

DECEMBER 30, 2015

The Workshop meeting was called to order by Vice Chairman Flannery at 8pm & Mr. Marini led all present with the salute to the Flag. V.C. Flannery 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- Flannery , Primiano, Kirkland & Spevak were present. Hogan & Larson were excused. Sign in sheet was on table for attendance . Others in attendance were: Marini, Keaney & Perrone.

Discussed " Preventative Maint. Contract for 2016 for Generator Power plant out back. Received 2 price quotes for Two Semi Annual Services.
Cooper Power SystemsAnnual Contract cost of \$ 940.00
SBP Industries " " " " of \$ 460.00

Budget & Election to be held on February 20 , 2016.

TREASURER'S REPORT- Kirkland

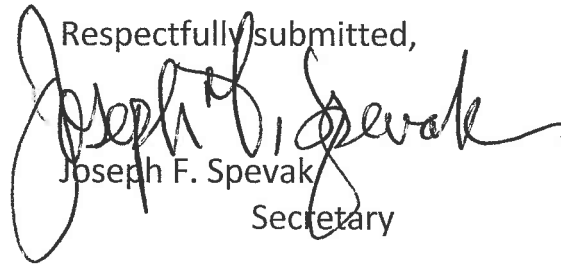
1. Checks were signed
2. Vouchers were signed
3. Transfer money forms were signed
4. Mr. Primiano made a motion to pay bills in the amount of \$173,503.67 & 2nd by Mr. Flannery, approved by all.

Resolution – To transfer fundsTotal of \$ 99,200.00

Motion made by Mr. Kirkland & 2nd by Mr. Primiano, approved by all.

Since there was no further business Mr. Kirkland made a motion for adjournment at 9:10pm & 2nd by Mr. Primiano, approved by all.

Respectfully submitted,



Joseph F. Spevak
Secretary

RESOLUTION

**MANALAPAN TOWNSHIP FIRE DISTRICT #2
December 30, 2015**

WHEREAS, a survey of the disbursements and commitments against the 2015 Budget Appropriations disclosed the necessity for certain adjustments to the Budget Appropriations; and

WHEREAS, Chapter 313, P.L. 1983 of the State of New Jersey permits transfers between certain line item appropriations.

Now, therefore be it resolved by the commissioners of the Manalapan Township Fire District #2, County of Monmouth in the State of New Jersey, that the following transfers be made to and from the line item appropriations indicated:

GENERAL APPROPRIATIONS

TRANSFERS TO:

Acct # 5010 Election	\$900.00
Acct # 5050 Professional Services	\$80,000.00
Acct # 5227 Repairs	\$15,000.00
Acct # 5280 Chiefs Vehicle	\$3,300.00

TOTAL **\$99,200.00**

TRANSFERS FROM:

Acct # 5065 Communication Expense	\$3,200.00
Acct # 5080 Office Furn, File Cabinets, Ect.	\$7,000.00
Acct # 5090 County 911 Dispatch Service	\$3,900.00
Acct. # 5100 Insurance	\$19,900.00
Acct # 5120 Membership & Dues	\$3,100.00
Acct # 5130 Professional Services Physicals	\$13,000.00
Acct # 5150 Supplies Expense-Fuel & Gas	\$13,000.00
Acct # 5160 Training & Education	\$4,000.00
Acct # 5170 Travel Expenses	\$3,300.00
Acct # 5180 Uniforms & Personal Equipment	\$900.00
Acct # 5200 Fire Hydrant Rentals/Services	\$4,900.00

Acct # 5220 Promotion	\$6,000.00
Acct # 5223 Maintenance	\$9,000.00
Acct # 5240 Computer Expense	\$8,000.00

TOTAL	\$99,200.00
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SBP Industries

1301 New Market Avenue
 South Plainfield, NJ 07080
 Phone: 908-412-8630
 Fax: 908-412-8635

Service Quote

Date	Quote #
12/23/15	184517

Customer
Manalapan Firehouse #2 5 Sweetmans Lane Manalapan, NJ 07726

Service Address
Kohler 100 KW Kohler ROZJ Please call Tim Kirkland to meet you at Firhouse 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: Kohler 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: \$ 95.00/Hr. Time and a half: \$142.50/Hr. Double Time: \$190.00/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: For a one year period from date of signing	450.00	450.00T
1	Waste removal Disposal fee : removal of oil, anti-freeze, and other wastes	10.00	10.00T

Quote is valid for 30 days from original date.

