

AUGUST 1 , 2018

The regular scheduled meeting was called to order by Chairman Hogan at 8pm & Mr. Spevak led all present with the salute to the Flag. Chairman Hogan then asked everyone to remain standing , for a moment of silence for Englishtown Fireman , Pete Di Benedetto . 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 this meeting held by posting in official newspaper of this District .

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

Chairman Hogan Hogan asked if all Fire Comm had enough time o review minutes of July 11,2018. YES. One mistake under New Business / we're not purchasing a Simulator , only Training on one for \$2,300.00. After correction has been changed . Mr. Kirkland made a motion to accept minutes as read & 2<sup>nd</sup> by Mr. Flannery, approved by all.

#### CHIEF'S REPORT-

Sta. 26-2 .....Chief Keaney reported responding to 63 fire calls w/53.40 manhrs.

Upcoming Events: Reported by Chief Kirkland

1. Aug. 6<sup>th</sup> .....Work Detail
2. Aug. 12<sup>th</sup> .....Fire Co. mtg night
3. Aug. 20<sup>th</sup> .....Drill on Air packs
4. Aug. 27<sup>th</sup> .....Drill on Dry Hydrants

Following items reported by Chief Keaney & his Line Officers :

1. Hogan ,Marini & Di Girolamo taking 26-2-90 to Battleground Country Club on Aug. 2 , 2018 for Wounded Warriors Golfing Event.
2. Chief Keaney taking 26-2-78 to National Night Out at Target Parking lot on Aug. 2 ,2018 with a crew.

Sta. 12-1 .....Chief Sarti was excused from meeting



TRUCK REPORT- Sorscher

1. 26-2-78.....New front brake pads & rotors installed ,adjust front ..Fire & Safety Brakes ,New front wheel bearings ,seals & caps ..... “ ”
2. 26-2-82.....Refill D.E.F. fluid tank /2 gals. .... In House
3. 26-2-87.....Repair wiring to Trucks Mobile Radio..... “ ”  
Annual Chassis Service ..... Eng . Auto
4. 26-2-99.....Annual Chassis Service, New Idler & serpentine belt.... “ ”
5. 26-2-96.....Will be going to Blaze Auto. On Thurs. for Repairs.

IT OFFICER- Hall/Marini

Apple laptop for Engineer .Primiano .

INSURANCE- Soden /Marini

No Problems

ADMINISTRATOR'S REPORT- Marini

1. Purchased (3) cellphones ....Keaney, Kirkland & Spevak.
2. Purchased Apple laptop for Primiano.

PRES. of the Fire Co. – Di Girolamo

Pres. DiGirolamo stated he was given phone number of Vendor , regarding lighting for meeting rooms, outside lights ,etc. He.gave forms to Treasurer of Fire Co. to fill out , needs utility bills ,etc.

LEGAL- Youssouf

- 1 Resolution - Regarding the accepted Audit .year 12/31/17 , to be filled out & sent to Mr. Petrics.
2. Annual Audit Review Group Affidavit must be signed by all (5) Fire Comm & Attorney, then given to Mr. Petrics.
3. Received letter from Mr. Pape , Attorney for Joseph Skeba / Warehouse Project. Mr. Skeba is prepared to participate in funding of the pre-emptive system. The Board of Fire Comm District #2 is making No Decisions regarding this Project. Everything is under review at this time . Mr. Youssouf brought in a set of plans for the Warehouse Project, those plans were given to Chief Keaney to review.
4. NJ Overhead Door / Anthony Chirichello, Owner installed 2ft safety light bars on 10 overhead doors in Firehouse, approx..3/7/18. Cost of \$5,290.00. There

18001 REPORT - October

- 1. 25-2-78... New front in... 2. 25-2-78... New front in... 3. 25-2-78... New front in... 4. 25-2-78... New front in... 5. 25-2-78... New front in...

18002 REPORT - November

Agile report for Engineer...

18003 REPORT - March

At present...

18004 REPORT - March

- 1. Purchased...
- 2. Purchased...

18005 REPORT - March

For... stated he was given phone number...  
... gave phone to...  
... need...

