

Commissioner Meeting
July 2nd, 2025

The regular scheduled meeting was called to order by, Chairman Richard Hogan at 8pm. Alexander Vandenberg led the meeting with the salute to the flag. Mr. Joseph Youssef read the Sunshine Statement as follows: Notice of the Time, date, location and the agenda of this meeting know was duly published at least 48 hours in advance of this meeting, by posting in official newspaper of this district. This meeting was also setup as a Virtual Meeting by IT Officer Mr. Peter Hall.

Commissioner Carolyn Flannery took Roll Call: Commissioners, Spevak, Kirkland, Primiano, Flannery and Chairman Hogan were present. Also, in attendance was Administrator Mr. John Marini. Bookkeeper Mrs. Connie Ellison and IT Officer Peter Hall were virtual. Sign in sheet was on the table for attendance.

Chairman Richard Hogan asked if there were any questions regarding the Meeting minutes for June 4th, 2025. There were no questions. Commissioner Carolyn Flannery made a motion to approve the minutes and 2nd by Commissioner Timothy Kirkland. Approved by all.

Chief Tom Kirkland: Report was read and submitted. The total number of calls for the month were 50 calls with a total of Staff Hours:

33 Calls in 26-2

6 Call in 12-1

- 4 Calls in 32-1
- 1 Call in 26-1

Training and Drills

July 7 – Work Detail

July 14 – CAFS Operations

July 21 – Monthly business meeting

July 28 – Driver Training

Aug. 4 - Work Detail

Purchase Requests

Nomex Hoods..... 10 each at \$135.00 = \$1,350.00

Lifting bridle for stokes basket..2 each at \$244.80 = \$ 488.60

Water rescue support gear.....4 each at \$340.19 = \$1,360.76

Total.....\$3,199.36

Engineer Sonny Sorscher: Report was read by Engineer Sonny Sorscher and submitted

President Bill Frueh: Report was read and submitted:

Manalapan Day was a success. Members received interest from few potential new members. The next event is the 3rd annual ice cream with a fire fighter at Jake's Cree Mee Freeze July 7th 4pm to 8pm.

Chief Matt O'Brien of Englishtown: Report was read and submitted.

IT Officer Peter Hall was virtual:

Insurance: Administrator Mr. John Marini: The washing machine was serviced and is now in working order. There are still some issues with insurance. No response yet from the deer accident. The Bay door that is damages is no longer available.

Legal: Mr. Joseph Youssouf: All is well.

Auditor Mrs. Amy Both: Government Account is getting ready for the Audit.

Bookkeeper: Connie Ellison: Report was read and submitted.

Old Business: None

New Business: Chief Tom Kirkland request for: Nomex Hoods, lifting bridle for stokes basket and water rescue support gear in the amount of \$3,199.36.

A motion to purchase the requests, was made by Commissioner Timothy Kirkland and 2nd by Commissioner Joseph Spevak. Approved by all.

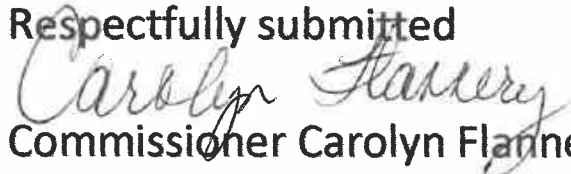
A motion to open the meeting to the public was made by Commissioner Joseph Spevak and 2nd by Commissioner Richard Primiano. There was no public present. A motion to close the public portion of the meeting was made by Commissioner Timothy Kirkland and 2nd by Commissioner Carolyn Flannery. Approved by all.

Treasure Report: Commissioner Timothy Kirkland Presented the Bill List in the amount of \$91,099.37. Commissioner Carolyn Flannery made a motion to pay bills in the amount of \$91,099.37 and 2nd by Commissioner Richard Primiano. Approved by all.

Next Commissioners' Meeting will be held August 6th, 2025, 8pm at the Firehouse.

There was no further business therefor Commissioner Timothy Kirkland made a motion to adjourn the meeting at 8:30pm and 2nd by Commissioner Richard Primiano. Approved by all.

Respectfully submitted


Commissioner Carolyn Flannery



Manalapan Fire Co #1

5 Sweetmans lane
Manalapan, NJ 07726
Station (732)426-1996
Fax (732)462-2376

July 2025 Chief's Report

Calls for the Month

A total of 43 calls for service were responded to with a total of Staff hours.

- 33 calls in 26-2 Manalapan Dist. 2
- 6 calls in 12-1 Englishtown Borough
- 4 calls in 32-1 Millstone Twp
- 1 call in 26-1 Gordons Corner Dist. 1

Incident Type

- Unavailable

A total of three (3) incidents apparatus did not respond due to staffing.

- Fire alarm 24 Springhouse Circle, handled by 26-2-68, 1 certified FF in station.
- Fire alarm 21 Lassatta Ave, handled by 12-30, 1 certified driver & 2 non-certified FF in station.
- Fire alarm 21 Lassatta, handled by 12-30, 1 certified driver & 2 non-certified FF in station.