Accepted by: _____

Signature: _____

Date: _____

SBP Industries Authorized Signature: _____

Subtotal	\$460.00
Sales Tax (7.0%)	\$32.20
Total	\$492.20

A 5% surcharge will be added to amex payments.

1301 New Market Ave. South Plainfield, NJ 07080

www.sbp4juice.com

sbp@sbp4juice.com

GENERATOR PREVENTATIVE MAINTENANCE SERVICE LOG

DATE: _____

COMPANY: _____

MODELS: _____

SERIAL #: _____

NOTES: _____

CONTACT: _____

LOCATION: _____

PHONE: _____

- _____ 1. Change oil and lube oil filters.
- _____ 2. Remove used oil from premises.
- _____ 3. Change fuel oil elements.
- _____ 4. Service crankcase breather.
- _____ 5. Check manifolds, brackets, mountings, and flex connections.
- _____ 6. Inspect air cleaner element.
- _____ 7. Check coolant level and maintain safe degree of protection. (Self contained cooling systems only Does not apply to water tower or remote radiators. We will service these on a time and material basis at users request.)
- _____ 8. Inspect and adjust fan belts.
- _____ 9. Check pulley hub bearings, lubricate if necessary.
- _____ 10. Check operation of auxiliary water pumps or remote fan motor.
- _____ 11. Check operation of automatic louvers.
- _____ 12. Check operation of remote thermostatic or solenoid valve.
- _____ 13. Repair minor fuel, coolant and lube oil leaks.
- _____ 14. Check operation of jacket water heater.
- _____ 15. Inspect governor slip rings and brushes, clean if necessary.
- _____ 16. Inspect governor linkage, oil level and throttle control.
- _____ 17. Check electronic governor connections and actuator.
- _____ 18. Check Battery electrolyte level and maintain.
- _____ 19. Check operation of charger and or alternator.
- _____ 20. Inspect fuel supply systems for leaks or low levels.
- _____ 21. Determine all valves are correctly opened or closed as the case may be.
- _____ 22. Drain condensate from day tank and check for contamination.
- _____ 23. Check operation of transfer pumps and float switches.
- _____ 24. Operate electric set. Check for correct voltage and frequency. Note conditions.
- _____ 25. Simulate and check operation of each safety shut down device.
- _____ 26. Check operation of generator control instrumentation.
- _____ 27. Check operation of Automatic Start/Stop control and switches.
- _____ 28. Test fault lamps and replace any defective bulbs.
- _____ 29. Check operation of automatic synch equipment.
- _____ 30. Place electric set on line and check operation of transfer switch. (This will only be done with consent from the site engineer.)
- _____ 31. Clean minor accumulators of dust from switchgear.

MAJOR SERVICE INCLUDES ITEMS 1 THRU 31, EXCEPT WHERE NOTED*
MINOR SERVICE INCLUDES ITEMS 7 THRU 31, EXCEPT WHERE NOTED*

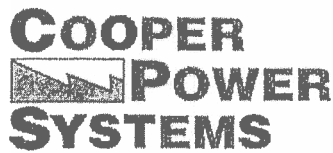
Oil Pressure _____
Water Temp. _____
Voltage - Leg 1 _____
 Leg 2 _____
 Leg 3 _____

