

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday October 1st, 2020 in the Formal Meeting Room of the Englishtown Fire Department, 3 South Main St. Englishtown, New Jersey. Due to the continuing Covid-19 Pandemic, the meeting was open to the public only through the Zoom Meeting App. This was in accordance with the Governor's Executive Order during an active State of Emergency.

The meeting was called to order by Chairman Peter Cooke at 8:03 P.M.

1. Sunshine Statement by Chairman Peter Cooke

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 on the electronic sign.

Roll Call showed the following members in attendance:

Present: Chairman Peter Cooke, Treasurer Melissa Scarrone, Clerk Victoria Sarti and Brian Stonaker

Absent: Gerald Maresca – Motion made by V. Sarti to excuse G. Maresca from the meeting for personal reasons, Second by B. Stonaker. Motion passed unanimously.

Legal:

Attorney Joe Youssouf discussed an amendment to the State guidelines to hold public meetings during the pandemic. It covers the Emergency Remote Meetings. The Board has already been compliant with the amendment and shall continue to do so.

September 2020 Meeting Minutes:

A motion was made by P. Cooke and a Second was made by B. Stonaker to accept both the regular and executive minutes. Motion passed by unanimous vote.

Financial: A motion was made by P. Cooke and a Second was made by V. Sarti to accept the Bills. Motion passed by unanimous vote.

Auditor/Accountant: No Report

Chief's Report:

- See attached Report
- 24 Total calls for the Month of September, with 5 calls in Englishtown Borough.
- Of those 5 calls: 1 – Responded Full Staff, 1 – Responded short Staffed and 3 – No Response from Station 12.

Administrative Engineer's Report:

- See attached Report

President's Report:

- No Report

Fire Bureau:

- See Report

LOSAP:

- No report

Correspondence:

- None

Insurance:

- No Report

Membership:

- None

Old Business:

- None

New Business:

- Member Jason Carlos will be having a mason pour a concrete base for a future clothes washer and dryer set. Requesting to alter/improve the bay area.
- The Chief and Officers spoke with the Board and agreed to delay the purchase of a new engine until we can handle the staffing issue. The Officers have tried all avenues and are requesting assistance from the commissioners.

Purchase Requests:

- None

Public Open Portion:

- None

Meeting Adjournment: at 9:16pm. After a motion by P. Cooke and Seconded by V. Sarti and approved by a unanimous roll call vote.

Certified at the November 5th, 2020 regularly scheduled meeting _____

Victoria L. Sarti – Board Clerk

Executive Session -

6:59 PM

10/01/20

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of October 1, 2020

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							
Deposit	09/14/2020			-SPLIT-	312.00		*****
Deposit	09/21/2020			-SPLIT-	506.25		*****
Check	10/01/2020	6760	Verizon	Utilities		127.58	*****
Check	10/01/2020	6761	Manalapan - Englishtown Board of ...	Fuel		164.15	*****
Check	10/01/2020	6762	Englishtown Fire Department	Contract - Volunteer Fir...		3,000.00	*****
Check	10/01/2020	6763	Cytracom LLC.	Utilities		300.00	*****
Check	10/01/2020	6764	State Of New Jersey	Payroll Expenses		5.14	*****
Check	10/01/2020	6765	Plosia Cohen LLC	Legal		448.00	*****
Check	10/01/2020	6766	NetLink	Professional Services		199.00	*****
Check	10/01/2020	6767	Englishtown Automotive	Trucks		531.06	*****
Check	10/01/2020	6768	V.E. Ralph & Son Inc.	Personal Protective Eq...		50.10	*****
Total Brunswick Bank Checking					818.25	4,825.03	*****
TOTAL					818.25	4,825.03	*****

Englishtown Fire District No. 1
Profit & Loss Budget vs. Actual
January 1 through October 1, 2020

