

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday December 2nd, 2021, 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 8:04 P.M.

1. **Sunshine Statement** by Attorney Joseph Youssef

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 Scarrone, Tom Kirkland and G. Maresca

Legal:

The 2022 Budget must be introduced no later than 12/21/2021. The Public hearing will be at the January meeting.

A voucher should be sent quarterly to the Englishtown Borough Council for tax payments to ensure timely payment.

A resolution was presented to adopt the 2022 Budget. Motion made by P. Cooke, second from V. Sarti.

Motion passed unanimously

V. Sarti is up for re-election.

October and November 2021 Minutes: Motion made to accept the minutes made by Tom Kirkland, Seconded by G. Maresca.

Motion passed unanimously

Financial: A motion was made by G. Maresca and a Second was made by P. Cooke to accept the Bills.

Motion passed unanimously.

Auditor/Accountant:

The accountant has still not sent everything over to the auditor for the needed audit. Stated that he would send over the needed information tonight. The auditor stated that it will cutting it extremely close.

Chief's Report:

- See attached report
- T. Kirkland questioned about the dispatch error on a call on Harrison Ave. The Chief stated that it was addressed with the County Radio Room.
- Chief addressed and informed the Board about the issues with the County Radio Room as far as Out-of-County mutual aid.

Administrative Engineer's Report:

- See attached Report.

President's Report:

- Looking into solar energy.

Fire Bureau:

- See attached report

LOSAP:

- None

Correspondence:

- None

Insurance:

- Insurance is stable. We are in our second year of a three year term.
- Calendars are in.

Membership:

- None

Old Business:

- T. Kirkland spoke to county engineer about Opticom traffic system. The Board will move forward on putting together a spec for the District. T. Kirkland will follow up. Attorney stated that the a combined bond can be used for the Opticom System and the Solar Panel projects.

New Business:

- None

Purchase Requests:

- None

Public Open Portion:

- None
-

P. Cooke called for an executive session. Motion made by P. Cooke, second by T. Kirkland. Motion passed unanimously.

Meeting Adjournment: at 9:18PM. After a motion by V. Sarti and Seconded by T. Kirkland and approved by a unanimous roll call vote.

Certified at the January 6th, 2022, regularly scheduled meeting_____

Victoria L. Sarti – Board Clerk

6:54 PM

11/04/21

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of November 4, 2021

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							
Check	10/27/2021	7012	harland clarke	Office Supplies		274.96	*****
Deposit	10/29/2021			-SPLIT-	562.00		*****
Check	11/04/2021	6997	NetLink	Professional Services		199.00	*****
Check	11/04/2021	6998	Optimum	Utilities		128.10	*****
Check	11/04/2021	6999	Englishtown Automotive	Trucks		45.95	*****
Check	11/04/2021	7000	Cytracom LLC.	Utilities		300.00	*****
Check	11/04/2021	7001	Englishtown Fire Department	Contract - Volunteer Fir...		3,000.00	*****
Check	11/04/2021	7002	Englishtown Fire Department	Capital Appropriations		1,687.83	*****
Check	11/04/2021	7003	Verizon Wireless	Utilities		604.53	*****
Check	11/04/2021	7004	Jersey Central Power & Light	Utilities		2,220.81	*****
Check	11/04/2021	7005	State Of New Jersey	Uncategorized Expenses		8.77	*****
Check	11/04/2021	7006	Boro of Englishtown	Utilities		194.00	*****
Check	11/04/2021	7007	Manalapan - Englishtown Board of ...	Fuel		462.63	*****
Check	11/04/2021	7008	Middlesex County Fire Academy	Training		215.00	*****
Check	11/04/2021	7009	All Hands Fire Equipment	Fire Fighting Equipment		5,536.02	*****
Check	11/04/2021	7010	Georgiy Zavalnik	Training		31.99	*****
Total Brunswick Bank Checking					562.00	14,909.59	*****
TOTAL					562.00	14,909.59	*****

Phone Setup 917.
 Oct VOTIP Service 97.33
917.33
 \$15,923.92

NOVEMBER 2021 ENGINEERS REPORT

SBP in service Emergency Generator new battery and block heater installed

1266 head light fixed, oil change, 2 new tires, front end alignment and brakes

1274 blaze replaced battery charger

Jersey Coast in serviced hood system and certified sprinkler system.

NJFE in completed flow testing all air packs are certified. And pack #7 returned with repairs complete.

Coastal serviced Air Compressor and air quality test preformed.

