

Commissioner Meeting
March 5th, 2025

The regular scheduled meeting was called to order by, Commissioner Carolyn Flannery at 8pm. Mr. Frank Toia 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 (virtual), Kirkland, Primiano, Flannery and Hogan were present. Bookkeeper Mrs. Connie Ellison, IT Officer Peter Hall and Administrator Mr. John Marini were present. Sign in sheet was on the table for attendance.

Commissioner Carolyn Flannery asked if there were any questions regarding the Meeting minutes for February 5th, 2025. There were no questions. Commissioner Timothy Kirkland made a motion to approve the minutes and 2nd by Commissioner Richard Primiano. Approved by all.

Chief Tom Kirkland: Report was read and submitted. The total number of calls for the month:

Calls in 26-2

1 Call in 12-1

4 Calls in 32-1

1 Call in 16-1

1 Call in 19

Training and Drills

March 3 – Work Detail

March 10 – Monthly Business Meeting

March 17 – Building Familiarization S & A Molders

March 24 – Smokehouse Monmouth County

March 31 – Standpipe Drill

April 7 – Work Detail

Purchase Requests – Pair of Firefighting boots for Asst. Chief Keaney \$700.00. Hand Tools from Home Depot to outfit tool bags in the amount of \$1,500.00

Engineer Sonny Sorscher: Report was read and submitted

President Bill Frueh: Report was read and submitted: Coffee with a firefighter Feb 16, 2025 went well. Feb 19, 2025 attended The Get Involved with Community Event.

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

IT Officer Peter Hall: Virtual - Reported the internet is good. The 3- year security subscription is due for renewal. The amount is \$2,277.00. The license for the Chiefs computer is needed. The cost is \$150.00/yr. for the online version and \$360.00 for the

local installed version. Upgrade for the tablet mounts for the Chiefs vehicle is needed the cost is \$250.00.

Safety Officer Frank Toia: All is well with the Garage Doors. They are in working order.

Insurance: Administrator Mr. John Marini: Phones problem in the office is fixed. 4 physicals passed. Need quote for garage doors must have 3 quotes.

Legal: Mr. Joseph Youssouf: All good. Mr. Youssouf gave out the schedule for the Commissioners meetings for the year 2025 and it was advertised in the Asbury Park Press.

Auditor Mr. Ron Petrics: Need to get the Audit started for 2025.

Bookkeeper: Connie Ellison: Report was submitted. The budget was passed.

Old Business: None

New Business: Commissioner Timothy Kirkland notified all commissioners of the I Chiefs convention which will be August 13th– 15th. Please Contact Commissioner Timothy Kirkland asap if you will be attending. Commissioner Timothy made a motion to purchase the following equipment and 2nd by Commissioner Richard Primiano:

Chief Thomas - purchases in the amount of \$2,200.00.

IT Officer Peter Hall – purchases in the amount of \$3,037.00.

Approved by all.

Commissioner Carolyn Flannery made a motion for PLC Contractors to service the grounds at the firehouse and 2nd by Commissioner Richard Primiano. Approved by all.

A motion to open the meeting to the public was made by Commissioner Timothy Kirkland 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 Richard Primiano. Approved by all.

Treasure Report: Commissioner Timothy Kirkland Presented the Bill List in the amount of \$51,499.01. Commissioner Carolyn Flannery made a motion to pay bills in the amount of \$51,499.01 and 2nd by Commissioner Richard Primiano. Approved by all.

Next Commissioner Meeting will be held April 2nd, 2025 8pm at the Firehouse.

There was no further business therefor Commissioner Timothy Kirkland made a motion to adjourn the meeting at 8:40pm and 2nd by Commissioner Carolyn Flannery. 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

March 2025 Chief's Report

Calls for the Month

A total of 31 calls for service were responded to with a total of 44.39 Staff hours.

- 24 calls in 26-2 Manalapan Dist. 2
- 1 call in 12-1 Englishtown Borough
- 4 calls in 32-1 Millstone Twp
- 1 call in 16-1 Freehold Twp Dist. 1
- 1 call in 19 Howell Twp

Incident Type

- 10 Alarms
- 4 Fires
- 6 Hazardous Conditions
- 2 Rescue/ EMS Assist
- 9 Service Calls

A total of one (1) incident apparatus did not respond due to staffing.

- Carbon monoxide alarm Dist. 26-2
- Seven (7) incidents apparatus responded light crew.