18006 - August

- 1. Resolution - regarding...  
2. Annual Audit review...  
3. ...  
4. ...  
5. ...  
6. ...  
7. ...  
8. ...  
9. ...  
10. ...

were different problems happening with the doors not closing for long periods of time . They were not being repaired in a timely period. Firemen would have stay at Firehouse, because doors wouldn't close. Phone calls weren't returned . The Chiefs were always complaining at meetings . It was discussed practically every meeting. Mr. Kirkland made a motion to remove all safety bars on 10 doors ,get a New Vendor. & 2<sup>nd</sup> by Mr. Primiano ,approved by all.

OLD BUSINESS-

NONE

NEW BUSINESS

NONE

Mr. Primiano made a motion to OPEN PUBLIC PORTION at 8:40pm & 2<sup>nd</sup> by Mr.Flannery, approved by all . No Business Mr. Primiano made a motion to CLOSE PUBLIC PORTION at 8:42pm & 2<sup>nd</sup> by Mr. Flannery, approved by all.

TREASURER'S REPORT- Kirkland

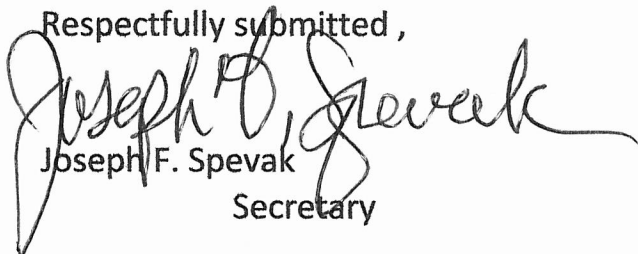
Mr. Flannery made a motion to pay bills in the amount of \$79, 165.51 & 2<sup>nd</sup> by Mr. Primiano, approved by all.

GOOD & WELFARE

1. No Workshop mtg. needed for Aug. 16 , 2018
2. Next Meeting to be Sept. 5 , 2018 .

Since there was no further business Mr. Flannery made a motion for adjournment at 8:46pm & 2<sup>nd</sup> by Mr. Primiano, approved by all.

Respectfully submitted ,



Joseph F. Spevak  
Secretary

were different problems happening with the doors not closing for long periods of time. They were not being repaired in a timely period. There was also some time at the house because doors wouldn't close. There were calls every other day. The doors were always coming at meetings. It was discussed practically every meeting. Mr. Kirkland made a motion to remove all references on the floor. Mr. New Vendor & 3rd by Mr. Primano, approved by all.

OLD BUSINESS

None

NEW BUSINESS

None

The committee made a motion to OPEN PUBLIC PORTION at 8:00pm & 3rd by Mr. Primano, approved by all. Mr. Primano made a motion to OPEN PUBLIC PORTION at 8:00pm & 3rd by Mr. Primano, approved by all.

TREASURER'S REPORT - Kirkland

Mr. Primano made a motion to pay out in the amount of \$29,165.00 & 3rd by Mr. Primano, approved by all.

COOP & WELFARE

1. No work on mtg. needed for next mtg.
2. Next meeting to be Sept. 5, 2018

Since there was no further business Mr. Primano made a motion to adjourn at 8:00pm & 3rd by Mr. Primano, approved by all.

Meeting adjourned  
at 8:00pm  
Sept 5, 2018  
Mr. Primano

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

Bill List  
1-Aug-18

ADP	10,650.82
Allied Oil, LLC	350.31
American Cloud Services	250.00
Apple, Inc.	1,159.00
Charles Sacco	67.41
Continental Fire & Safety	1,116.58
Document Solutions Leasing	112.96
Englishtown Automotive, Inc.	289.76
First Responder Joint Insurance Fund	33,907.00
George Kline Sales	8,128.32
GMIS International	100.00
Jersey Coast Fire Equipment	154.85
Joseph Spevak	67.41
Manalapan Twp. Fire Co. #1	39.75
Michael Digirolamo	67.41
Mooremedical, LLC	698.71
NetLink Web Services, LLC	199.00
Patrick Flannery	67.41
Richard Hogan	67.41
Stockels Lawn & Landscaping, Inc.	696.66
Thomas Anzalone	67.33
Timothy Kirkland	67.41
Verizon Wireless	926.28
Verizon Wireless	73.72
WithumSmith & Brown	19,840.00