Kilowatts _____
Hour Meter _____

Frequency _____
Current - Leg 1 _____
 Leg 2 _____
 Leg 3 _____

Technician's Signature _____

Customer's Signature _____



Preventative Maintenance Contract
Scope of Service Renewal
Commercial Diesel

Bill To: MANALAPAN FIRE DISTRICT #2
PO BOX 54
TENNENT, NJ 07763

Equipment Location: MANALAPAN FIRE DISTRICT 2
5 SWEETMANS LANE
MANALAPAN, NJ 07726

Contract Number: 2817 Coverage Period: 12/01/15-11/30/2016 PM Visits/Year: 2

EQUIPMENT

Generator Make & Model: Kohler 100ROZJ Engine Make & Model: John Deere 6059TF003
Generator Serial Number: 0648224 Engine Serial Number: CD6059T396682

ATS Make, Model, & Serial Number: Asco A3003400416, #601351-17

Diesel Unit

Services are to be performed per equipment manufacturer's applicable instruction manual.

- Inspect Air Cleaner
Inspect Battery & Charging System
Check all AC/DC Connections
Check Voltage & Frequency
Inspect Voltage Regulator
Check Cooling System
Inspect Exhaust System
Check Fuel System (change fuel filter annually)
Check Oil Level (change oil & oil filter annually)
Test unit under load if possible

Additional Commercial Services Available: Please call for pricing.

- Load Bank Testing
Engine Oil Analysis
Coolant Analysis
Fuel Analysis
Opacity Testing

Rates for Additional Service Contract Work:

Labor & Travel: \$125.00
Overtime Labor & Travel: \$187.50
Travel is round trip from Ocean, NJ, or Secaucus, NJ or Hauppauge, NY.

Signature: _____ Date: _____
Name: _____ Daytime Phone: _____
Email Address: _____

Sub-Total: \$940.00
Sales Tax: \$0.00
Total: \$940.00

Email: #ServiceAR@cooper-electric.com

Fax: Authorization to (732) 493-2625
Phone: (732) 774-1058

Mail: CPS, 42 Cindy Lane, Ocean, NJ 07712

Cooper Power Systems

A Division of Cooper Electric Supply Co.

42 Cindy Lane
 Ocean, NJ 07712
 (732) 774-1058 • (800) 843-6435
 Fax (732) 493-2625

70-M Corbin Street
 Bay Shore, NY 11706
 (631) 392-2209

EMERGENCY GENERATOR REPAIR ORDER

BILL TO:
 MANALAPAN FIRE DISTRICT 2
 5 SWEETMANS LANE
 MANALAPAN
 NJ 07726

MILEAGE S/C
 LABOR _____
 TRAVEL _____

DATE 11/10/2015

W/O 100188
 RUNNING HOURS 269.2L/124.9UL
 ANTIFREEZE PROTECTION OK

GEN. MFG. Kohler	MOD. #100ROZJ	SPEC. #PA-189652	SER. #0648224
ENG. MFG. John Deere	MOD. #6059TF003	SPEC. #	SER. #CD6059T396682
ATS. MFG. Asco	MOD. #A3003400416	SPEC. #131659-10	SER. #601351-17

BATTERIES:

ACID LEVEL OK
 LOAD CHECK OK
 CONNECTIONS OK
 CABLES OK

CONTROL A.C.:

VOLTAGE REG. OK
 WIRING OK
 CLEANLINESS OK

AUTO SAFETY SHUTDOWNS:

LOW COOLANT WATER TEMP OK
 OIL PRESSURE OTHER OK

COOLING SYSTEM:

LEVEL FULL/ADDED
 ANTIFREEZE OK
 HOSES OK
 CONN/CLAMPS OK
 RADIATOR OK
 PSI TEST OK
 BLOCKHEATER OK
 FILTERS NA

GOV. & ACTUATORS:

LINKAGE OK
 LUBE OIL OK
 CLEANLINESS OK

LEAKS:

OIL OK
 COOLANT OK
 FUEL OK
 EXHAUST OK

LUBE SYSTEM:

LEVEL FULL
 OIL CONDITION OK
 FILTER CHANGE OK
 OIL CHANGE OK

MANUAL OPERATIONAL CHECKS:

OIL PRESSURE 60PSI
 FUEL PRESSURE OK
 WATER TEMP. 170
 OIL TEMP. OK
 FREQUENCY 60HZ
 AC VOLTAGE 208

EXERCISER:

TIME DELAY ON LINE: _____
 TRANSFER OPERATION: _____
 TIME DELAY TO NORMAL: _____
 TIME DELAY COOL DOWN: _____
 TRANSFERRED Y N
 LOAD BANK TEST Y N

FUEL SYSTEM:

DAY TANK FULL
 LINES OK
 LIFT PUMP OK
 FILTER CHANGE OK

COMMENTS:

REPLACED BELTS, AIR FILTER AND RADIATOR CAP. PERFORMED CHECK UP. FOUND GEN 1/2 GALLON LOW ON COOLANT. WATER PUMP LEAKING FROM WEEP HOLE SHOULD REPLACE. BLOCKHEATER OK. OIL LEVEL OK. 269.2 L 124.9 UL.

ENGINE:

BELTS REPLACE
 STARTERS OK
 AIR FILTERS OK
 BREATHERS OK

S/C INFO:

CONTACT: JOHN MARINI
 PHONE: (732) 446-8326

CONTROLS D.C.:

CONNECTIONS _____

JOB SITE INFO:

PARTS USED:		
QTY.	PART #	DESCRIPTION
1		PM Semi-Annually
1	224358	RADIATOR CAP
1	336593	BELTS
1	253107	AIRFILTER

PARTS NEEDED:		
QTY.	PART #	DESCRIPTION
1		WATER PUMP
2		UPPER LOWER HOSE

CONDITIONS: I hereby authorize the above repair work, holding Cooper Electric Supply Co. harmless from special, incidental damages of any kind.

LABOR HOURS NEEDED: _____

AUTHORIZED SIGNATURE: _____

SERVICE TECHNICIAN: Dan Nole

PRINT NAME: _____

DATE: 11/10/2015

**BOARD OF FIRE COMMISSIONERS
MANALAPAN TOWNSHIP FIRE DISTRICT #2
P.O. BOX 54
TENNETT, NEW JERSEY 07763**

**Bill List
Monthly Meeting December 30, 2015**

Allied Oil, LLC	715.32
Apex Enterprises of Union, Inc.	121,360.26
Auto King Parts & Supplies	270.45
Bailey's Janitorial Services	300.00
Blaze Emergency Equipment, LLC	1,257.21
Cablevision	84.90
Charles Sacco	67.41
Continental Fire & Safety, Inc.	9,099.95
Document Solutions	132.82
Douglas Frueh	67.41
East Coast Emergency Lighting, Inc.	3,484.00
Edward Dillon	67.41
Englishtown Automotive, Inc.	285.00
Gordons Corner Water Co.	2,003.76
Harry's Signworks	500.00
Jersey Coast Fire Equipment	618.85
John Marini	67.41
Joseph Spevak	67.41
Joseph Youssouf	17,069.90
Millhurst Mills, Inc.	1,250.00
New Jersey State Fire Chiefs Association	412.50
New Jersey State Fire Chiefs Association	125.00
Patrick Flannery	67.41
Richard Hogan	67.41
Stockel's Lawn & Landscaping, Inc.	268.83
Taylor Mills Family Medical, P.C.	670.00
Timothy Kirkland	127.63
Verizon	154.02
Verizon Wireless	780.93

William Frueh

450.47

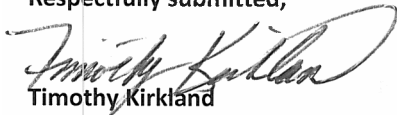
WithunSmith & Brown

11,610.00

TOTAL \$

173,503.67

Respectfully submitted,



Timothy Kirkland
Treasurer

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Timothy Kirkland
Treasurer