Training and Drills

- Mar 3 – Work Detail
- Mar 10 - Monthly Business Meeting
- Mar 17 – Building familiarization S & A Molders
- Mar 24 – Smokehouse Monmouth County
- Mar 31 – Standpipe drill
- April 7 - Work Detail

- FF Ryan Spivey has successfully completed FF1 through Middlesex Fire Academy.
- Lieutenant Leitstein attended Ice Rescue training with 12-1.
- FP Craig Mortman is attending ICS 200 at the Monmouth County Fire Academy.
- 3/16 26-2-96 will be participating in the Monmouth County Taskforce drill.
- June the fire company will be hosting JCK Academy for Building the Water Supply Infrastructure.

Equipment

- Turnout gear has arrived and is in the process of being distributed.
- AED pads for firehouse AED, adult pads have arrived the pediatric pads are on back order.
- Chief 360 is up and running
- Surplus of 4 Motorola HT 1250 portable radios from 26-2-90. These are being replaced by the radios received from Monmouth County Sheriff's.

Purchase Requests

- Pair of Firefighting boots for Asst Chief Keaney \$700.00

① NB
② Insurance up Asst program
③ PLC
④ Security wall 2,277
Computer

- Hand tools from Home Depot to outfit tool bags for 26-2-78, 26-2-82 & 26-2-90 \$1,500.00.

Membership

- Four members have now participated in physicals through Atlantic Outpatient Services, and have received letters of fitness for duty.
- An additional prospective member is pending clearance.

Miscellaneous

- Draft copies of revised policies on HazComm/RTK, Respiratory Protection & Digital Imagery/social media have been submitted for review.
- The Officers are reviewing Fire Police as one new member and some existing have expressed interest in reviving the program.
- ESO onboarding is in progress. Conference calls were conducted for setup and transfer of existing data, staffing & payroll.
- Opticom update.
 - Millhurst/Sweetmans awaiting confirmation intersection has been returned to DOT
 - Crossing La request is processed and is going through internal review
 - Pegasus Blvd request is processed and is going through internal review
 - Woodward Rd has been approved being done as part of major access project
 - Turnaround is processed and ready for work order
 - Smithburg/iron Ore Rd is in the process of approvals

