

MAY 5 , 2021

The Re-Organization meeting for May 5,2021 will be Virtual Meeting / DCA Compliance. Setup by Peter Hall (IT Officer).

The Re-Organization meeting was called to order by Chairman Hogan at 8pm & then the Meeting was taken over by Mr. Youssef . Mr. Marini was asked to lead everyone 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 his meeting held by posting in official newspaper of this District.

Mr. Youssef swore in Timothy Kirkland and Joseph Spevak re-elected as Fire Comm. On April 20,2021 for a 3 year term. Everyone in attendance congratulated Mr. Kirkland & Mr. Spevak for there re-election . Mr. Youssef asked about the designated positions of the Fire Comm. Chairman Hogan made a motion to keep all designated positions of the Fire Comm. The same from 2020 to 2021 & 2nd by Mr. Primiano, approved by all.

The Following “ Designated Executive Officers for the Year of 2021 “

Richard Hogan.....	Chairman
Richard Primiano.....	Vice Chairman
Timothy Kirkland	Treasurer
Joseph Spevak.....	Secretary
Carolyn Flannery.....	Asst. Secretary

Mr. Spevak was asked to take Roll Call- Primiano, Flannery, Kirkland, Hogan & Spevak were present. Others in attendance were : Marini, Tom Kirkland , Hall, Youssef , Petrics, Larson, Wozniak, & Sarti. Sorscher & Keaney were excused. Sign in sheet on table for attendance.

Secretary Spevak emailed minutes of April 7 ,2021 a few days before scheduled meeting , for review of people in attendance.

Chairman Hogan asked if there are any questions regarding minutes of April 7 ,2021 minutes. **NO** Mr. Primiano made a motion to accept minutes as read & 2nd by Mrs. Flannery, approved by all.

The following Vendors & People that help to keep this Organization running Smoothly for the Year 2021 .

Mr. Youssef read off the following Resolutions , then voted on by the Board .

1. **Resolution**- Scheduling Meeting Dates for the Year 2021: April 7th, May 5th, June 2nd, July 7th, Aug. 4th, Sept. 1st, Oct. 6th, Nov. 3rd, Dec. 1st, Jan. 5, 2022, Feb. 2, 2022, & March 2, 2022. Which that meeting shall serve as the annual Re-Organizational Meeting of the Board. Motion made by Mrs. Flannery & 2nd by Mr. Primiano. Roll Call Vote- Flannery, Primiano, Kirkland, Hogan & Spevak voted **YES**.

2. **Resolution**- Designating Brunswick Bank & Trust as Official Depository of the Fire District Funds for the Year 2021. Mr. Kirkland made a motion to accept & 2nd by Mr. Primiano. Roll Call Vote- Kirkland, Primiano, Flannery, Hogan & Spevak voted **YES**.

3. **Resolution**- Designating Official Newspapers for the Year 2021. The Newark Star Ledger, News Transcript & Asbury Park Press. Mr. Kirkland made a motion to accept & 2nd by Mrs. Flannery. Roll Call Vote- Kirkland, Flannery, Primiano, & Spevak voted **YES**. Voted on all 3 Newspapers & Hogan voted YES on Newark Star Ledger & News Transcript. & **NO** on Asbury Park Press.

4. **Resolution**- Appointing Ronald C. Petrics R.M.A. District Auditor for 2021. Mr. Primiano made a motion to accept & 2nd by Mrs. Flannery. Roll Call Vote: Primiano, Flannery, Kirkland, Hogan & Spevak voted **YES**.

5. **Resolution**- Appointing John Marini Fire District Administrator for the Year 2021. That compensation to be paid to John Marini for services rendered to the Board of Fire Commissioners on a part time basis is fixed at \$ 22,969.00 per annum. Motion made by Mr. Spevak & 2nd by Mrs. Flannery. Roll Call Vote- Spevak, Flannery, Kirkland, Primiano & Hogan voted **YES**

6. **Resolution**- Appointing Katherine A. Larson Board Bookkeeper for the Year 2021. Motion made by Mrs. Flannery & 2nd by Mr. Primiano. Roll Call Vote- Flannery, Primiano, Kirkland, Hogan & Spevak voted **YES**.

