

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday September 3rd, 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 8:10 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 P. Cooke to excuse G. Maresca from the meeting for personal reasons, Second by B. Stonaker. Motion passed unanimously.

Legal:

Attorney Johnathan Cohen was in attendance on behalf of Attorney Joe Youssouf. No Legal report.

August 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 B. Stonaker to accept the Bills. Motion passed by unanimous vote.

Auditor/Accountant: No Report

Chief's Report:

- See attached Report
- 43 Total calls for the Month of August, with 10 calls in Englishtown Borough.
- Of those 10 calls: 5 – Responded Full Staff, 2 – 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:

- Another EZ-Pass Violation was received by the Board for the Deputy Chief's Vehicle. The Chief will address the issue and contact EZ-Pass.

Insurance:

- No Report

Membership:

- One application out

Old Business:

- None

New Business:

- None

Purchase Requests:

- None

Public Open Portion:

- None

Meeting Adjournment: at 8:38pm. After a motion by P. Cooke and Seconded by B. Stonaker and approved by a unanimous roll call vote.

Certified at the October 1st, 2020 regularly scheduled meeting _____

Victoria L. Sarti – Board Clerk

7:49 PM

Englishtown Fire District No. 1

Bill List

09/03/20

As of September 3, 2020

Accrual Basis

| Type | Date | Num | Name | Split | Debit | Credit | Balance |
|--------------------------------------|------------|------|---------------------------------------|-----------------------------|-------------|------------------|--------------|
| Brunswick Bank Checking | | | | | | | ***** |
| Check | 09/03/2020 | 6748 | NetLink | Professional Services | | 199.00 | ***** |
| Check | 09/03/2020 | 6749 | Cytracom LLC. | Utilities | | 300.00 | ***** |
| Check | 09/03/2020 | 6750 | Englishtown Fire Department | Contract - Volunteer Fir... | | 3,000.00 | ***** |
| Check | 09/03/2020 | 6751 | Timothy Kirkland | Building | | 128.03 | ***** |
| Check | 09/03/2020 | 6752 | Manalapan - Englishtown Board of ... | Fuel | | 522.43 | ***** |
| Check | 09/03/2020 | 6753 | Clayton Block Company | Fire Fighting Equipment | | 42.49 | ***** |
| Check | 09/03/2020 | 6754 | Jersey Central Power & Light | Utilities | | 1,339.97 | ***** |
| Check | 09/03/2020 | 6755 | Verizon Wireless | Utilities | | 602.35 | ***** |
| Check | 09/03/2020 | 6756 | First Responder Joint Insurance Fu... | Insurance Premiums | | 24,564.00 | ***** |
| Check | 09/03/2020 | 6757 | Electronic Measurement Labs, Inc. | Trucks | | 320.00 | ***** |
| Check | 09/03/2020 | 6758 | Gannett New Jersey Newspapers | Advertising | | 123.55 | ***** |
| Check | 09/03/2020 | 6759 | Plosia Cohen LLC | Legal | | 2,352.00 | ***** |
| Check | 09/03/2020 | 6746 | Optimum | Utilities | | 128.12 | ***** |
| Total Brunswick Bank Checking | | | | | 0.00 | 33,621.94 | ***** |
| TOTAL | | | | | 0.00 | 33,621.94 | ***** |

Englishtown Fire Department



Englishtown, NJ

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Incident Count with Man-Hours per Zone for Date Range

Start Date: 08/01/2020 | End Date: 08/31/2020

| ZONE | INCIDENT COUNT | MAN-HOURS |
|---|-----------------|--------------|
| 13-12-1 - Englishtown fire department | 10 9 | 8:46 |
| 13-16-1 - Freehold Independent Fire Company | 6 | 8:15 |
| 13-26-2 - Manalapan Fire Company #1 | 17 | 18:48 |
| 13-26-2P - Manalapan Primary Response Area | 7 6 | 2:37 |
| 13-32-1 - Millstone Fire Department | 3 | 0:33 |
| TOTAL | 41 43 | 38:59 |