Four (4) incidents multiple apparatus responded with full certified crews.

Training and Drills

- July 7 - Work Detail
- July 14 - CAFS Operations
- July 21 - Monthly business meeting
- July 28 - Driver training
- August 4 - Work Detail

Purchase Requests

- Nomex Hoods x 10 \$135.00 each
- Lifting bridle for stokes basket \$244.80 x 2
- Water Rescue support gear \$340.19 x 4

*Quotes attached

Miscellaneous

- Waterway has been tentatively scheduled for Wednesday 8/6. Additional charge of \$500.00 for their staff to handle moving apparatus.
- Updated MARP Plan has been submitted to Monmouth County Fire Marshal's office.
- AMKUS extrication tools, have not been serviced in a number of years, have been in "reserve" status since 26-2-82 was placed in service in 2017.
- Guidelines have been established and reviewed with Fire Police.
- Turnout Gear fitting, will be looking to have three to four members fitted pending estimates and Board authorization.

Engineer's Report

Provided by Engineer S. Sorcher

Respectfully submitted,
Thomas Kirkland
Chief



Manalapan Fire Co #1

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Fire Police Guidelines

Purpose

To provide a consistent and uniformed deployment of Fire Police personnel, and guidance of operations on scene. This document shall be utilized to provide guidance until such time it is superseded by formal Standard operating Guideline.

Credentials

Members wishing to operate as a part of the Fire Police unit shall have completed the following:

- Fire Police Certification
- ICS 200 (minimal)
- Hazmat Awareness
- CEVO

Apparatus and Radios

Fire Police personnel shall utilize 26-2-87 when responding. Radio designation shall remain 26-2-99, personnel shall collect a trunked portable radio from the cash located in the Engine Bays and operate on Fire OPS 1. Ensuring the portable is returned to the charging bank upon completion of assignment.

Response

Personnel may respond primarily for traffic control of fires, motor vehicle accidents, power line & poles. Additionally, personnel may respond nonemergent for alarm activations.

Upon arrival at the scene personnel shall locate apparatus such as not to inhibit incoming suppression apparatus. I.e. do not obstruct intersections hindering apparatus ingress and egress, water supplies such as fire hydrants or in some instances drafting sites.

If uncertain of assignment or designation coordinate with Incident Commander or designee

Limitations

Response by Fire Police shall be limited to calls in District 26-2 & 12-1. Fire Police shall not typically respond on mutual aid incidents.

Fire Police shall not operate on scenes of high traffic movement such as Route 33, or similar scenes where the potential to jeopardize the safety of Fire Police or other emergency personnel operating on scene.

ESTIMATE

Waterway

304 Thames St
Newport, RI 02840

support@usfireservices.com
+1 (717) 734-5730
<https://www.usfireservices.com/>



Bill to

Asst Chief Adam M Keaney
Manalapan Twp. Fire Department
5 Sweetmans Lane
Manalapan, NJ 07726 USA

Ship to

Asst Chief Adam M Keaney
Manalapan Twp. Fire Department
5 Sweetmans Lane
Manalapan, NJ 07726 USA

Estimate details

Estimate no.: 2734
Estimate date: 04/22/2025
Expiration date: 10/31/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Hose Testing	NFPA Annual Hose Testing	10870	\$0.27	\$2,934.90
2.		Hard Suction Testing	NFPA Annual Hard Suction Testing	6	\$30.00	\$180.00
3.		Ground Ladder Testing	NFPA Annual Ladder Testing	160	\$3.00	\$480.00
4.		Pump Testing	NFPA Annual Pump Testing	4	\$375.00	\$1,500.00
5.		Apparatus Moving Fee	Fee for moving customer's apparatus - The fee will be \$250 for moving the apparatus around on site/on the premise, and \$500 for driving the apparatus off site, on public roads.	1	\$500.00	\$500.00

Total

\$5,594.90

Note to customer

Customer must provide a source of water, ample testing space, and fire department reps on the day of testing to provide access and move fire department vehicles.

Expiry
date

10/31/2025

Additional fees may apply:

Apparatus Moving Fee: \$250 if Waterway is required to move apparatus at the testing site. \$500 if required to move apparatus on public roads.

Out of Service Fee: \$500 if an originally scheduled apparatus is out of service and an additional appointment is necessary for testing the OOS apparatus.

Missed Appointment Fee: \$750 for a customer "no show" on a confirmed appointment.

Crew Hourly Rate: \$300/hr for time the crew has to wait if testing is delayed due to circumstances under the customer's control (such as water supply delays or apparatus transit delays.)

Return Fee: \$300 if we need to return to the customer location to test missed items or finish testing due to customer related requests or circumstances.

Thank you for the opportunity to quote you for this service.