7. **Resolution** – Appointing Officers for the Year 2021 w/specified Compensation:

<u>NAME</u>	<u>POSITION</u>	<u>ANNUAL SALARY</u>
Peter Hall	IT Officer	\$ 15,020.00
Stanley Sorscher	Engineer	\$ 7,240.00
Adam Keaney	Training Officer	\$ 6,538.00
Richard Primiano	Veh. Maint. Mgr.	\$ 5,700.00

Motion made by Mrs. Flannery & 2nd by Mr. Spevak.. Roll Call Vote- Flannery, Spevak, Kirkland, Primiano & Hogan voted **YES**

8. **Resolution**- Appointing the Oliver L.E. Soden Agency Insurance Agent for the Year 2021. Motion made by Mr. Spevak & 2nd by Mrs. Flannery. Roll Call Vote- Spevak, Flannery, Kirkland, Primiano, & Hogan voted **YES**.

9. Resolution- Appointing Richard W. Hogan Personnel Director for the year 2021 with a annual salary of \$ 8,629.00. Motion made by Mr. Kirkland & 2nd by Mr. Primiano. Roll Call Vote- Kirkland, Primiano, Flannery, Spevak & Hogan voted **YES**.

10. Resolution- Appointing Joseph D. Youssef ,ESQ. Board Attorney for the Year 2021. Motion made by Chairman Hogan & 2nd by Mr. Primiano. Roll Call Vote- Hogan, Primiano, Kirkland, Flannery & Spevak voted **YES**.

11. Mr. Youssef presented “ Professional Services Agreement “ Joseph D. Youssef , ESQ. Attorney . Signed by Mr. Youssef , Chairman Hogan & Mr. Spevak.

12.. Mr. Youssef presented Fire Protection Services for Sta. 26-2 & Sta 12-1 . Both Agreements must be signed by designated representatives & than given back to Secretary Spevak.

Mr. Youssef stated all copies of Resolutions must be given to the Clerk’s of Manalapan Township.

Mr. Youssef thanked the Board for his reappointment .

CHIEF’S REPORT-

Sta. 26-2.....Chief Kirkland reported responding to 31 fire calls w/47.16 manhrs.

Training & Drills : Reported by Chief Kirkland

1. May 17thGround Ladders
2. May 24thCEVO III performed by Joint Insurance Fund
3. May 31stOff in observance of Memorial Day
4. June 7thMonthly Work Detail

Firefighters Michael Krause & Michael Bisogna have successfully completed Firefighter 1 , recruit training to be certified for interior operations .

Firefighter Krause is currently attending Firefighter 2.

Requesting approval by the Board to schedule live burn training at the Middletown Fire Academy for a total of \$350.

Equipment- All equipment & turnout gear are in order

Purchase Requests

1. 5 Streamlight LED flashlights from Continental Fire Safety for \$483.20 S/bid

- 2. 4 Carbon Dioxide detectors from Emer. Equipment for \$297 ,total \$1,213
- 3 .Calibration & Service of (6)combustible gas meters from Electronic Measurements Lab at \$79.00 total \$ 474.00
- 4. Detailing of 26-2-66, 26-2-67, 26-2-86,26-2-88,& 26-2-98 by Classic Touch Auto Wash @ \$250 per vehicle , total \$1,250.00

Membership – Sta.26-2 has brought on (1) new member in April. He has Completed his background check & physical, has been issued gear & pager.

Sta. 26-2 Fire Co. has a pending application for Membership to be brought up At the May 10th Fire Co. mtg.

Misc. Old Business- Opticom GPS equipment has been installed in 26-2-66, 26-2-67, 26,2,78, 26-2-82, 26-2-93, & 26-2-96. Once 26-2-90 returns to Scheduling will be made to accommodate installation of equip. on apparatus. Installation has begun on the Mon. County intersections of Millhurst & Woodward /Main St., 522 & Taylor Mills , 522 & Tennent Rd. & Sweetmans La & Smithburg Rd.