Mileage

1266 102993

1267 43072

1274 22644

1275 37086

1276 34717

1287 20983

1293 13835

1230 N/A

Administrative Engineer

Thoams Frueh

Englishtown Fire Department

Englishtown, NJ

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Incident Custom Question Answer Summary by Incident Type for Zone for Date Range with Custom Questions

Custom Question(s): Staffing Level | Incident Status(s): All Incident Statuses | Zone(s): All Zones | Incident Type(s): All Incident Types | Start Date: 11/01/2021 | End Date: 11/30/2021

Incident Date	Incident #	Address	Zone	Custom Questions
113 - Cooking fire, confined to container				
11/18/2021	2021-287	600 PARK AVE MANALAPAN, NJ 07726	Englishtown fire department	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
132 - Road freight or transport vehicle fire				
11/12/2021	2021-282	92 MILLHURST RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
160 - Special outside fire, other				
11/24/2021	2021-292	815 STAMFORD SQ ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
444 - Power line down				
11/02/2021	2021-275	MILLHURST RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
11/13/2021	2021-284	21 MAIN ST ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
463 - Vehicle accident, general cleanup				
11/20/2021	2021-289	IRON ORE RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
571 - Cover assignment, standby, moveup				
11/01/2021	2021-271	49 W MAIN ST FREEHOLD BORO, NJ 07728	Freehold Fire Department	Staffing Level: Responded as Normal
600 - Good Intent call, other				
11/01/2021	2021-273	52 W MAIN ST FREEHOLD BORO, NJ 07728	Freehold Fire Department	Staffing Level: Responded as Normal
611 - Dispatched & cancelled en route				

Report is grouped by Incident Type and sorted by Incident Date, Incident Number. Summary of answered questions at the end of the report. Incidents will only show on report if custom questions have been answered.



11/23/2021	2021-291	MCCAFFERY RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
651 - Smoke scare, odor of smoke				
11/01/2021	2021-272	5000 KOZLOSKI RD FREEHOLD TWP, NJ 07728	East Freehold Fire Company	Staffing Level: Responded as Normal
11/01/2021	2021-274	W DEY ST Englishtown, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
730 - System malfunction, other				
11/14/2021	2021-285	28 HARRISON AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
733 - Smoke detector activation due to malfunction				
11/18/2021	2021-286	155 MILLHURST RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
11/25/2021	2021-293	270 SMITHBURG RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
735 - Alarm system sounded due to malfunction				
11/03/2021	2021-278	289 State Route 33 MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
11/04/2021	2021-280	227 FREEHOLD RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
743 - Smoke detector activation, no fire - unintentional				
11/18/2021	2021-288	37 HERON CT MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
745 - Alarm system activation, no fire - unintentional				
11/02/2021	2021-276	2 TWIN LAKES DR MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
11/03/2021	2021-277	289 State Route 33 MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)

Report is grouped by Incident Type and sorted by Incident Date, Incident Number. Summary of answered questions at the end of the report. Incidents will only show on report if custom questions have been answered.



11/03/2021	2021-279	8 DUGANS GROVE RD MILLSTONE, NJ 08535	Millstone Fire Department	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
11/13/2021	2021-283	28 HARRISON AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
11/22/2021	2021-290	397 State Route 33 MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
11/26/2021	2021-294	90 WILSON AVE MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
11/30/2021	2021-295	10 STATION ST MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
746 - Carbon monoxide detector activation, no CO				
11/12/2021	2021-281	43 CARRIAGE LN ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
Staffing Level				
No Response - Fire Call - Short Staffed (< 3 FF1)			8	
Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)			3	
Responded as Normal			14	

Report is grouped by Incident Type and sorted by Incident Date, Incident Number. Summary of answered questions at the end of the report. Incidents will only show on report if custom questions have been answered.



Englishtown Fire Department

Englishtown, NJ

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Incident Custom Question Answer Summary by Incident Type for Zone for Date Range with Custom Questions

Custom Question(s): Staffing Level | Incident Status(s): All Incident Statuses | Zone(s): 13-12-1 - Englishtown fire department | Incident Type(s): All Incident Types | Start Date: 11/01/2021 | End Date: 11/30/2021

Incident Date	Incident #	Address	Zone	Custom Questions
113 - Cooking fire, confined to container				
11/18/2021	2021-287	600 PARK AVE MANALAPAN, NJ 07726	Englishtown fire department	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
160 - Special outside fire, other				
11/24/2021	2021-292	815 STAMFORD SQ ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
444 - Power line down				
11/13/2021	2021-284	21 MAIN ST ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
651 - Smoke scare, odor of smoke				
11/01/2021	2021-274	W DEY ST Englishtown, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
730 - System malfunction, other				
11/14/2021	2021-285	28 HARRISON AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
745 - Alarm system activation, no fire - unintentional				
11/13/2021	2021-283	28 HARRISON AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
746 - Carbon monoxide detector activation, no CO				
11/12/2021	2021-281	43 CARRIAGE LN ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
Staffing Level				
No Response - Fire Call - Short Staffed (< 3 FF1)				2
Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)				2
Responded as Normal				3

Report is grouped by Incident Type and sorted by Incident Date, Incident Number. Summary of answered questions at the end of the report. Incidents will only show on report if custom questions have been answered.



