

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Friday August 2nd, 2019 in the Formal Meeting Room of the Englishtown Fire Department, 3 South Main St. Englishtown, New Jersey.

The meeting was called to order by Chairman Peter Cooke at 8:07 P.M.

1. Sunshine Statement by Attorney J. Youssouf

Statement is hereby given that adequate notice of this meeting was given by:

1. The mailing of said notice to the Asbury Park Press.
2. The prominent posting of said notice at the Englishtown Fire Department.

Roll Call showed the following members in attendance:

Present: Chairman Peter Cooke, Clerk Victoria Sarti, Treasurer Melissa Scorone, Gerald Maresca, Brian Stonaker

Legal:

- Changes are going to be made to O.P.R.A. regarding the timely manner on a monthly basis. They need to be publicly available within 45 days of the meeting.
- A resolution was proposed for the Board to participate in the BPU Direct install Application. A motion to accept was made by P. Cooke and a second was made by B. Stonaker. Motion passed unanimously.

July 2019 Minutes:

A motion was made by P. Cooke and a Second was made by B. Stonaker to accept the minutes. Motion passed unanimously.

Financial:

For July 2019: A motion was made by P. Cooke and a Second was made by G. Maresca to accept the Bills. Motion passed by unanimous vote.

Auditor/Accountant:

No report. Absent

Chief's Report:

- Total of 44 calls for the month of July 2019 with a total of 80.58 Staff Hours. Breakdown is attached. There were 10 calls in Englishtown Borough. Of the 10 calls, we responded normal staffed to 6, No response to 3 and 1 responded short staff.
- The Staffing issue is more than just our district. Both Manalapan districts are experiencing similar issues as well as around the County. The Commissioners do not feel that they would make any headway with the Manalapan districts to encourage working together.

Administrative Engineer's Report:

- See attached Report
- Motion was made by V. Sarti to approve \$366.00 to repair the ladder from 12-74 second was made by P. Cooke. Motion passed unanimously.

President's Report:

- The personnel door was damaged during a windstorm and Firefighter Jason Carlos will repair it.

Fire Bureau:

- See attached report

LOSAP:

- No Report

Correspondence:

- None

Insurance:

- No Report – Absent

Membership:

- No Report

Old Business:

- T. Kirkland stated that the passes and information for the Tennessee Fire Expo should be in the provided emails. He requested to be reimbursed \$2,574.00 for the passes. P. Cooke asked for a motion to issue a check tonight for that amount. P. Cooke made the motion and V. Sarti second, motion unanimously approved.
- The Flight and Hotel accommodations for Tennessee Fire Expo will be booked pending approval of the board. A motion was made to approve 6 rooms for \$5,490.00 and the Flight for \$1,945.00. A motion to approve the expenses was made by V. Sarti and a second by B. Stonaker. Motion passed by unanimous vote. The following are going: Commissioner Peter Cooke, Commissioner Gerald Maresca, Chief Lou Sarti, Deputy Chief Andrew Hagenberg, FF/EMT/IT Jason Kole, FF/EMT John Spierto

New Business:

- Back of the station – The soffit is clogged, and the metal roof has come loose. The Administrative Engineer will contact a vendor to repair it.
- The Board wants to appoint a paid Information Technologies Person. Jason Kole was suggested by the Board and Chief. The Attorney advised a resolution will be required and a Rate/Salary to be determined. Will be tabled until next month.

Public Open Portion:

- None

Meeting Adjournment: at 9:00 PM. After a motion by G. Maresca and Seconded by V. Sarti and approved by a unanimous roll call vote.