Chief Kirkland congratulated Kirkland & Spevak as Fire Comm Election 2021.

Sta. 12-1Chief Sarti reported responding to 9 fire calls in Dist #2 area w/7.14 Staff hrs. & 4 fire calls in PRA w/2.08 Staff hrs.
 Chief Sarti gave his congrats to Kirkland & Spevak

TRUCK REPORT- Sorscher/Primiano

- 1. 26-2-66.....R & R water pump & thermostat. Pressure Test.....Englishtown Auto Cooling system . 6 qts motor oil..... " "
- 2. 26-2-78.....Did monthly Regen on system..... In House
- 3. 26-2-82.....Lubed frt. & rear side Ladder Cradle pins " "
- 4. 26-2-88.....(2) New frt steel rims replaced & wheel sensors.... B&S Goodyear
 (10) New lug nuts installed , 4 wheel alignment.... " "
 Balance frt . tires & wheels..... " "
- 5. 26-2-96.....Rebuild (2) 5 inch discharge Ball Valves..... Fire Apparatus
- 6. 26-2-99.....Remove snowplow & check all fluids..... In House
- 7. Install Opticom Equipment in the Following Trucks ... M & W Communications # 66, 67, 78,82, 93 , & 96
- 8. Make up hitch pins, & cables for ATV / Decon Trailer In House

9. Repair air hose between # 82 & 90 on Wall..... In House

ADMINISTRATOR'S REPORT- Marini

1. Mr. Marini thanked the Board for his re-appointment
2. Congratulations to Kirkland & Spevak for Election 2021
3. Caroline Bottom , Representative for Verizon /Fios
4. Garage doors in rear building was worked on by Hathazi Garage Doors, LLC
5. Mr. Marini had asked Mr. Youssouf if he received any reply from Mr. Pape regarding our Easement. Mr. Youssouf replied no phone calls as of yet.

INSURANCE - Marini /Soden **Everything is Good**

AUDITOR -Petrics

1. Mr. Petrics thanked the Board for his re-appointment
2. Congratulations to Kirkland & Spevak for Election 2021
3. Working on gathering up paperwork from Everyone for Audit.

BOOKKEEPER – Larson

1. Ms. Larson thanked the Board for her re-appointment
2. Congratulations to Kirkland & Spevak for Election 2021.
3. Election Results & ballot copy were submitted into FAST . Adopted Budget has been reviewed by DLGS.
4. A gov connect notice from DCA dated 5/4/21 announced that the FAST portal will be used to upload the Fire District Audit Reports. The report is to be uploaded & documents submitted by fire district representatives & not the Auditor or Auditing firm.

IT OFFICER - Hall

1. Mr. Hall thanked the Board for his re-appointment
2. Congratulations to Kirkland & Spevak for Election 2021.
3. Waiting for Cabinet for 26-2-78
4. Air Cards numbers & Fire Wall is good
5. 500 hours on Internet with **No Problems**
6. One Password for Fire Comm.
7. Short meeting for all Fire Comm , at the end of meeting regarding Homeland Security Wireless Priority Service.& Email with info will be sent out to all.

VICE-PRESIDENT- Wozinak Everything is Good

OLD BUSINESS-

1. Mrs. Flannery had asked if the noise machine that was installed under eating area at rear building is keeping pigeons away. Yes, Mr. Marini stated we don't keep it **ON** all the time , that way the birds don't get used to the sound.
2. Mr. Kirkland stated the Charlotte Fire International Expo, will be held on July 28,29,30,31

NEW BUSINESS -

1. Purchase requests for Chief Kirkland

(5) Streamlight LED flashlights	\$ 483.20
(4) Carbon Dioxide detectors total	1,213.00
(6) Gas Meters / Calibration & Service.....	474.00
(5) Trucks Detailing	1,250.00
Live Burn at Middletown Fire Academy.....	<u>350.00</u>
Total	\$ 3,770.20

Mr. Primiano made a motion to approve purchase requests in the amount of \$ 3,770.20 & 2nd by Mrs. Flannery , approved by all.