Englishtown Fire Department

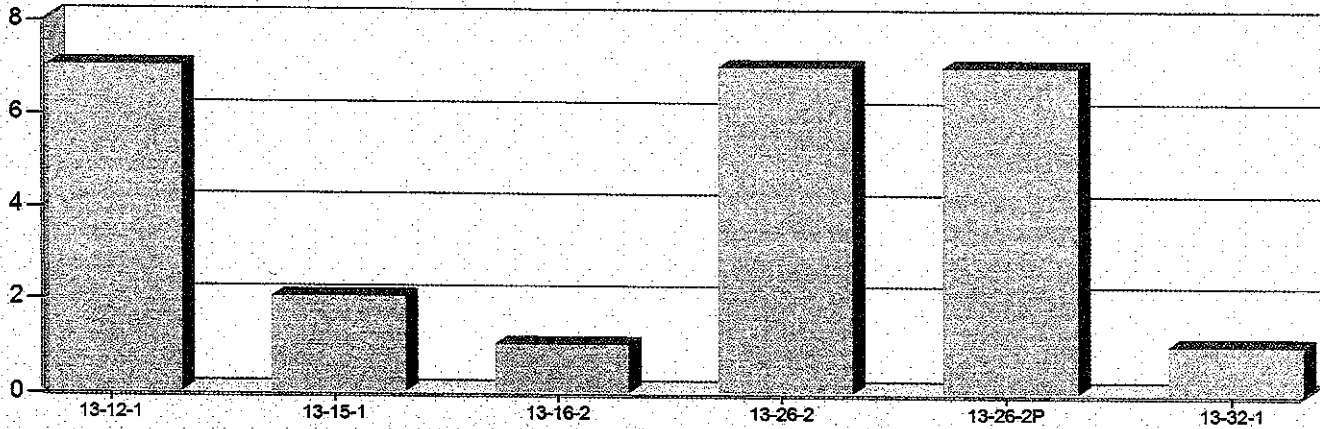
Englishtown, NJ

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Incident Type Count per Zone for Date Range

Start Date: 11/01/2021 | End Date: 11/30/2021



ZONES	INCIDENT TYPE	COUNT
13-12-1 - Englishtown fire department		
	113 - Cooking fire, confined to container	1
	160 - Special outside fire, other	1
	444 - Power line down	1
	651 - Smoke scare, odor of smoke	1
	730 - System malfunction, other	1
	745 - Alarm system activation, no fire - unintentional	1
	746 - Carbon monoxide detector activation, no CO	1
	<i>Total Incidents for 13-12-1 - Englishtown fire department:</i>	<i>7</i>
13-15-1 - Freehold Fire Department		
	571 - Cover assignment, standby, moveup	1
	600 - Good intent call, other	1
	<i>Total Incidents for 13-15-1 - Freehold Fire Department :</i>	<i>2</i>
13-16-2 - East Freehold Fire Company		
	651 - Smoke scare, odor of smoke	1
	<i>Total Incidents for 13-16-2 - East Freehold Fire Company:</i>	<i>1</i>
13-26-2 - Manalapan Fire Company #1		

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



ZONES	INCIDENT TYPE	COUNT
	444 - Power line down	1
	733 - Smoke detector activation due to malfunction	1
	735 - Alarm system sounded due to malfunction	2
	745 - Alarm system activation, no fire - unintentional	3
	<i>Total Incidents for 13-26-2 - Manalapan Fire Company #1:</i>	7
13-26-2P - Manalapan Primary Response Area		
	132 - Road freight or transport vehicle fire	1
	463 - Vehicle accident, general cleanup	1
	611 - Dispatched & cancelled en route	1
	733 - Smoke detector activation due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	2
	<i>Total Incidents for 13-26-2P - Manalapan Primary Response Area:</i>	7
13-32-1 - Millstone Fire Department		
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 13-32-1 - Millstone Fire Department:</i>	1
Total Count for all Zone:		25

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: 11/01/2021 | End Date: 11/30/2021

ANSWERS	# INCIDENTS	% of Total
USER-DEFINED FIELD: Staffing Level (Required)		
No Response - Fire Call - Short Staffed (< 3 FF1)	8	32%
Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)	3	12%
Responded as Normal	14	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.



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Englishtown Fire Department



Englishtown, NJ

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Incident Count with Man-Hours per Zone for Date Range

Incident Type(s): All Incident Types | Start Date: 11/01/2021 | End Date: 11/30/2021

ZONE	INCIDENT COUNT	MAN-HOURS
13-12-1 - Englishtown fire department	7	6:19
13-15-1 - Freehold Fire Department	2	5:18
13-16-2 - East Freehold Fire Company	1	1:37
13-26-2 - Manalapan Fire Company #1	7	6:19
13-26-2P - Manalapan Primary Response Area	7	10:59
13-32-1 - Millstone Fire Department	1	0:48

TOTAL

25

31:20

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.



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