Accepted date

Accepted by



Manalapan Township Fire Co. No. 1

5 Sweetmans Lane, Manalapan, NJ 07726

Phone: 732-426-1996

Info@mtfc1.org | www.mtfc1.org

William Frueh
President

Tommy Kirkland
Chief

Michael Bisogna
Vice-President

Adam Keaney
Assistant Chief

President's Report – July 2025

President's Report – June

In June, we participated in the Manalapan Day event, which saw an outstanding turnout from our membership. ATV 1 was also on display and drew significant interest. This event marked the debut of our newly purchased tablecloths, generously funded by the commissioners.

We received interest from a few potential new members during the event, and the Chief has since reached out to them.

Our next event is the 3rd Annual *Ice Cream with a Firefighter*, taking place this Sunday from 4 PM to 8 PM at Jake's Cree Mee Freeze. During the event, we will be offering free giveaways and raffling off prizes donated by our generous sponsors:

- Dave & Buster's (Freehold)
- Target (Manalapan)
- Servers 4 Hire of NJ
- Stelz Bakery

These sponsors have donated gift cards that will be included in a drawing for attendees.



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Assistant Chief

Jake's Cree Mee Freeze is also kindly donating free ice cream for all attending members and any children who come up to engage with us.

This event was advertised in various township facebook groups as well as the patch doing an article about it and advertising the event.

We warmly invite the commissioners to join us for this special event. We have many more exciting community events planned in the near future.

Respectfully submitted,
Michael Bisogna
Vice President
Manalapan Township Fire Company #1

ENGLISHTOWN FIRE DEPARTMENT



POST OFFICE BOX 1 – 3 SOUTH MAIN STREET – ENGLISHTOWN, NEW JERSEY 07726
732-446-4818 • FAX 732-446-8285

Englishtown Chief's Report Manalapan Fire District #2 Meeting July 2nd, 2025

District 2 Incidents for June 2025

26-2's Area: 12 Incidents for 11 Man Hours

26-2's Primary Response Area: 8 Incidents for 5 Man Hours

Total Man Hours for District 2 Calls: 16 Man Hours

Training

N/A

Purchase Requests

None.

Other Notable Mentions

All Apparatus are in service. Our new Engine final inspection is tentative for this January.

- Fuel Log

Regards,
Chief O'Brien

ENGINEER TRUCK REPORT FOR JUNE / 2025 :

- #67 BROUGHT TO DEALER TO REPAIR RADIO PROBLEM. - IN HOUSE
COMPLETE CHASSIS SERV. TOP OFF ALL FLUIDS. - QUALITY LO
- #78 MONTHLY REGEN SYSTEM. - IN HOUSE
- #80 ANNUAL CHASSIS, pump, GEN. SERVICE. - FIRE APPAR
- #82 TOP OFF D.E.F. TANK $\frac{1}{2}$ GALL. FLUID. - IN HOUSE
AIR UP ② FR. TIRES. - " "
- #90 REMOVE LIGHT ON BUCKET TO BE REPLACED. - IN HOUSE
LUBRICAT AIR EJECT CONNECTION. - IN HOUSE
INSTALL NEW REAR CAMERA. - FIRE APPAR
- #96 TIGHTEN LFR MARKER LIGHT BRACKET. - IN HOUSE
- #98 TOWED TO FREEHOLD FORD. - FREEHOLD
REPLACED BOTH TRANS. COOLING LINES + REFILL TRAN. - " FORD
1 RECALL CORRECTED. - " "
COMPLETE CHASSIS SERV. + TOP OFF ALL FLUIDS. - QUALITY LO
RESET CHANGE ENG. OIL LITE ON DASH. - " "
INSPECT VEHICLE @ DMV. EXP. 8/27/ . - DMV

ALL VEHICLES ARE IN SERVICE @ THIS TIME.

Respectfully Submitted :

Manalapan Fire District #2

Meeting Date: 07/02/2025

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Bookkeeper's Report

May bank statement completed.

Respectfully Submitted,

Consetta Ellison

Bookkeeper

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

July 2, 2025 Bill List

ADP	14,807.80
All Hands Fire Equipment	926.87
American Cloud Services	335.00
Charles Sacco	75.64
Continental Fire & Safety	1,809.00
Craig Mortman	76.77
Document Solutions Leasing	104.71
Englishtown Fire Department	14,027.00
Fire Apparatus Repair	3,380.00
Frank Toia	75.64
Freehold Ford	2,485.88
Hathazi Garage Doors, LLC	495.00
J Swanton Fuel Oil Co.	1,278.91
Jersey Auto Supply	43.98
Manalapan Fire Co. #1	40,543.75
Michael Digirolamo	75.64
NetLink	1,632.00
NetLink Web Services, LLC	614.00
New Jersey Commercial Laundry	300.00
Prendergast Landscape Contractors, Inc.	831.00
Quality Lube Plus	152.98
Richard Primiano	10.35
Stanley Sorscher	75.64
Timothy Kirkland	608.75
Timothy Leitstein	53.30
Urgent Care Physicians of New Jersey, LLC	380.00
US Bank	4,625.00
Verizon	129.65
Verizon Wireless	1,145.11

TOTAL

91,099.37

Respectfully submitted,

Timothy Kirkland
Treasurer