2. Chief Kirkland stated there is Firehouse Expo in Columbus ,Ohio On Sept. 15,16,17, & 18 .Also, Fire Equipment Show in Pa. in October

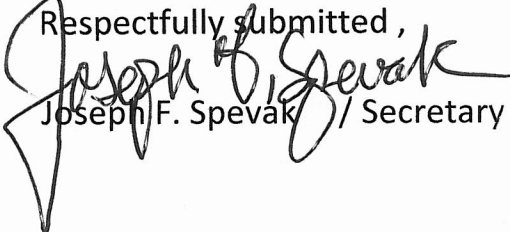
Mr. Primiano made a motion to OPEN PUBLIC PORTION at 8:35pm & 2nd by Mrs. Flannery ,approved by all. No Business Mr. Primiano made a motion to CLOSE PUBLIC PORTION at 8:36pm & 2nd by Mrs. Flannery, approved by all.

TREASURER'S REPORT- Kirkland

Mrs. Flannery made a motion to pay bills in the amount of \$ 48, 594.49 & 2nd by Mr. Primiano, approved all.

GOOD & WELFARE

1. Mr. Spevak stated Bob Zander , Fire Inspector/Man. Twp, was in Hospital Since there was no further business Mr. Primiano made a motion for adjournment at 8:50pm & 2nd by Mrs. Flannery, approved by all.

Respectfully submitted ,

Joseph F. Spevak / Secretary

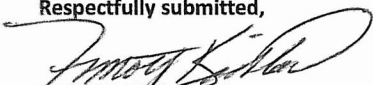
BOARD OF FIRE COMMISSIONERS
MANALAPAN TOWNSHIP FIRE DISTRICT #2
P.O. BOX 54
Tennent, NJ 07763

May 5, 2021 Monthly Meeting Bill List

ADP	16,354.46
American Cloud Services	275.00
Asbury Park Press	50.30
B&S Tire & Auto Service Center	764.60
Charles Sacco	67.17
Contiental Fire & Safety, Inc.	536.80
Document Solutions Leasing	122.79
Emergency Equipment Sales, LLC	888.88
Fire Apparatus Repair, Inc.	1,192.75
Gordons Corner Water Co.	2,079.06
J. Swanton Fuel Oil Co.	460.27
Joseph Spevak	67.17
Kristina L. Mueller	150.00
Manalapan Twp. Fire Co. #1	138.18
Monmouth County Treasurer	85.00
Monmouth County Treasurer	7,867.00
NetLink	1,425.90
NetLink Web Services, LLC	349.00
Nettie Thompson	150.00
New Jersey Emergency Vehicles	12,493.00
New Jersey Fire Equipment Co.	1,430.30
Taylor Mills Family Medical, P.C.	345.00
Verizon	119.65
Verizon Wireless	1,182.21

\$ 48,594.49

Respectfully submitted,



Timothy Kirkland
Treasurer

5/5/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.2 MANALAPAN TOWNSHIP SCHEDULING
MEETING DATES FOR THE YEAR 2021**

WHEREAS; N.J.S.A.10:4-18 requires fire districts to annually publish and post a schedule of meetings to be held during the succeeding year specifying therein the location of each meeting, its date, time and agenda to the extent then known; and

WHEREAS; Boards are also required to mail a schedule of meeting dates to the official newspapers designated by the board and to provide a copy of the meeting dates to the municipal clerk for posting on the official bulletin board of the municipality.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that regularly scheduled meetings of the Board will be held on the **first Wednesday** of each month commencing at 8:00 p.m. at the Manalapan Volunteer Fire Company No.1 Firehouse, Sweetmans Lane Manalapan Township, New Jersey.