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

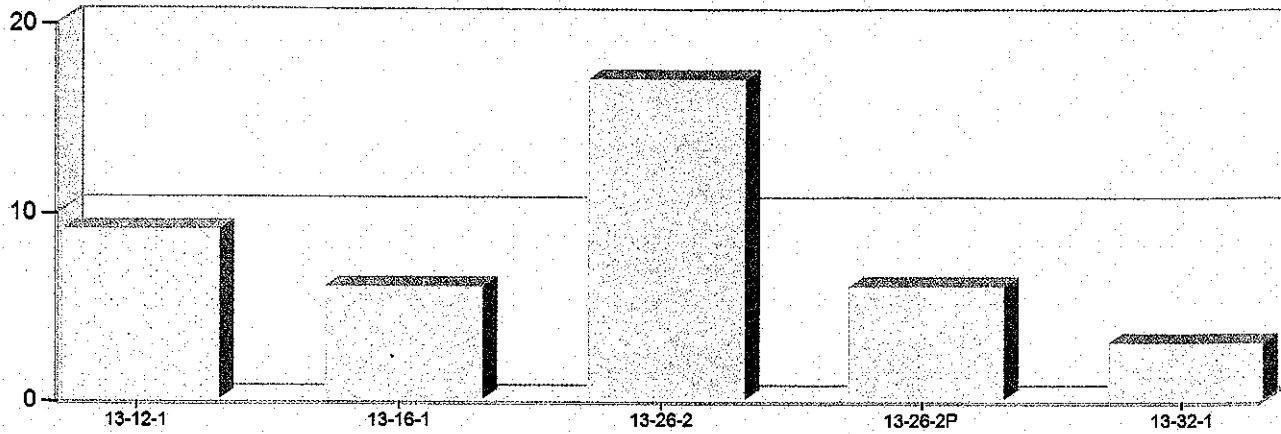
Englishtown, NJ

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Incident Type Count per Zone for Date Range

Start Date: 08/01/2020 | End Date: 08/31/2020



| ZONES | INCIDENT TYPE | COUNT |
|--|---|-------|
| 13-12-1 - Englishtown fire department | | |
| | 311 - Medical assist, assist EMS crew | 1 |
| | 440 - Electrical wiring/equipment problem, other | 1 |
| | 444 - Power line down | 1 |
| | 600 - Good intent call, other | 1 |
| | 735 - Alarm system sounded due to malfunction | 3 |
| | 743 - Smoke detector activation, no fire - unintentional | 1 |
| | 745 - Alarm system activation, no fire - unintentional | 1 |
| | <i>Total Incidents for 13-12-1 - Englishtown fire department:</i> | 9 |
| 13-16-1 - Freehold Independent Fire Company | | |
| | 111 - Building fire | 1 |
| | 442 - Overheated motor | 1 |
| | 445 - Arcing, shorted electrical equipment | 2 |
| | 531 - Smoke or odor removal | 1 |
| | 651 - Smoke scare, odor of smoke | 1 |
| | <i>Total Incidents for 13-16-1 - Freehold Independent Fire Company:</i> | 6 |
| 13-26-2 - Manalapan Fire Company #1 | | |
| | 141 - Forest, woods or wildland fire | 1 |
| | 311 - Medical assist, assist EMS crew | 1 |
| | 324 - Motor vehicle accident with no injuries. | 1 |
| | 444 - Power line down | 4 |

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



| ZONES | INCIDENT TYPE | COUNT |
|---|--|-----------|
| | 550 - Public service assistance, other | 1 |
| | 571 - Cover assignment, standby, moveup | 1 |
| | 733 - Smoke detector activation due to malfunction | 4 |
| | 735 - Alarm system sounded due to malfunction | 1 |
| | 736 - CO detector activation due to malfunction | 1 |
| | 743 - Smoke detector activation, no fire - unintentional | 2 |
| | <i>Total Incidents for 13-26-2 - Manalapan Fire Company #1:</i> | <i>17</i> |
| 13-26-2P - Manalapan Primary Response Area | | |
| | 444 - Power line down | 1 |
| | 553 - Public service | 1 |
| | 735 - Alarm system sounded due to malfunction | 2 |
| | 745 - Alarm system activation, no fire - unintentional | 1 |
| | 746 - Carbon monoxide detector activation, no CO | 1 |
| | <i>Total Incidents for 13-26-2P - Manalapan Primary Response Area:</i> | <i>6</i> |
| 13-32-1 - Millstone Fire Department | | |
| | 735 - Alarm system sounded due to malfunction | 1 |
| | 736 - CO detector activation due to malfunction | 2 |
| | <i>Total Incidents for 13-32-1 - Millstone Fire Department:</i> | <i>3</i> |
| Total Count for all Zone: | | 41 |

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



Englishtown Fire Department

Englishtown, NJ

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Response Percentage for Custom Question for Personnel for Incident Type for Date Range

Custom Question(s): Staffing Level | Personnel: Administrator, Englishtown Fire Dept | Incident Type(s): All Incident Types | Start Date: 08/01/2020 | End Date: 08/31/2020

| ANSWERS | # INCIDENTS | % of Total |
|--|-------------|------------|
| USER-DEFINED FIELD: Staffing Level (Required) | | |
| No Response - No Driver | 3 | 7% |
| No Response - Short Staffed (< 3 FF1) | 12 | 29% |
| Responded - Short Staffed (< 3 FF1) | 3 | 7% |
| Responded as normal | 23 | 56% |

Report is grouped by Questions, Users then Answers. Answers data is broken into Percentages of Users who answered Questions. Questions will only show on the report if they are in the Date Range and are Not Archived and Not Empty. Only Reviewed Incidents included.



ENGINEERS REPORT AUGUST 2020

MILEAGE

1266 - 98,116
1267 - 40,406
1287 - 17,367
1274 - 21,364
1275 - 36,200
1276 - 34,533
1293 - 13,745
1230 - 16,132

ADMINISTRATIVE
ENGINEER

