

**The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday April 2<sup>nd</sup>, 2020 online utilizing the Webex Meeting App due to the current Covid-19 Pandemic in accordance with The Governor's Office Executive Order during an active State of Emergency.**

The meeting was called to order by Chairman Peter Cooke at 8:14 P.M.

**1. Sunshine Statement by Chairman Peter Cooke**

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

1. The Social Media application Facebook
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 Scarrone, Gerald Maresca  
Brian Stonaker

**Legal:** The Board Attorney reiterated the online meeting regulations and rules set forth by the DCA and the Executive issued by the Governor's Office. Executive Meetings can not be held.

**March 2020 Minutes:** A motion was made by G. Maresca and a Second was made by P. Cooke to accept the minutes. Motion passed by unanimous vote.

**March 2020 Financial:** A motion was made by P. Cooke and a Second was made by B. Stonaker to accept the Bills. Motion passed by unanimous vote.

**Auditor/Accountant:** None

**Chief's Report:**

- Acting Chief A. Hagenberg issued the Chief's report as Chief L. Sarti was on medical leave.
- In the month of March 2020 there were 7 Calls in Englishtown Borough, of the 7 calls 2 were EMS calls, of the 5 remaining calls the department failed to respond to 1 call. The Department also responded to 1 call in District 26-1, 9 calls in District 26-2, 8 in the Primary Response area of District 26-2 and 3 in District 32-1.

- During the Covid-19 Pandemic the Station has been closed to the public since March 13<sup>th</sup>. Beginning March 16<sup>th</sup>, The Station is being staffed from 0800hrs to 2300hrs, Monday – Friday, when staffing is available. This has accounted for 724 staff hours.

**Administrative Engineer's Report:**

- See attached Report

**President's Report:**

- None

**Fire Bureau:**

- No Report

**LOSAP:**

- No report

**Correspondence:**

- None

**Insurance:**

- No Report

**Membership:**

- None

**Old Business:**

- Chief L. Sarti stated that the Officers have decided to post-pone the Nashville Convention and any other trips to see how the restrictions for the Covid-19 Pandemic develops.

**New Business:**

- Commissioner V. Sarti thanked the Fire Department Officers and Members for staffing the Station during the Covid-19 Pandemic. She stated that they are doing a good job.

**Purchase Requests:**

- None

**Public Open Portion:**

- IT Officer J. Kole explained to anyone from the public that was logged on to type their questions in the comments section of the App. There was no response from the public after waiting approximately 5 minutes.

**Meeting Adjournment:** at 8:27 PM. After a motion by V. Sarti and Seconded by G. Maresca and approved by a unanimous roll call vote.

**Certified** at the June 4th, 2020 regularly scheduled meeting due to the May 5<sup>th</sup>, 2020 meeting being cancelled by the Chairman \_\_\_\_\_

Victoria L. Sarti – Board Clerk

Englishtown Fire District No. 1

Bill List

As of April 2, 2020

Type	Date	Num	Name	Split	Debit	Credit	Balance
<b>Brunswick Bank Checking</b>							
Check	03/13/2020	6632	stockel lawn	Building		2,799.00	*****
Check	03/13/2020	6633	Oliver L.E. Soden Agency	Insurance Premiums		3,125.00	*****
Check	04/02/2020	6634	NefLink	Professional Services		199.00	*****
Check	04/02/2020	6635	Englishtown Fire Department	Contract - Volunteer Fir...		3,000.00	*****
Check	04/02/2020	6636	Cytracom LLC.	Utilities		300.00	*****
Check	04/02/2020	6637	Verizon Wireless	Utilities		702.55	*****
Check	04/02/2020	6638	Nicholas Krauss	Training		440.00	*****
Check	04/02/2020	6639	new jersey fire equipment	Fire Fighting Equipment		143.24	*****
Check	04/02/2020	6640	First Responder Joint Insurance Fu...	Insurance Premiums		24,565.00	*****
Check	04/02/2020	6641	Blaze Emergency Equipment Com...	Trucks		316.25	*****
Check	04/02/2020	6642	Verizon	Utilities		62.84	*****
Check	04/02/2020	6643	Monmouth County Treasurer	Elections		71.50	*****
Check	04/02/2020	6644	Monmouth County Fire Prevention...	UFSA Other Expenses		30.00	*****
Check	04/02/2020	6645	Optimum	Utilities		256.22	*****
Check	04/02/2020	6646	NJ Natural Gas	Utilities		971.84	*****
Check	04/02/2020	6647	Manalapan - Englishtown Board of ...	Fuel		413.36	*****
Check	04/02/2020	6648	Complete Security Systems Inc.	Building		596.00	*****
Check	04/02/2020	6649	Active 911, Inc	Dues and Subscriptions		112.00	*****
Check	04/02/2020	6650	Family Practice of CentraState	Professional Services-...		268.40	*****
Check	04/02/2020	6651	Emergency services Marketing Cor...	Dues and Subscriptions		810.00	*****
Check	04/02/2020	6652	George Lang	-SPLIT-		5,300.00	*****
Check	04/02/2020	6653	Englishtown Automotive	Trucks		1,922.26	98,747.64
Check	04/02/2020	6654	Gannett New Jersey Newspapers	Advertising		62.00	98,885.64
Check	04/02/2020	6655	Toshiba Business Solutions, USA	Office Supplies		486.73	98,198.91
Check	04/02/2020	6656	-Jersey Central Power & Light	Utilities		1,239.51	96,959.40
Check	04/02/2020	6657	Bob Johnson Computer Stuff Inc	Fire Fighting Equipment		6,129.89	90,829.51
Total Brunswick Bank Checking					0.00	54,322.39	90,829.51
<b>TOTAL</b>					<b>0.00</b>	<b>54,322.39</b>	<b>90,829.51</b>