Engineer's Report

Provided by Engineer S. Sorcher

Respectfully submitted,

Thomas Kirkland
Chief

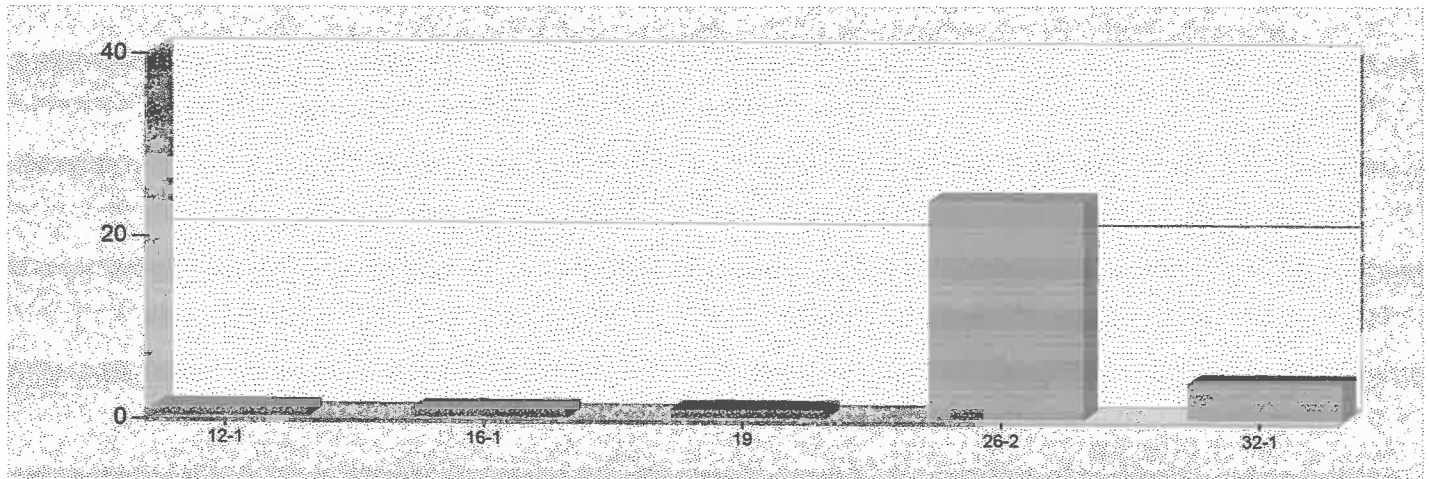
Manalapan Fire District #2

Manalapan, NJ

This report was generated on 3/3/2025 12:22:09 AM

Incident Type Count per Zone for Date Range

Start Date: 02/01/2025 | End Date: 02/28/2025



ZONES	INCIDENT TYPE	COUNT
12-1 - ENGLISHTOWN FD		
	611 - Dispatched & cancelled en route	1
	Total Incidents for 12-1 - ENGLISHTOWN FD:	1
16-1 - FREEHOLD TWP FD		
	611 - Dispatched & cancelled en route	1
	Total Incidents for 16-1 - FREEHOLD TWP FD:	1
19 - Howell Twp		
	111 - Building fire	1
	Total Incidents for 19 - Howell Twp :	1
26-2 - MILLHURST FD		
	140 - Natural vegetation fire, other	1
	143 - Grass fire	1
	311 - Medical assist, assist EMS crew	1
	322 - Motor vehicle accident with injuries	1
	400 - Hazardous condition, other	2
	412 - Gas leak (natural gas or LPG)	1
	420 - Toxic condition, other	1
	445 - Arcing, shorted electrical equipment	1
	463 - Vehicle accident, general cleanup	1
	531 - Smoke or odor removal	2
	611 - Dispatched & cancelled en route	1

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



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Doc Id: 1404
Page # 1 of 2

ZONES	INCIDENT TYPE	COUNT
	622 - No incident found on arrival at dispatch address	1
	631 - Authorized controlled burning	1
	651 - Smoke scare, odor of smoke	1
	736 - CO detector activation due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	3
	744 - Detector activation, no fire - unintentional	2
	745 - Alarm system activation, no fire - unintentional	1
	746 - Carbon monoxide detector activation, no CO	1
	<i>Total Incidents for 26-2 - MILLHURST FD:</i>	<i>24</i>
32-1 - MILLSTONE TWP FD		
	111 - Building fire	1
	611 - Dispatched & cancelled en route	1
	745 - Alarm system activation, no fire - unintentional	2
	<i>Total Incidents for 32-1 - MILLSTONE TWP FD:</i>	<i>4</i>
Total Count for all Zone:		31

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



Manalapan Fire District #2

Manalapan, NJ

This report was generated on 3/3/2025 12:23:08 AM

Personnel Count for Apparatus for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Apparatus: All Apparatus | Start Date: 02/01/2025 | End Date: 02/28/2025

INCIDENT #	DATE	INCIDENT TYPE	PERSONNEL RESPONDED	APPARATUS ID	# RESPONDED
2025-48	02/01/2025	744 - Detector activation, no fire - unintentional	Thomas Kirkland	2-66	1
2025-48	02/01/2025	744 - Detector activation, no fire - unintentional	Adam Keaney , Arkadey Klots	2-78	2
2025-49	02/02/2025	111 - Building fire	Arkadey Klots, Frank Toia	2-96	2
2025-49	02/02/2025	111 - Building fire	Adam Keaney , Thomas Kirkland, Ryan Spivey, Jessica-Lee Ward	2-78	4
2025-50	02/04/2025	651 - Smoke scare, odor of smoke	Arkadey Klots, Tim Leitstein	2-90	2
2025-50	02/04/2025	651 - Smoke scare, odor of smoke	Michael Bisogna, David Geyer, Frank Toia	2-78	3
2025-51	02/07/2025	745 - Alarm system activation, no fire - unintentional	Thomas Kirkland	2-66	1
2025-51	02/07/2025	745 - Alarm system activation, no fire - unintentional	Adam Keaney	2-67	1
2025-52	02/08/2025	463 - Vehicle accident, general cleanup	Thomas Kirkland	2-66	1
2025-52	02/08/2025	463 - Vehicle accident, general cleanup	Arkadey Klots, Tim Leitstein, Ryan Spivey, Jessica-Lee Ward	2-82	4
2025-53	02/10/2025	744 - Detector activation, no fire - unintentional	Thomas Kirkland	2-66	1
2025-54	02/11/2025	631 - Authorized controlled burning	Arkadey Klots, Frank Toia	2-93	2
2025-55	02/13/2025	311 - Medical assist, assist EMS crew	Arkadey Klots, Frank Toia	2-82	2
2025-56	02/16/2025	745 - Alarm system activation, no fire - unintentional	Ryan Spivey, Tim Leitstein	2-90	2
2025-56	02/16/2025	745 - Alarm system activation, no fire - unintentional	Michael Bisogna, Billy Frueh, Frank Toia , Jessica-Lee Ward	2-82	4
2025-57	02/16/2025	745 - Alarm system activation, no fire - unintentional	Thomas Kirkland, Ryan Spivey, Frank Toia	2-78	3
2025-58	02/16/2025	400 - Hazardous condition, other	Adam Keaney	2-67	1
2025-58	02/16/2025	400 - Hazardous condition, other	Mathew Hardy, Ryan Spivey, Frank Toia , Jessica-Lee Ward	2-78	4
2025-59	02/17/2025	743 - Smoke detector activation, no fire - unintentional	Thomas Kirkland	2-66	1
2025-59	02/17/2025	743 - Smoke detector activation, no fire - unintentional	Adam Keaney	2-67	1
2025-59	02/17/2025	743 - Smoke detector activation, no fire - unintentional	Michael Bisogna, Arkadey Klots, Tim Leitstein, Frank Toia	2-78	4
2025-60	02/17/2025	400 - Hazardous condition, other	Adam Keaney	2-67	1
2025-60	02/17/2025	400 - Hazardous condition, other	Tim Leitstein	2-98	1
2025-60	02/17/2025	400 - Hazardous condition, other	Michael Bisogna, Arkadey Klots, Frank Toia	2-78	3
2025-61	02/17/2025	611 - Dispatched & cancelled en route	Michael Bisogna, Mathew Bond, Arkadey Klots	2-78	3
2025-62	02/17/2025	420 - Toxic condition, other	Michael Bisogna, Mathew Bond, Frank Toia	2-78	3
2025-63	02/17/2025	445 - Arcing, shorted electrical equipment	Thomas Kirkland	2-66	1
2025-63	02/17/2025	445 - Arcing, shorted electrical equipment	Adam Keaney	2-67	1