BE IT FURTHER RESOLVED that the regular monthly meetings of the Board are hereby scheduled for the following dates: April 7 May 5, June 2, July 7 August 4, September 1, October 6, November 3, December 1, January 5, February 2, and March 2, 2022 which meeting shall serve as the annual reorganization meeting of the Board.

BE IT FURTHER RESOLVED that certified true copies of this Resolution be posted on the official bulletin board of the Fire District, forwarded to the official newspapers designated by the Board and forwarded to the municipal clerk for posting as required by law.

Moved by: **FLANNERY** Seconded by: **PRIMIANO**

Roll Call Vote:

Ayes: **5** Nays: **0** Absent: **0** Abstain: **0**

FLANNERY, PRIMIANO, KIRKLAND, HOGAN, SPEAK

Certified to be a true copy of a Resolution adopted on May 5, 2021 by the Board of Fire Commissioners Fire District No.2 Manalapan Township.

Joseph B. Jewak, Clerk

5/5/21

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO.2 MANALAPAN TOWNSHIP DESIGNATING OFFICIAL DEPOSITORY OF FIRE DISTRICT FUNDS FOR THE YEAR 2021

WHEREAS; the Fire District is a "Governmental Unit" as that term is defined in N.J.S.A. 17:9-41 which receives and has custody of public funds raised through taxation for the purposes set forth in N.J.S.A. 40A:14-70 et. seq. ; and

WHEREAS; N.J.S.A. 40A: 5-14. (1) requires local governmental units to annually designate a public depository or depositories, which are defined in N.J.S.A. 17:9-41 as: " a State or federally chartered bank, savings bank or an association located in this State or a state or federally chartered bank, savings bank or an association located in another state with a branch office in the State, the deposits of which are insured by the Federal Deposit Insurance Corporation and which receives or holds public funds on deposit; " and

WHEREAS; the Board has determined that Brunswick Bank and Trust is a public depository legally eligible to receive and hold public funds on deposit.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that Brunswick Bank and Trust be and the same is hereby designated as the official depository of District funds for the year 2021.

BE IT FURTHER RESOLVED that the Chairman, Clerk and Treasurer of the Board be and the same are hereby authorized to execute any and all documents necessary to effectuate the purposes of this Resolution and to make deposits into, transfer, open and close such accounts as may be necessary for the orderly conduct of the Board's financial affairs.

BE IT FURTHER RESOLVED that any and all checks or drafts issued on an account held by or in the name of the Board of Fire Commissioners of this Fire District shall require execution by at least three (3) of the duly elected and serving Fire Commissioners.

Moved by: **KIRKLAND**

Seconded by: **PRIMIANO**

Roll Call Vote:

Ayes: **5**

Nays: **0**

Absent: **0**

Abstain: **0**

KIRKLAND, PRIMIANO, FLANNERY, HOGAN, SPEAK

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.2 Manalapan Township on May 5, 2021.

Joseph D. Speak, Clerk

5/5/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.2 MANALAPAN TOWNSHIP DESIGNATING
OFFICIAL NEWSPAPERS FOR THE YEAR 2021**

WHEREAS; N.J.S.A. 10:4-8 requires political subdivisions of the State of New Jersey to annually designate at least two legally recognized newspapers to receive notice of its schedule of meetings; and

WHEREAS; N.J.S.A. 40A:14-70 requires Boards of Fire Commissioners to publish notices of the annual election, budget referendum and bond referendums as well as public hearings and other periodic events; and

WHEREAS; To be eligible for such designation, the newspaper must have general circulation within the municipality and must have the greatest likelihood of informing the public within the area of the public agencies jurisdiction of its meetings; and

WHEREAS; The Newark Star Ledger, the News Transcript and the Asbury Park Press are legally recognized newspapers having general circulation within Manalapan Township and are the publications most likely to inform the citizens of pending Board meetings and actions.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that the Newark Star Ledger, the News Transcript and the Asbury Park Press be and the same are hereby designated the official newspapers of the Board of Fire Commissioners for the year 2021.