Certified at the September 5th, 2019 regularly scheduled meeting_____

Board Secretary – Victoria L. Sarti

Englishtown Fire District No. 1

Bill List

08/01/19

As of August 1, 2019

Accrual Basis

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							*****
Check	07/05/2019	6494	Optimum	Utilities		128.14	*****
Check	07/05/2019	6495	-Jersey Central Power & Light	Utilities		2,647.87	97,503.08
Check	07/05/2019	6496	First Responder	Dues and Subscriptions		85.00	97,418.08
Check	07/05/2019	6497	NJ E-Z Pass	Trucks		51.45	97,366.63
Check	07/05/2019	6498	RMCB	Trucks		156.15	97,210.48
Check	07/05/2019	6463	Tasc Fire Apparatus	Fire Fighting Equipment		900.00	96,310.48
Check	07/05/2019	6464	Manalapan - Englishtown Board of ...	Fuel		856.39	95,454.09
Check	07/05/2019	6465	Staples	Office Supplies		64.72	95,389.37
Check	07/05/2019	6466	stockel lawn	Building		1,573.44	93,815.93
Check	07/05/2019	6467	NJ Natural Gas	Utilities		225.62	93,590.31
Check	07/05/2019	6468	Family Practice of CentraState	Professional Services...		291.50	93,298.81
Check	07/05/2019	6469	Verizon	Utilities		62.29	93,236.52
Check	07/05/2019	6470	State of nj dept. of labor and workf...	Fringe Benefits		6.08	93,230.44
Check	07/05/2019	6471	Tim Kirkland	Training		140.09	93,090.35
Check	07/05/2019	6472	Verizon Wireless	Utilities		366.89	92,723.46
Check	07/05/2019	6473	new jersey fire equipment	Fire Fighting Equipment		297.77	92,425.69
Check	07/05/2019	6474	Jersey Coast Fire Equipment	Building		250.00	92,175.69
Check	07/05/2019	6475	Jersey Coast Fire Equipment	Building		610.30	91,565.39
Check	07/05/2019	6476	Brunswick Bank & Trust	-SPLIT-		1,179.87	90,385.52
Deposit	07/18/2019			-SPLIT-	225.00		90,610.52
Check	07/18/2019		HP Inc.	Office Supplies		1.00	90,609.52
Check	08/01/2019	6477	Staples	Office Supplies		81.77	90,527.75
Check	08/01/2019	6478	Corbin Electrical Service, Inc	Firehouse Renovations		6,195.00	84,332.75
Check	08/01/2019	6479	Optimum	Utilities		256.28	84,076.47
Check	08/01/2019	6480	Cytracom LLC.	Utilities		600.00	83,476.47
Check	08/01/2019	6481	Jungle Laser, LLC	UFSA Other Expenses		560.00	82,916.47
Check	08/01/2019	6482	Verizon	Utilities		63.49	82,852.98
Check	08/01/2019	6483	NJ Natural Gas	Utilities		260.09	82,592.89
Check	08/01/2019	6484	Family Practice of CentraState	Professional Services...		190.00	82,402.89
Check	08/01/2019	6485	Tim Kirkland	Training		116.73	82,286.16
Check	08/01/2019	6486	Manalapan - Englishtown Board of ...	Fuel		579.59	81,706.57
Check	08/01/2019	6487	Boro of Englishtown	Utilities		194.00	81,512.57
Check	08/01/2019	6488	HP Inc.	Office Supplies		3,138.96	78,373.61
Check	08/01/2019	6489	Blaze Emergency Equipment Com...	Trucks		3,184.57	75,189.04
Check	08/01/2019	6490	Minerva Cleaners	Fire Fighting Equipment		1,965.65	73,223.39
Check	08/01/2019	6491	-Jersey Central Power & Light	Utilities		2,993.01	70,230.38
Check	08/01/2019	6492	Verizon Wireless	Utilities		375.31	69,855.07
Check	08/01/2019	6495	Englishtown Automotive	Trucks		42.95	69,812.12
Total Brunswick Bank Checking					225.00	30,691.97	69,812.12
TOTAL					225.00	30,691.97	69,812.12

Called to set up A/C service and repair for fire house by NJR Services contract

Filled several scott bottles

Made pig tails for extension cords

Started cleaning & organizing engineers room

Spoke with KLR services about 35' ladder waiting for estimate rec. price quote \$ 366

1293 to Englishtown Auto repair muffler system

Assisted 1268 with Corbin Electric for fire house work

1267 and 1230 both had recalls to be taken care of by respective operators .

Contacted blaze about completing Maintenance on 1276

Fuel received for emergency generator from last storm

1287 dead battery charging see how it holds

Mileage for trucks

1274 - 78

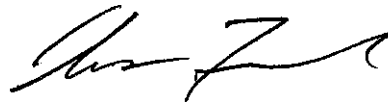
1275 - 75

1287 - 106

1293 - N/A

1276- 0

Administrative Engineer



Thomas Frueh

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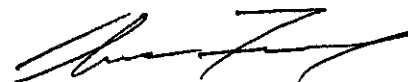
1275 - 75

1287 - 106

1293 - N/A

1276- 0

Administrative Engineer



Thomas Frueh

Englishtown Fire Department

Englishtown, NJ

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Incident Count with Man-Hours per Zone for Date Range

Start Date: 07/01/2019 | End Date: 07/31/2019

ZONE	INCIDENT COUNT	MAN-HOURS
13-12-1 - Englishtown fire department	10	20:58
13-16-1 - Freehold Independent Fire Company	1	4:24
13-26-1 - Gordon's Corner Fire Company	2	19:02
13-26-2 - Manalapan Fire Company #1	19	22:02
13-26-2P - Manalapan Primary Response Area	10	14:24
13-32-1 - Millstone Fire Department	2	0:08
TOTAL	44	80:58

NOTE that this report takes into consideration ONLY those Personnel that are associated with an Apparatus, and that only Reviewed incidents are included in the counts.