Counts the number of personnel who responded on the selected APPARATUS for the INCIDENT TYPE RANGE and DATE RANGE. Only REVIEWED Incidents included.



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Doc Id: 964
Page # 1 of 2

INCIDENT #	DATE	INCIDENT TYPE	PERSONNEL RESPONDED	APPARATUS ID	# RESPONDED
2025-63	02/17/2025	445 - Arcing, shorted electrical equipment	Mathew Bond, Mathew Hardy, Arkadey Klots, Tim Leitstein, Ryan Spivey, Jessica-Lee Ward	2-78	6
2025-64	02/18/2025	611 - Dispatched & cancelled en route	David Geyer, Adam Keaney, Arkadey Klots, Frank Toia	2-78	4
2025-65	02/18/2025	531 - Smoke or odor removal	Thomas Kirkland	2-66	1
2025-65	02/18/2025	531 - Smoke or odor removal	Adam Keaney	2-67	1
2025-65	02/18/2025	531 - Smoke or odor removal	David Geyer, Tim Leitstein, Frank Toia, Jessica-Lee Ward	2-78	4
2025-66	02/19/2025	746 - Carbon monoxide detector activation, no CO	Thomas Kirkland	2-66	1
2025-66	02/19/2025	746 - Carbon monoxide detector activation, no CO	Adam Keaney	2-67	1
2025-67	02/21/2025	743 - Smoke detector activation, no fire - unintentional	Thomas Kirkland	2-66	1
2025-67	02/21/2025	743 - Smoke detector activation, no fire - unintentional	Adam Keaney	2-67	1
2025-67	02/21/2025	743 - Smoke detector activation, no fire - unintentional	David Geyer, Arkadey Klots, Craig Mortman	2-78	3
2025-68	02/23/2025	143 - Grass fire	Thomas Kirkland	2-66	1
2025-68	02/23/2025	143 - Grass fire	Michael Bisogna, David Geyer	2-93	2
2025-68	02/23/2025	143 - Grass fire	Craig Mortman, Ryan Spivey, Frank Toia, Jessica-Lee Ward	2-78	4
2025-69	02/23/2025	140 - Natural vegetation fire, other	Thomas Kirkland	2-66	1
2025-69	02/23/2025	140 - Natural vegetation fire, other	Michael Bisogna, Jessica-Lee Ward	2-93	2
2025-69	02/23/2025	140 - Natural vegetation fire, other	Mathew Hardy, Ryan Spivey, Frank Toia	2-78	3
2025-70	02/24/2025	611 - Dispatched & cancelled en route	Thomas Kirkland	2-66	1
2025-71	02/24/2025	111 - Building fire	Michael Bisogna, Thomas Kirkland	2-96	2
2025-72	02/24/2025	736 - CO detector activation due to malfunction	Thomas Kirkland	2-66	1
2025-72	02/24/2025	736 - CO detector activation due to malfunction	Adam Keaney	2-67	1
2025-72	02/24/2025	736 - CO detector activation due to malfunction	Mathew Hardy, Arkadey Klots, Tim Leitstein, Ryan Spivey, Frank Toia, Jessica-Lee Ward	2-78	6
2025-73	02/26/2025	622 - No incident found on arrival at dispatch address	Thomas Kirkland	2-66	1
2025-73	02/26/2025	622 - No incident found on arrival at dispatch address	Adam Keaney	2-67	1
2025-84	02/26/2025	322 - Motor vehicle accident with injuries	Adam Keaney	2-67	1
2025-74	02/26/2025	743 - Smoke detector activation, no fire - unintentional	Thomas Kirkland	2-66	1
2025-74	02/26/2025	743 - Smoke detector activation, no fire - unintentional	Arkadey Klots, Tim Leitstein, Frank Toia	2-78	3
2025-75	02/28/2025	531 - Smoke or odor removal	Thomas Kirkland	2-66	1
2025-75	02/28/2025	531 - Smoke or odor removal	Adam Keaney	2-67	1
2025-75	02/28/2025	531 - Smoke or odor removal	David Geyer, Arkadey Klots, Craig Mortman, Frank Toia	2-78	4
2025-76	02/28/2025	412 - Gas leak (natural gas or LPG)	Thomas Kirkland	2-66	1
2025-76	02/28/2025	412 - Gas leak (natural gas or LPG)	David Geyer, Arkadey Klots, Frank Toia	2-78	3
2025-77	02/28/2025	611 - Dispatched & cancelled en route	Thomas Kirkland	2-66	1
2025-77	02/28/2025	611 - Dispatched & cancelled en route	Adam Keaney	2-67	1

