

DECEMBER 1 ,2021

The regular scheduled meeting was called to order by Chairman Hogan at 8pm & Mr. Soden 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- Primiano , Flannery , Kirkland , Hogan & Spevak were present. Sign in sheet was on table for attendance. Others in attendance were : Youssouf , Petrics , Larson , Sorscher, Di Girolamo, Marini, Keaneey, Sarti, Frueh , Toia, & Bisogna .

Chairman Hogan asked if anyone questions on minutes of Nov. 3 ,2021 or Nov. 30,2021. **YES** . Mr. Kirkland stated in 11/3/21 minutes, under Chief's Equipment #4 flashlights is the wrong cost , needs to be changed to \$553.40 . Everything else is **OK**. Mrs. Flannery made a motion to accept minutes of 11/3/21 (with changes to be made) & 2nd by Mr. Kirkland ,approved by all. Mrs. Flannery made a motion accept minutes as read of Nov. 30.2021 & 2nd by Mr. Kirkland , approved by all.

Chairman Hogan stated we're going out of order so that the Budget for 2022 can be presented now.

AUDITOR- Petrics

Mr. Petrics read the Proposed Budget for 2022 . Chairman Hogan asked if there are any questions regarding the Proposed Budget . **NONE**. Mr. Youssouf stated we a motion to accept & seconded. Mr. Kirkland made a motion to accept Proposed Budget for 2022 as read & 2nd by Mr. Spevak. Roll Call Vote- Kirkland , Spevak , Flannery, Primiano, & Hogan voted **YES**.

BOOKKEEPER-Larson

Ms. Larson gave her Report , worked with Mr. Petrics on the Proposed Budget for 2022 , so that it was completed for tonight's meeting.

CHIEF'S REPORT-

Sta. 26-2Chief Keaneey reported responding to 34 calls w/45.51 manhrs.

Training & Drills

- 1. Dec. 20thSCBA Maze
- 2. Dec. 27thStokes Basket Training
- 3. Jan. 3rdWork Detail

Chief Keaney will continue Drivers Training with Michael Krause o 26-2-82.

Sta. 12-1 August 2021

26-2 area 10 calls w/ 22.21 staff hrs.
 PRA area..... 7 " w/ 9.3 " "

September 2021

26-2 area..... 12 calls w/17.2 staff hrs.
 PRA area..... .5 " w/ 7.9 " "

October 2021

26-2 area..... .15 calls w/22.35 staff hrs.
 PRA area..... 4 " w/ 4.38 " "

November 2021

26-2 area..... 8 calls w/ 11.52 staff hrs.
 PRA area..... 6 " w/ 8.3 " "

ALL ABOVE CALLS REPORTED BY Chief Sarti

TRUCK REPORT- Sorscher

- 1. 26-2-66Repair leaking exhaust system.....Meineke
- 2. 26-2-78.....repair R/frt. Scene light (No Charge).....Fire Apparatus
 Repair 5" LDH. With New ball valve kit..... " " "
- 3. 26-2-82.....Repair coffin box on roof w/ 2 new structs..... In House
- 4. 26-2-99.....Recharge battery " "
- 5. 26-2-96..... Going to Hunter PeterBilt on Dec. 6th for Brake Repair
- 6. 66 & 67 both need door panels to be ordered from FORD.

Repair 110v cord for Battery Charger & reset circuit breaker for lights in old Barn

All Vehicles are in Service at this Time .

PRES. of the Fire Co . -Frueh

- 1.No report to be given at this time

IT OFFICER-Hall

1. WE have had zero problems of the internet dropping since last reported on November 3 , 2021.
2. Fuel Tank monitoring
The manufacturer was contacted for guidance as the fuel tanks are designed as a 2-tank combination and it is unclear which device would be needed.
3. Conference system equipment
Mounting equipment was ordered & will proceed with install of the system.

INSURANCE- Soden /Marini

Mr. Soden had given Mr. Petrics the estimated list for Insurance for 2022

First Responder JIF package	\$ 102,000.00
VFIS Accident & Sickness	\$ 6,373.00
Group Term Life	<u>\$ 14,131.05</u>
Total Amount	\$ 122,504.05

ADMINISTRATOR'S REPORT- Marini

1. New Verizon Rep. is Stuart Gerayer
2. Need to get pricing for the following items :
 - a. Ice breakers on the rear building
 - b. Raising of overhead doors on both buildings
 - c. Ceiling leak in training room upstairs.