Englishtown Fire Department

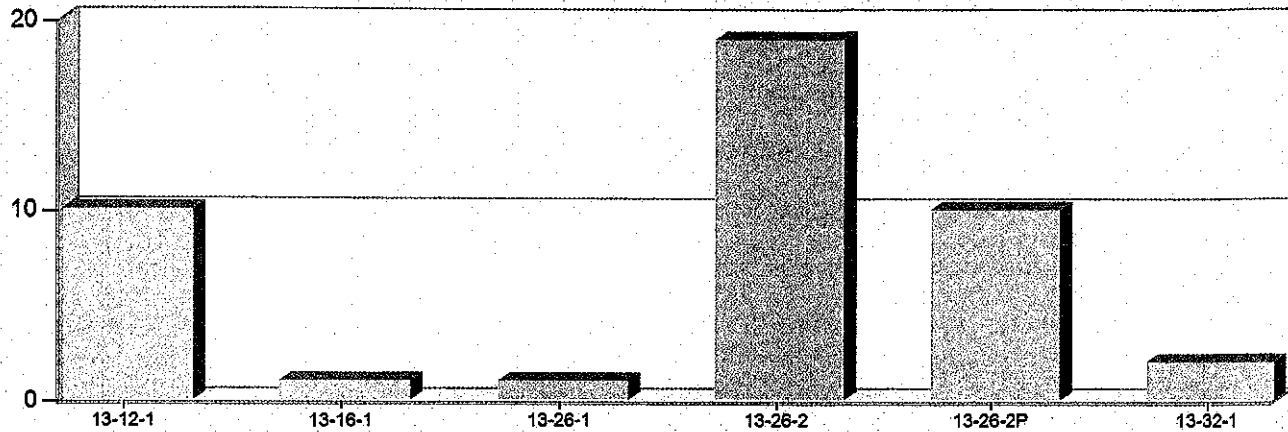
Englishtown, NJ

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Incident Type Count per Zone for Date Range

Start Date: 07/01/2019 | End Date: 07/31/2019



ZONES	INCIDENT TYPE	COUNT
13-12-1 - Englishtown fire department		
	142 - Brush or brush-and-grass mixture fire	1
	142M - Mulch fire	1
	322 - Motor vehicle accident with injuries	1
	424 - Carbon monoxide incident	1
	440 - Electrical wiring/equipment problem, other	1
	653 - Smoke from barbecue, tar kettle	1
	731 - Sprinkler activation due to malfunction	2
	733 - Smoke detector activation due to malfunction	1
	746 - Carbon monoxide detector activation, no CO	1
	<i>Total Incidents for 13-12-1 - Englishtown fire department:</i>	10
13-16-1 - Freehold Independent Fire Company		
	531 - Smoke or odor removal	1
	<i>Total Incidents for 13-16-1 - Freehold Independent Fire Company:</i>	1
13-26-1 - Gordon's Corner Fire Company		
	111 - Building fire	2
	<i>Total Incidents for 13-26-1 - Gordon's Corner Fire Company:</i>	2
13-26-2 - Manalapan Fire Company #1		
	113 - Cooking fire, confined to container	1
	440 - Electrical wiring/equipment problem, other	1
	444 - Power line down	1

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



ZONES	INCIDENT TYPE	COUNT
	445 - Arcing, shorted electrical equipment	1
	551 - Assist police or other governmental agency	1
	611 - Dispatched & cancelled en route	1
	622 - No incident found on arrival at dispatch address	2
	651 - Smoke scare, odor of smoke	1
	733 - Smoke detector activation due to malfunction	3
	735 - Alarm system sounded due to malfunction	7
	<i>Total Incidents for 13-26-2 - Manalapan Fire Company #1:</i>	19
13-26-2P - Manalapan Primary Response Area		
	424 - Carbon monoxide incident	1
	440 - Electrical wiring/equipment problem, other	1
	444 - Power line down	1
	463 - Vehicle accident, general cleanup	1
	531 - Smoke or odor removal	1
	731 - Sprinkler activation due to malfunction	1
	733 - Smoke detector activation due to malfunction	2
	735 - Alarm system sounded due to malfunction	1
	736 - CO detector activation due to malfunction	1
	<i>Total Incidents for 13-26-2P - Manalapan Primary Response Area:</i>	10
13-32-1 - Millstone Fire Department		
	111 - Building fire	1
	735 - Alarm system sounded due to malfunction	1
	<i>Total Incidents for 13-32-1 - Millstone Fire Department:</i>	2
		Total Count for all Zone: 44

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