Counts the number of personnel who responded on the selected APPARATUS for the INCIDENT TYPE RANGE and DATE RANGE. Only REVIEWED Incidents included.





Manalapan Fire Co #1

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

Hazard Communication & N.J. Right-to-Know Program

Purpose

The purpose of this policy is to establish a program and procedures for the safe use of hazardous chemical substances at the Manalapan Township Fire Company fire station. This Program serves to meet the requirements of 29 CFR 1910.120 and N.J.A.C. 8:59 Worker and Community Right-to-Know Act.

The Manalapan Township Fire Company has two involvements with the Worker and Community Right-to-Know Act:

- i. As an employer
- ii. As a planner and responder to local emergencies

Roles and Major Responsibilities

The Chief of the Department in consultation with the Safety Officer has overall responsibility for the written program and responsibility for the annual review and update of the written program and Central File.

The Board of Trustees shall prepare and maintain a list of the hazardous chemicals in this facility annually. The list shall be continually updated as necessary and is included in Appendix A of this program. If needed, the New Jersey Right-to-Know inventory in accordance with the New Jersey Worker and Community Right to Know Act.

The Fire Chief or his/her designee shall maintain the fire company's Central File consisting of the Safety Data Sheet (SDS) on all products containing hazardous chemicals and Hazardous Substance Fact Sheets (HSFS) when available from the NJ Department of Health, and places copies of the SDS and HSFS in the Central File and SDS / HSFS Binder located in the radio room.

Each Manalapan Township Fire Company facility that uses or stores hazardous chemicals will maintain a facility chemical inventory and relevant Safety Data Sheets and Hazardous Substance Fact Sheets at the facility. The inventory and SDS and HSFS shall always be readily available to employees at each station in the central file binder located in the radio room.

If a SDS is missing, or was not supplied with the shipment, the Fire Chief or his/her designee shall contact the manufacturer or supplier within 3 working days.

New products that are planned to be used at a District facility must be approved by the Safety Officer, who will request and review SDS before the product's use.

All firefighters and employees will participate in this hazard communication program.

The Fire Chief will make the program available for review by an interested employee and address questions about this program from employees.

Labels and Warning Systems

The labeling system to be used by Manalapan Township Fire Company will follow the requirements in the current revision of the OSHA Hazard Communication Standard to be consistent with the United Nations Globally Harmonized System (GHS) of Classification of Labeling of Chemicals. The label on the chemical is intended to convey information about the hazards posed by the chemical through standardized label elements; including symbols, signal words and hazard statements.