Moved by: **KIRKLAND**

Seconded by: **FLANNERY**

Roll Call Vote:

HOGAN - NO ASBURY PARK PRESS

Ayes: **4** Nays: **1** Absent: **0** Abstain: **0**

KIRKLAND, FLANNERY, PRIMIANO, SPEVAK

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

Fire District No.2 Manalapan Township on 5/5/21.

Joseph B. Spevak Clerk

5/5/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.2 MANALAPAN TOWNSHIP APPOINTING
RONALD C. PETRICS R.M.A. DISTRICT AUDITOR FOR 2021**

WHEREAS; the Board of Fire Commissioners is required by law to have an annual report on audit of its financial books and records prepared by a certified public accountant or registered municipal auditor; and

WHEREAS; Ronald C. Petrics is a certified public accountant and registered municipal auditor licensed to practice in the State of New Jersey and is legally qualified to perform the audit report required by the laws of the State of New Jersey; and

WHEREAS; N.J.S.A. 40A:11-5 (1) (a) provides that a contract or agreement for professional services may be made, negotiated and awarded without public bidding or receipt of bids if the services to be provided will be provided by a member of a duly recognized and licensed profession of the State of New Jersey; and

WHEREAS; adequate moneys have heretofore been appropriated in the current or previously approved budget of the fire district to fund the contract for professional services to be awarded hereby.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that Ronald C. Petrics C.P.A. be, and the same, is hereby appointed auditor for the year 2021.

BE IT FURTHER RESOLVED that a notice of professional contract award be published in the official newspaper of the district and that a certified true copy of this Resolution be forwarded to the auditor by the Clerk of the Board.

Moved by: PRIMIANO

Seconded by: FLANNERY

Roll Call Vote:

Ayes: 5

Nays: 0

Absent: 0

Abstain: 0

PRIMIANO, FLANNERY, KIRKLAND, HOGAN, SPEVAK

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.2 Manalapan Twp. on 5/5/21.

Joseph A. Szavak Clerk

5/5/21

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO. 2 MANALAPAN TOWNSHIP APPOINTING JOHN MARINI FIRE DISTRICT ADMINISTRATOR FOR THE YEAR 2021

WHEREAS, The Board of Fire Commissioners of Fire District No.2 Manalapan Township is statutorily authorized to appoint professional staff to insure the orderly and proper functioning of the fire district; and

WHEREAS, The Board of Fire Commissioners believe that it is necessary and desirable to appoint an administrator to be primarily responsible for the day to day business operations and administration of the fire district; and

WHEREAS, John Marini has the requisite knowledge and experience to deal with the complex problems associated with the delivery of fire prevention/fire suppression services including the purchasing of supplies, and equipment, personnel administration and the maintenance and repairs of apparatus and equipment; and

WHEREAS, adequate funds have heretofore been appropriated in the fire district budget to fund said position

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Board of Fire Commissioners of Fire District No. 2 Township of Manalapan that John Marini is hereby appointed to the position of Fire District Administrator for a period of one year, commencing on March 1, 2020 and terminating, unless otherwise renewed and extended February 28, 2022.

BE IT FURTHER RESOLVED, That the compensation to be paid to John Marini for services rendered to the Board of Fire Commissioners on a part time basis is hereby fixed at \$22,969.00 per annum.

Moved By: *SPEVAK*

Seconded By: *FLANNERY*

Roll Call Vote:

Ayes: *5* Nays: *0* Abstain: *0* Absent: *0*

SPEVAK, FLANNERY, FIRKLAND, HOGAN, PRIMIANO

Certified to be a true copy of a Resolution duly adopted by the Board of Fire Commissioners of Fire District No. 2, Township of Manalapan on 5/5/21.

Joseph A. Spevak, Clerk

5/5/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2 MANALAPAN TOWNSHIP APPOINTING
KATHERINE A. LARSON BOARD BOOKKEEPER FOR 2021**

WHEREAS; The Board of Fire Commissioners requires the services of a fully qualified and experienced bookkeeper to assist in the preparation and maintenance of the Board's books and financial records; and

WHEREAS; Ms. Katherine A. Larson has the necessary training and experience to render the professional bookkeeping services required by the Board of Fire Commissioners; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No. 2 Manalapan Township that Katherine Larson is hereby appointed Bookkeeper for the year 2021.