LEGAL- Youssouf

1. Fire Comm Election to be held on Feb. 19,2022. Mr. Youssouf asked who is up for Election . Mr. Spevak stated : Carolyn Flannery & Richard Primiano , I have the petition forms that need to be filled out .
2. Resolution – Fixing Commissioners Compensation for the Year 2022. For the Year 2022 the compensation to be paid each commissioner shall be \$ 11,304.00 . Board of Fire Commissioners of Fire District #2 Manalapan Twp. that a certified true copy of this Resolution be forwarded to the Governing body of Manalapan Twp. by the Clerk of the Board & then included in the annual budget proposed for the year 2022. Motion made by Mr. Kirkland to accept & 2nd by Mr. Flannery. Roll Call Vote- Kirkland , Flannery , Primiano, Hogan & Spevak voted **YES**.

3. Budget sent to DCA.

OLD BUSINESS- NONE

NEW BUSINESS –

1. Renewal Emergency Generator Service Contract from Jan. 1,2022 to Dec. 31,2022. Cost of \$ 510.00 . Motion made by Mr. Kirkland to accept & 2nd by Mr. Primiano , approved by all.

Mr. Primiano made a motion to OPEN PUBLIC PORTION at 8:37 pm & 2nd by Mrs. Flannery , approved by all.

Mr. DiGirolamo stated he would work with Mr. Hall , to hang equipment for Conference Center. Chairman Hogan stated that was good of you to help out . Mr. Marini will work with you & Mr. Hall on this project.

Mr. Primiano made a motion to CLOSE PUBLIC PORTION at 8:39 pm & 2nd by Mrs. Flannery , approved by all.

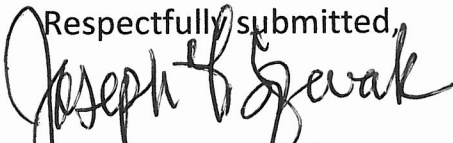
TREASURER'S REPORT- Kirkland

Mr. Primiano made a motion to pay bills in the amount of \$ 23,121.14 & 2ND by Mrs. Flannery , approved by all.

GOOD & WELFARE-

1. Workshop meeting (to pay bills) on Wednesday , December 29,2021 at 7pm.
2. Next meeting will be Wednesday January 5 ,2021

Since there was no further business Mr. Primiano made a motion for adjournment at 8:44pm & 2nd by Mrs. Flannery, approved by all.

Respectfully submitted,

Joseph F. Spevak / Secretary

12/01/21

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO.2 MANALAPAN TOWNSHIP FIXING COMMISSIONERS COMPENSATION FOR THE YEAR 2022

WHEREAS; N.J.S.A. 40A:14-88 provides that the board shall fix the amount of compensation each commissioner shall receive subject to review by the governing body wherein the fire district is located; and

WHEREAS; The board has carefully reviewed the compensation of each fire commissioner and has determined that for the year 2022 the compensation to be paid each commissioner shall be eleven thousand three hundred four dollars (\$11,304.00).

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that a certified true copy of this Resolution be forwarded to the Governing body of Manalapan Township by the Clerk of the Board and then included in the annual budget proposed for the year 2022.

Moved: KirKland

Seconded by: Flannery

Roll Call Vote:

Ayes: -5-

Nays: -0-

Absent: -0-

Abstain: -0-

KIRKLAND, FLANNERY, PRIMIANO, HOGAN, SPEVAK

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners

Fire District No.2 Manalapan Township on the 1st. day of December 2021.

Joseph Spevak, Clerk

**BOARD OF FIRE COMMISSIONERS
MANALAPAN TOWNSHIP FIRE DISTRICT #2**

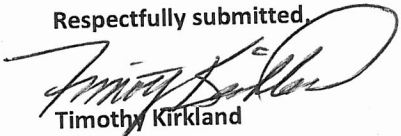
**P.O. BOX 54
Tennent, NJ 07763**

December 1, 2021 Bill List

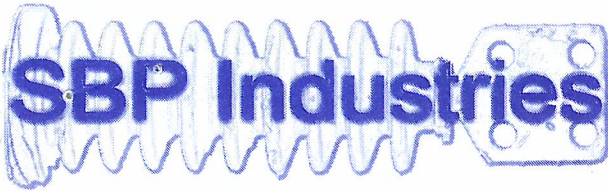
ADP	13,195.30
Advantage Fire & Security, Inc.	342.00
American Cloud Services	275.00
Charles Sacco	134.34
Continental Fire & Safety	1,033.40
Document Solutions Leasing	122.79
Fire Apparatus Repair, Inc.	601.25
GMIS International	100.00
Gordons Corner Water Co.	2,079.06
Jersey Coast Fire Equipment	677.15
Joseph Spevak	67.17
Katherine A. Larson	100.96
MB Training Consultants, LLC	100.00
NetLink Web Services, LLC	199.00
NetLink Web Services, LLC	1,445.00
New Jersey State Fire Chief's Association	525.00
New Jersey State Fire Chief's Association	175.00
Verizon	129.65
Verizon Wireless	1,210.51
Witmer Public Safety Group, Inc.	608.56