Each container of hazardous chemicals received from the chemical manufacturer or distributor will be labeled with the following information:

- The original manufacturer's label that includes a product identifier,
- an appropriate signal word, hazard statement(s),
- pictogram(s),
- precautionary statement(s) and,
- the name, address, and telephone number of the chemical manufacturer, importer, or other responsible party

The safety Officer shall ensure that each container of hazardous chemicals in this workplace is properly labeled as required by the PEOSH HCS, and updates the labels as necessary if they should become illegible, fall off the container, or are obscured in any manner. Containers not bearing a proper label are not accepted by our facility.

Employees transferring hazardous materials from a labeled container to a portable container intended only for their immediate use during the work shift, do not have to label the portable container. If the portable container is stored beyond the employee's shift, or will be used by other workers, the employee shall label the portable container with the material name, warning information, and the manufacturer / supplier name and emergency phone number from the properly labeled larger container.

Safe Chemical Handling at the Fire Stations

Firefighters and employees shall read the Safety Data Sheet before using hazardous chemical substances.

Firefighters and employees shall wear personal protective equipment required in the Safety Data Sheet for the material. Firefighters and employees are encouraged to wear personal protective equipment recommended in the Safety Data Sheet.

Firefighters and employees shall use hazardous substances taking precautions directed in the Safety Data Sheet.

Firefighters and employees shall store hazardous substances as directed by the substance's Safety Data Sheet.

Only the quantity needed for the task shall be stored on the workbench or in the work area.

Hazardous chemicals shall be disposed of in accordance with the Safety Data Sheet and local hazardous chemical regulations.

On occasion, employees and firefighters may be required to perform non-routine tasks that may involve the use of hazardous substances. Non-routine tasks may include repairs and/or maintenance to the station or equipment. Employees shall inform their immediate supervisor that the non-routine task will be performed.

A special training course will be conducted to inform employees of the potentially hazardous chemicals they may be exposed to during the non-routine operation and measures they can take to avoid those exposures.

Outside licensed or certified contractors shall be utilized for the performance of certain non-routine tasks, such as but not limited to entry to confined spaces, breaking and opening piping systems, and welding and burning.

Contractors and Vendors

Contractor working in the stations or grounds of the Manalapan Township Fire Company will be informed of the hazardous chemicals to which the contractor's employees may be exposed while performing their work. The contractor will take appropriate protective measures, as determined by the SDS provided. The Manalapan Township Fire Company also will confer with the contractor's management as appropriate to discuss any hazards particular either to the work the contractor will be performing or the work area in which the work will be performed.

The Manalapan Township Fire Company will require any contractor who intends to bring any hazardous chemicals to the workplace to provide an SDS for each such chemical. The contractor will further be required to explain (orally or in writing) any precautionary measures necessary to protect employees during normal operation conditions or in foreseeable emergencies. The contractor also will explain his company's system for labeling hazardous chemicals.

The Manalapan Township Fire Company will train, or require the contractor to train, firefighters and employees who may be exposed to hazardous chemicals used by the contractor.

Receiving and Handling RTK Inventories from the Community

The Manalapan Township Fire Company in conjunction with the Manalapan Fire Bureau receive copies of RTK Surveys completed by public employers and Community RTK Surveys completed by private employers for facilities located within our jurisdiction every year. The surveys tell what hazardous chemicals are present at these facilities, their quantities and locations. The Fire

Chief or his/her designee shall receive and maintain a file of the Community inventories, and a complete set of HSFs or SDSs which it receives from certain reporting facilities, or both. This will allow firefighters to look up specific information on hazardous substances for any facility that they may be required to respond.

The information will be carried on apparatus or otherwise made available to officers during an incident. Describe how it will be accessible to IC through on site hazardous material inventory records mandated through local fire codes.

The information community RTK surveys shall be shared to the fire company training officer so can also be used in training.

Firefighter and Employee Training

Every firefighter or employee who works with, or has the potential for exposure to hazardous chemicals under normal conditions of use or in foreseeable emergencies, will receive initial and refresher training in accordance with the Hazard Communication Standard on the safe use of hazardous chemicals.