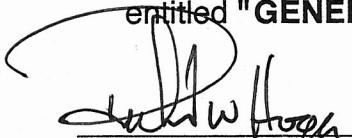


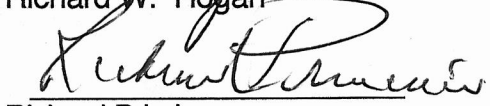
*minutes*

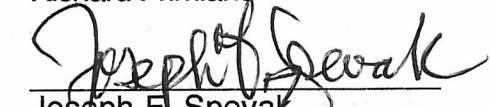
**ANNUAL AUDIT REVIEW  
GROUP AFFIDAVIT**

We, the undersigned members of the Board of Fire Commissioners of Fire District No.2 Manalapan Township, being of full age, duly sworn according to law, upon our oath depose and say:


1. We are the duly elected members of the Board of Fire Commissioners Fire District No.2 Manalapan Township.
  
2. In the performance of our duties, and pursuant to the provisions of N.J.S.A. 40A:5A-17, we have reviewed the Annual Report On Audit for the year ended **12/31/17** and have caused same to be filed with the Municipal Clerk as required by N.J.S.A. 40A: 5A-15. f
  
3. We do hereby certify that we are familiar with the sections of the Audit Report entitled "**GENERAL COMMENTS** " and "**RECOMMENDATIONS** ".

  
 Richard W. Hogan

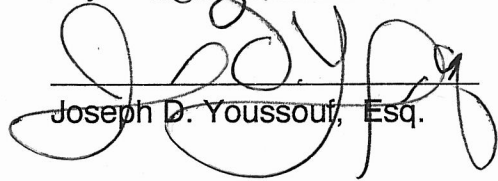
  
 Richard Primiano

  
 Joseph F. Spevak

  
 Timothy D. Kirkland

  
 Patrick Flannery

Sworn and Subscribed to before the undersigned on the 1st day of August, 2018

  
 Joseph D. Youssouf, Esq.

*[Faint, illegible handwriting]*

*[Faint, illegible handwriting]*

*[Faint, illegible handwriting]*

minutes

8/11/18

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO.2 TOWNSHIP OF MANALAPAN ACCEPTING THE REPORT ON AUDIT FOR THE YEAR ENDED 12/31/17**

**Whereas;** N.J.S.A. 40A:14-89 requires boards of fire commissioners to have prepared annually a report on audit of the District's financial books and records; and

**Whereas;** The Board of Fire Commissioners heretofore appointed Ronald Petrics, C.P.A., R.M.A. of Withum, Smith and Brown to perform the audit required by statute and administrative regulations; and

**Whereas;** The Board received the audit for the year ended December 31, 2017 at its regularly scheduled meeting of July 11, 2018 and reviewed same, paying careful attention to the sections of the audit report entitled "General Comments" and "Recommendations" ; and

**Whereas;** The Board finds the Report on Audit to be accurate and acceptable as prepared and notes that there were no recommendations which would require the adoption of a corrective action plan.

**NOW, THEREFORE, BE IT HEREBY RESOLVED,** by the Board of Fire Commissioners of Fire District No.2 Manalapan Township that the audit for the year ended December 31, 2017 is hereby accepted.

**BE IT FURTHER RESOLVED,** that a synopsis of said audit be published in the official newspaper of the Fire District and a copy of the proof of publication be filed with the Division of Local Government Services, State of New Jersey as soon as practicable.

Moved by: **KIRKLAND**

Seconded by: **PRIMIANO**

Roll Call Vote:

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

**KIRKLAND, PRIMIANO, FLAUNERY, SPEVAK**

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No. 2 Township of Manalapan on the 11 day of AUGUST, 2018.

*Joseph P. Spevak*

*[Faint, illegible handwritten text, likely bleed-through from the reverse side of the page.]*

*[Faint, illegible handwritten text, likely bleed-through from the reverse side of the page.]*