
| J. Swanton Fuel Oil Co. | 634.46 |
| Johnson's Restaurant Equipment | 3,995.00 |
| Manalapan Fire Company #1 | 34,657.25 |
| NetLink Web Services, LLC | 349.00 |
| Peter Maresma Jr. | 1,790.00 |
| Staples Credit Plan | 50.91 |
| Stockels Lawn & Landscaping, Inc. | 714.00 |
| US Bank | 14,500.00 |
| Valic | 20,904.00 |
| Verizon Wireless | 1,181.07 |

\$ 110,543.00

Respectfully submitted,


Timothy Kirkland
Treasurer

LFN 2020-14

June 24, 2020

Local Finance Notice

Philip D. Murphy
Governor

Lt. Governor Sheila Y. Oliver
Commissioner

Melanie R. Walter
Director

Contact Information

Director's Office

V. 609.292.6613

F. 609.633.6243

Local Assistance Bureau

V. 609.292.6858

F. 609.633.6243

Financial Regulation and Assistance

V. 609.292.4806

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Local Finance Board

V. 609.292.0479

F. 609.633.6243

Administrative Services Unit

V. 609.292.6126

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www.nj.gov/dca/divisions/dlgs

E-mail: dlgs@dca.nj.gov

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Fire District Officials

Auditors

Adjustment of Public Bidding Thresholds and Office of State Comptroller Reporting Thresholds Effective July 1, 2020

Pursuant to N.J.S.A. 40A:11-3(c) and 18A:18A-3(b), the State Treasurer has exercised her authority to adjust bid thresholds for contracting units subject to the Local Public Contracts Law and the Public School Contracts Law. These adjustments become effective on July 1, 2020.

For contracting units that have appointed a Qualified Purchasing Agent pursuant to N.J.S.A. 40A:11-9(b), and avail themselves of the related higher bid threshold pursuant to N.J.S.A. 40A:11-3 and 18A:18A-3, the maximum bid threshold has been increased from \$40,000 to \$44,000.

If a contracting unit governed by the Local Public Contracts Law (N.J.S.A. 40:11-1 et seq.) does not have a Qualified Purchasing Agent, the maximum bid threshold remains \$17,500. The maximum bid threshold for those contracting units subject to the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) that do not have a Qualified Purchasing Agent has been increased from \$29,000 to \$32,000.

Contracting units should, as appropriate, review their procurement policies and enabling resolutions or ordinances to determine what action, if any, is needed to take advantage of the higher bid and quotation thresholds. For example, where the contracting unit has set fixed amounts, including if resolutions appointing a qualified purchasing agent used fixed threshold amounts, the governing body may take action to adjust the bid and quotation threshold amounts. Contracting units may elect to set their bid thresholds at a lower amount.

Contracts exceeding the new threshold are subject to the appropriate requirements of the Local Public Contracts Law and the Public School Contracts Law. As a result of the change in bid threshold, the threshold for the informal receipt of quotations, which is 15% of the bid threshold in accordance with 40A:11-6.1(a) and 18A:18A-37(a) also changes. The following table summarizes the information provided above:

| | Bid Threshold | Quotation Threshold |
|-----------------------------|---------------|---------------------|
| LPCL Units without QPAs | \$17,500 | \$2,625 |
| PSCL Units without QPAs | \$32,000 | \$4,800 |
| LPCL & PSCL Units with QPAs | \$44,000 | \$6,600 |

Please note that the political contribution, "pay to play," threshold remains at \$17,500. All procurement over \$17,500 and less than the contracting unit's new, higher bid threshold (window contracts) are subject to those laws.

One exception to the above-referenced bid threshold amounts involves road contracts subject to N.J.S.A. 27:2-1. This law requires that ". . . when the cost of constructing, reconstructing, or resurfacing any State, county or municipal road, street or highway, or portion thereof, will exceed [the bid threshold]," the odd-year bid threshold adjustment formula that was in effect prior to P.L. 1999, c. 440 for all contracting units still applies. Under this formula the applicable bid threshold for these road projects is currently \$19,600.

In addition, the current bid threshold for public school student transportation contracts as calculated pursuant to N.J.S.A. 18A:39-3 is also \$19,600.

Adjustment of Reporting Thresholds to the Office of the State Comptroller

Pursuant to N.J.S.A 52:15C-10(d), the Office of the State Comptroller, after consultation with the Department of the Treasury, has exercised its statutory authority to adjust the threshold amounts set forth in N.J.S.A 52:15C-10 (a) and (b).

Accordingly, as of July 1, 2020, all "contracting units" as defined pursuant to N.J.S.A 52:15C-10(a), which includes local contracting units subject to the Local Public Contracts Law and Public School Contracts Law, shall notify the Office of the State Comptroller of contracts that meet or exceed the below thresholds as follows:

- 1) For contracts involving consideration or an expenditure of more than \$2,500,000 but less than \$12,500,000, no later than 20 business days after the contract award;
- 2) For contracts involving consideration or an expenditure of \$12,500,000 or more, not less than 30 days prior to public advertisement or other public or private solicitation; and
- 3) For contracts issued pursuant to an emergency or public exigency involving consideration or an expenditure of more than \$2,500,000, no later than 30 business days after the award of a contract.

Beginning July 1, 2020, new submission forms will be available on the OSC website at <https://www.nj.gov/comptroller/divisions/procurement/>.

An updated table of all current threshold amounts is attached to this notice.

Recipients are asked to distribute copies of this Notice to personnel who do with purchasing issues, including the Chief Administrative Officer, Chief Financial Officer, and Purchasing Agent, and other staff members who deal with purchasing issues.

If you have any questions regarding bid thresholds, you may contact DLGS staff at (609) 292-7842 or by email at LPCL@dca.nj.gov.

For questions regarding the OSC reporting thresholds, you may email contracts@osc.nj.gov.

Approved: Melanie R. Walter, Director