Before their initial assignment that may expose them to hazardous chemicals, employees must attend a hazard communication training that covers the following topics:

- An overview of the requirements in OSHA's Hazard Communication Standard.
- Hazardous chemicals present in their workplace.
- Operations where hazardous chemicals are used.
- The location of the written Hazard Communication Plan, and the Right-To-Know and Hazard Communication inventories and SDS / HSFs Binders.
- How to access, understand and use the information on labels and in Safety Data Sheets.
- Physical and health hazards of the chemicals in their work areas.
- Methods used to detect the presence or release of hazardous chemicals in the work area.
- Steps we have taken to prevent or reduce exposure to these chemicals.
- How employees can protect themselves from exposure to these hazardous chemicals through use of engineering controls, safe work practices and personal protective equipment.
- An explanation of labeling present in the workplace.
 - o What are pictograms?
 - o What are the signal words?
 - o What are the hazard and precautionary statements?
- Emergency procedures to follow if an employee is exposed to these chemicals.
- Where copies of the Right To Know brochure can be accessed

The Fire Chief is responsible to ensure that employees receive this training. After attending the training, employees will sign a form verifying that they understand the above topics. Refresher training, which shall be an abbreviated version of initial training, shall be conducted every two years. Training records shall be maintained for the duration of the employee's employment.

ENGINEERS TRUCK REPORT FOR FEB. / 2025

- #67 REPAIR FLAT AT R/R TIRE. — MAN-LUB.
- #78 TIGHTEN DR. SIDE VIEW MIRROR BRACKET. — IN HOUSE
CK. ALL FLUIDS INCLUDING COOLANT IN RADIATOR — " "
REPAIR DRIVER'S ELECTRIC WINDOW. — " "
LUBRICATE DRIVER'S WINDOW TRACKS. — " "
- #82 TOP OFF D.E.F. FLUID W/ $\frac{1}{2}$ GALL. FLUID. — IN HOUSE
- #87 REPLACED WINDOW REGULATOR. — QUALITY LUB.
- #96 REPAIR L/REAR UPPER SCENE LIGHT. — IN HOUSE

NOTE:

REPAIRED ANTI FREEZE LEAK AT HOSE ON Bldg. GENERATOR.
TOP OFF GENERATOR W/ 1 GALL. COOLANT.
RESET SWITCH ON GENERATOR.
ALL VEHICLES ARE IN SERVICE @ THIS TIME.

Respectfully Submitted:



MANALAPAN TOWNSHIP FIRE COMPANY #1

**5 Sweetmans Lane
Manalapan, NJ 07726
Office: (732) 462-1112
Fax: (732) 462-2376**

President: William Frueh

Trustee: Adam Keaney

Manalapan township Presidents report for — Commissioner meeting March 5th 2025

- **Coffee with a firefighter 2/16/25 went well**
- **2/19/25 attended get involved with community event at town hall**

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 March 5th, 2025

District 2 Incidents for February 2025

26-2's Area: 9 Incidents for 10 Man Hours

26-2's Primary Response Area: 7 Incidents for 7 Man Hours

Total Man Hours for District 2 Calls: 17 Hours

Training

- The Englishtown Fire Department completed Ice Rescue Initial and Refresher Training in conjunction with 32-1 during February.

Purchase Requests

None.

Other Notable Mentions

N/A

Regards,
Chief O'Brien

February's Month End Review

- We have had 0 instance(s) of the internet dropping since service was last restored in April.
- The firewall 3-year security subscription is due for renewal as it expires April 30th. The new 3-year Total Security Suite license for renewal is 2,277.00 and would cover it until April 2028.
- A license for MS Office on the Chief's computer is needed. The cost is \$150/yr for the online version, and \$360/yr for the locally installed version.
- An upgrade to the tablet mounts for the Chiefs' vehicles is needed in order to fit the protective case on the tablets. The total cost is \$250.

Respectfully submitted,



Peter Hall
Information Technology Officer

PUBLIC NOTICE

ATTN: All residents of Manalapan Twp. F.D. No.2

The Board of Fire Commissioners Fire District No.2 Manalapan Township have scheduled public meetings for the following specified dates for the year 2025:

March 5
April 2,
May 7,
June 4,
July 2,
August 6,
September 3,
October 1,
November 5,
December 3,
January 7, 2026.

All meetings will be conducted at the Manalapan Twp. F.D. No.2 firehouse Sweetmans Lane Manalapan Township, N.J. and will convene at 8:00 p.m. All members of the public are invited to attend.

**By Order of the Board of Fire Commissioners
Fire District No.2 Manalapan township**

Manalapan Fire District #2

Meeting Date: 03/05/2025

Bookkeeper's Report

DCA email forwarded to Treasurer.

Meet with Treasurer regarding opening/closing CD's.

February bank statement completed.