\$ 23,121.14

Respectfully submitted,



Timothy Kirkland
Treasurer



POWER SOLUTIONS

800 458-4231

908 412-8630

fax 908 412-8635

1301 New Market Ave. South Plainfield, NJ 07080

www.sbp4juice.com

sbp@sbp4juice.com

November 1, 2021

Board of Fire Commissioners

Manalapan Township Fire District

PO Box 54

Tennent, NJ 07763

Re: Emergency Generator Service Contract Renewal

Dear Pat:

Enclosed please find a Generator Service Renewal quote for your emergency generator(s).

Please review the quote and if it meets with your approval please sign and return one copy.

Please feel free to contact me with any question you may have with regards to this quote, and as always, we look forward to working with you again this year.

Sincerely,

Nancy L. Kunzle

SBP Industries

SBP Industries

South Plainfield, NJ 07080

Phone: 908-412-8630

Fax: 908-412-8635

Phone: 908-412-8630

Service Quote

Date	Quote #
11/1/21	194046

Customer
Board of Fire Commissioners Manalapan Township Fire District #2 PO Box 54 Tennent, NJ 07763

Service Address
Kohler 100 KW Kohler ROZJ Work order 184907 Please call Tim Kirkland to meet you at Firehouse 732-803-6177

Rep
NK

Qty	Description	Cost Each	Total
1	We are pleased to submit the following quote for Emergency Generator Maintenance Services for: Model: 100 ROZJ SN: 0648224 Semi annual Emergency Generator Maintenance Contract includes: (1) Annual Maintenance service, per attached including mileage and tolls. (1) Semi-annual Inspection, per attached including mileage and tolls. All repairs done outside of the maintenance service contract will be done time and material at current part prices and the following labor rates: Straight Time: \$ 115.00/Hr. Time and a half: \$172.50/Hr. Double Time: \$230.00/Hr. Mileage: \$ 1.00/Mi. SBP Industries reserves the right to pass on the cost of fuel in case of extreme increases in fuel cost. Contract Period: January 1, 2022 to December 31, 2022	485.00	485.00
1	Waste removal Disposal fee : removal of oil, anti-freeze, and other wastes	25.00	25.00

Quote is valid for 30 days from original date.

Accepted by: Timothy Kirkland

Signature: Timothy Kirkland

Date: 12-02-21

SBP Industries Authorized Signature: _____

Subtotal	\$510.00
Sales Tax (6.625%)	\$0.00
Total	\$510.00

A 5% surcharge will be added to amex payments.

SBP Industries

POWER SOLUTIONS

800 458-4231

908 412-8630

fax 908 412-8635

1301 New Market Ave. South Plainfield, NJ 07080

www.sbp4juice.com

sbp@sbp4juice.com

GENERATOR PREVENTATIVE MAINTENANCE SERVICE LOG

DATE _____

COMPANY _____ CONTACT _____

LOCATION _____ PHONE _____

BRAND _____ MODEL NUMBER _____

SERIAL # _____ LOCATION _____

NOTES: _____

- _____ 1. Change oil and oil filter.
- _____ 2. Remove used oil from job site.
- _____ 3. Change fuel filter, inspect fuel quality.
- _____ 4. Check and or replace air filter if needed, not included in major service pricing.
- _____ 5. Check and or replace coolant if needed, not included in major service pricing.
- _____ 6. Inspect all belts and hoses.
- _____ 7. Inspect pulley hub bearings, lube if required.
- _____ 8. Inspect for leaks, oil, water & fuel.
- _____ 9. Inspect block heater.
- _____ 10. Inspect battery and replace if needed, not included in service pricing.
- _____ 11. Inspect battery charger.
- _____ 12. Start generator and note voltage, frequency, engine temperature and oil pressure.
- _____ 13. Check operation of transfer switch (only by consent of the customer).
- _____ 14. System can be checked either by transferring load or not. SBP does not repair ATS.

MAJOR SERVICE INCLUDES ITEMS 1 THRU 14.

MINOR SERVICE INCLUDES ITEMS 5 THRU 14.

Oil pressure _____

Rated power in kilowatts _____

Water temp _____

Hour meter _____

Voltage Phase 1 _____ Phase 2 _____ Phase 3 _____ Frequency _____

Current (if under building load) Phase 1 _____ Phase 2 _____ Phase 3 _____

Technician signature _____

Customer signature _____