	Jan 1 - Oct 1, 20	Budget	\$ Over Budget	% of Budget
Income				
Fund Balance Anticipated	0.00	122,291.00	-122,291.00	0.0%
Fire District Taxes	369,444.00	492,000.00	-122,556.00	75.1%
Miscellaneous	5,275.07	0.00	5,275.07	100.0%
Uniform Fire Safety Act				
Smoke Detector Fees	2,265.00	0.00	2,265.00	100.0%
State Registration Fees	4,321.00	0.00	4,321.00	100.0%
Uniform Fire Safety Act - Other	496.25	24,000.00	-23,503.75	2.1%
Total Uniform Fire Safety Act	7,082.25	24,000.00	-16,917.75	29.5%
Supplemental Fire Services	0.00	444.00	-444.00	0.0%
Total Income	381,801.32	638,735.00	-256,933.68	59.8%
Gross Profit	381,801.32	638,735.00	-256,933.68	59.8%
Expense				
2019 Expense	17,221.83	0.00	17,221.83	100.0%
Monmouth County Dispatch Fees	0.00	10,000.00	-10,000.00	0.0%
Professional Services-Physicals	1,151.70	5,000.00	-3,848.30	23.0%
Administration				
Salaries and Wages	21,443.24	36,150.00	-14,706.76	59.3%
Total Administration	21,443.24	36,150.00	-14,706.76	59.3%
Employee Benefits	1,761.08	3,100.00	-1,338.92	56.8%
Advertising	454.70	1,500.00	-1,045.30	30.3%
Contract - Volunteer Fire Co	27,000.00	36,000.00	-9,000.00	75.0%
Dues and Subscriptions	3,283.00	5,000.00	-1,717.00	65.7%
Elections	811.50	1,500.00	-688.50	54.1%
Fire Fighting Equipment	13,784.77	20,000.00	-6,215.23	68.9%
Fuel	3,256.72	15,000.00	-11,743.28	21.7%
Insurance Premiums	76,819.00	90,000.00	-13,181.00	85.4%
Maintenance and Repairs				
Building	5,651.01	20,000.00	-14,348.99	28.3%
Trucks	24,335.26	50,000.00	-25,664.74	48.7%
Total Maintenance and Repairs	29,986.27	70,000.00	-40,013.73	42.8%
Office Supplies	1,425.36	8,000.00	-6,574.64	17.8%
Payroll Expenses	55.14	0.00	55.14	100.0%
Personal Protective Equipment	687.79	15,000.00	-14,312.21	4.6%
Professional Services				
Legal	3,056.00	0.00	3,056.00	100.0%
Professional Services - Other	5,890.00	40,000.00	-34,110.00	14.7%
Total Professional Services	8,946.00	40,000.00	-31,054.00	22.4%
Promotion	0.00	1,000.00	-1,000.00	0.0%
Training	471.99	18,000.00	-17,528.01	2.6%
Utilities	23,154.28	45,000.00	-21,845.72	51.5%
UFSA Salaries and Wages	0.00	36,000.00	-36,000.00	0.0%
UFSA Fringe Benefits	0.00	3,000.00	-3,000.00	0.0%
UFSA Other Expenses	1,200.00	5,000.00	-3,800.00	24.0%
Length of Service Awards	0.00	35,000.00	-35,000.00	0.0%
Reserve for future outlay	0.00	50,000.00	-50,000.00	0.0%
Bond Principal	55,000.00	55,000.00	0.00	100.0%
Bond Interest	1,250.86	1,238.00	12.86	101.0%
Radio Lease Purchase Principal	0.00	33,247.00	-33,247.00	0.0%
Total Expense	289,165.23	638,735.00	-349,569.77	45.3%
Net Income	92,636.09	0.00	92,636.09	100.0%

New hand lights installed in 1274

New air bottles have arrived will be logging them in and numbering them with 1268

Called NJFE to schedule flow testing on air packs time to be set.

Called blaze to schedule 1275 for new brakes waiting for call back with a date

Replaced 2 lights on water level indicator on pump panel

Called coastal issue with scba compressor will be here 10/1/2020 to repair and air quality test.

NJR in replace parts for a/c unit

1266 battery has been going dead keeping an eye on it. May need to be replaced.

*Coastal reschedule
to 10/2*

Mileage for vehicles

1266 - 98268

1267 - 45776

1287 - 17428

1274 - 21399

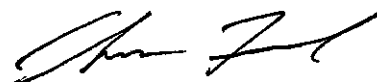
1275 - 36290

1276 - 34533

1293 - 13750

1230 - 16778

Administrative Engineer



Thomas Frueh