BE IT FURTHER RESOLVED that a certified true copy of this Resolution be forwarded to Ms. Larson by the Clerk of the Board.

Moved by: FLANNERY Seconded by: PRIMIAND

Roll Call Vote:

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

FLANNERY, PRIMIANO, KIRKLAND, 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 5/5/21.

Joseph Szewak, Clerk

5/5/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT No. 2 MANALAPAN TOWNSHIP APPOINTING
OFFICERS FOR THE YEAR 2021 AND FIXING COMPENSATION.**

WHEREAS; The Board of Fire Commissioners is authorized by statute to appoint and employ such staff personnel as it deems necessary for the orderly conduct of fire district business; and

WHEREAS; Funds adequate to pay the compensation established hereby for the positions established hereby have been appropriated in the current or previously approved Fire District budget.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners Fire District No. 2 Manalapan Township that the following identified individuals are appointed to the following offices at the specified compensation for 2020:

NAME	POSITION	ANNUAL SALARY
Peter Hall	I.T. Officer	\$15,020.00
Stanley Sorcher	Engineer	\$7,420.00
Adam Keany	Training Officer	\$6,538.00
Richard Primiano	Veh. Maint. Mgr.	\$5,700.00

BE IT FURTHER RESOLVED that certified true copies of this resolution be forwarded to each of the above identified individuals by the Clerk of the Board.

Moved by: FLANNERY

Seconded by: SPEVAK

Roll Call Vote:

Ayes: 5

Nays: 0

Absent: 0

Abstain: 0

FLANNERY, SPEVAK, KIRKLAND, PRIMIANO, HOGAN

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners
Fire District No.2 Manalapan Township on 5/5/21.

Joseph L. Spevak, Clerk

5/5/21

**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 2021.**

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 moneys 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 2021.

Moved by: SPEVAK

Seconded by: FLANNERY

Roll Call Vote:

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0
SPEVAK, FLANNERY, PRIMIANO, KIRKLAND, HOGAN

Certified to be a true copy of a Resolution of the Board of Fire Commissioners of fire district No.2 Manalapan Twp. on 5/5/21.

Joseph Savak, Clerk

5/5/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 2 MANALAPAN TOWNSHIP APPOINTING
RICHARD W. HOGAN PERSONNEL DIRECTOR**

WHEREAS; The Board of Fire Commissioners requires the services of a fully qualified and experienced Personnel Director to assist in the management of District Personnel matters; and

WHEREAS; Richard W. Hogan has the necessary training and experience to render the Personnel services required by the Fire Commissioners; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No. 2 Manalapan Township that Richard W. Hogan is appointed Personnel Director for the year 2021 at and annual salary of \$8,629..00.

BE IT FURTHER RESOLVED that a certified true copy of this Resolution be forwarded to Director Hogan by the Clerk of the Board.

Moved by: KIRKLAND

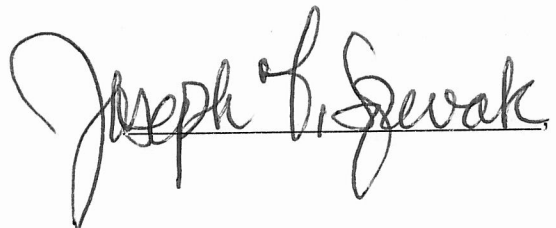
Seconded by: PRIMIANO

Roll Call Vote:

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

KIRKLAND, PRIMIANO, FLANNERY, HOGAN, SPEAK

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners
Fire District No.2 Manalapan Township on 5/5/21.