Respectfully Submitted,

Consetta Ellison

Bookkeeper

Contract

P.O. Box 162
Manalapan, NJ 07726
732-446-9040
www.prendergastlandscapes.com
carol@prendergastlandscaping.com
HIC#13VH01811000 • Pest. Lic#91774B



**VALUED CUSTOMER
PREPAY DISCOUNT**

SAVE 3%
On Your Service For One Full Year

NAME Manalapan Fire Dept.	DATE 2/1/25
STREET 5 Sweetmans Lane	PHONE
CITY, STATE AND ZIP CODE Manalapan, NJ 07726	E-MAIL
APPROX. START DATE	APPROX. FINISH DATE

LAWN SERVICE

Spring Clean-Up: Remove dead branches & tree debris.
Cut lawn 1' to 2' removing any top thatch.
Remove debris from landscape beds. \$ 85.00

Lawn Services: Mowing, trimming, edging & blowing off
grass clippings from sidewalk, driveway & patios.
Approx. 33 cuts @ \$ 52.00 = \$ 1716.00

Leaf Removal: Starting in October, all leaves will be
picked up from the lawn with regular lawn service.
The leaves in the landscape beds will be removed
on the **FINAL CUT** only.
\$ 120.00

Please return signed contract and applicable payment prior to
March 1, 2025.

No work will be started without receipt of signed contract and
applicable payment.

Sq. Ft. 13000 of entire property.

FERTILIZER PROGRAM

EARLY SPRING: Round 1

Balanced Fertilization • Broadleaf Weed Control • Pre-emergent
Crabgrass Control 1st Split Application

SPRING: Round 2

Balanced Fertilization • Broadleaf Weed Control • Pre-emergent
Crabgrass Control 2nd Split Application

LATE SPRING: Round 3

Balanced Fertilization • Surface Insect Control
Fungus Inspection • Pre-emergent Crabgrass Control (if needed)

SUMMER: Round 4

Balanced Fertilization • Grub Control • Nutgrass Inspection

FALL: Round 5

Balanced Fertilization • Broadleaf Weed Control

LATE FALL: Round 6

Winterize Fertilization • Fertilizer with Lime
CRABGRASS WILL BE A PROBLEM WHEN STARTING
PROGRAM AFTER APRIL 1st THIS YEAR

\$ 990.00

**FULL APPLICATION OF
FUNGUS CONTROL WILL
BE AN ADDITIONAL COST.**

OTHER \$ _____

**ALL SEEDING IS EXTRA.
SEEDING IS NEVER INCLUDED.**

\$ _____

Subtotal: 2911.00

Tax: 192.85

Total Cost: 3103.85

Down Payment: _____

Balance: _____

To be paid in 6 monthly payments.

\$ 517.31 \$ 517.31 \$ 517.31 \$ 517.31 \$ 517.31 \$ 517.31
March April May June July Aug.

Comment for Customer: _____

It is agreed as part of the contract for lawn service, that the price shown above shall be paid on or before the due date. If payment is not received within 15 days of due date, there will be a \$50.00 late fee per month until payment is received. Bounced checks will incur a \$100.00 fee per instance.

Acceptance of Contract The above price specifications are satisfactory
and are hereby accepted. I authorize Prendergast Landscape Contractors, Inc. to
do the work as specified. I agree to the conditions and payment terms indicated
above.

Date of Acceptance 3/5/25

Signature _____

Signature _____

See reverse side for Terms and Conditions.

RETURN WHITE COPY • RETAIN YELLOW COPY FOR YOUR RECORDS

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

March 5, 2025 Bill List

ADP	14,681.80
American Cloud Services	335.00
Asbury Park Press	63.16
Charles Sacco	75.64
Chief Technologies, LLC	1,727.00
Document Solutions Leasing	104.71
Emergency Services Marketing Corp., Inc.	735.00
ESO Solutions, Inc.	4,146.15
Fire & Safety Services, LTD	214.88
Gordons Corner Water Co.	2,783.43
Hathazi Garage Doors, LLC	1,375.00
J Swanton Fuel Oil Co.	1,056.77
Michael Digirolamo	75.64
Middlesex County Fire Academy	341.00
NetLink Web Services, LLC	614.00
Quality Lube Plus	35.00
Skylands Area Fire Equipment & Training	18,689.48
Stanley Sorscher	75.64
Timothy Kirkland	79.94
Timothy Leitstein	49.99
Urgent Care Physicians of New Jersey, LLC	1,015.00
Verizon	129.65
Verizon Wireless	1,145.13
WithumSmith & Brown	1,950.00
TOTAL	\$51,499.01


Respectfully submitted,

Timothy Kirkland
Treasurer