 Clerk

5/5/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.2 MANALAPAN TOWNSHIP APPOINTING
JOSEPH D. YOUSOUF, ESQ. BOARD ATTORNEY FOR THE
YEAR 2021**

WHEREAS; The Board of Fire Commissioners is authorized by law to engage the services of an attorney to provide such legal services as may be required by the Board during the course of a year; and

WHEREAS; N.J.S.A. 40A:11-5 (1) (a) (i) provides that a contract for professional services may be negotiated and awarded without public advertising for bids and bidding therefor if the contract is for "Professional services" ; and

WHEREAS; N.J.S.A. 40A:11-2 (6) defines "Professional services" as those that are rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study; and

WHEREAS; Joseph D. Yousouf is a duly licensed attorney admitted to the practice of law in the State of New Jersey.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that a contract for professional services be and the same is hereby awarded to Joseph D. Yousouf Esq. for the year 2021.

BE IT FURTHER RESOLVED that a notice of professional contract award be published in the official newspaper of the District as required by N.J.S.A. 40A:11-5 (1)(a)(i).

Moved by: SPEVAK

Seconded by: FLANNERY

Roll Call Vote:

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0
SPEVAK, FLANNERY, PRIMIANO, KIRKLAND, HOGAN

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.2 Manalapan Township on 5/5/21

Joseph D. Spevak Clerk

PROFESSIONAL SERVICES AGREEMENT

This Agreement, entered into this 5th day of MAY 2021, by and between the **Board of Fire Commissioners, Fire District No.2 Manalapan Township**, hereinafter referred to as the "Board" and **Joseph D. Youssef, Esquire, P.O. Box 809 137 Route 9 South Manalapan, New Jersey 07726** hereinafter referred to as "Attorney":

WITNESSETH:

1. The Board hereby retains the Attorney to provide legal services to it for the year commencing May 5, 2021 and terminating February 28, 2022 and the attorney agrees to provide such legal services as he is directed to provide by the Board.

2. Adequate funds have been appropriated in the current budget of the Board for the purpose of retaining the services of an attorney, and the amount to be paid hereunder shall not exceed the funds budgeted therefore.

3. The Board hereby agrees to compensate the Attorney as follows for the service performed by him:

A. Attendance at meetings, \$600.00 per meeting whether agenda, regular or special.

B. All other services including research, litigation, telephone conferences with Board members or secretary, preparation of resolutions, \$225.00 per hour.

4. In addition to the fees specified above, the Board agrees to pay all costs and expenses advanced by the attorney for filing fees, costs and other out of pocket expenses as the need may arise.

5. All payments to be made hereunder shall be made upon submission of an itemized voucher specifying the services rendered and the date upon which such services were rendered on such forms as may be provided by the Board.

6. *Statutorily required affirmative action clause:*

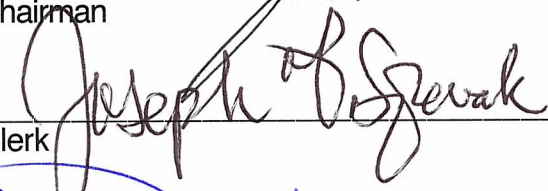
The attorney and the Board hereby incorporate all mandatory language of subsection 3.4(A) and the mandatory language of Section 5.3 of the Regulations Promulgated by the Treasurer of the State of New Jersey pursuant to P.L. 1975, c. 127 as

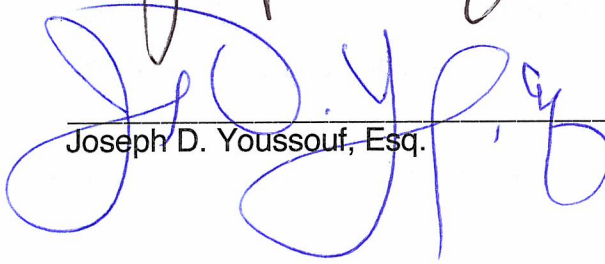
amended and supplemented, and the attorney agrees to comply fully with the terms, provisions and conditions of said subsections.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date set forth above.

Board of Fire Commissioners
Fire District No. 2 Manalapan Township


Chairman


Clerk


Joseph D. Youssouf, Esq.