

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday June 3<sup>rd</sup>, 2021, 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 the current active State of Emergency.

The meeting was called to order by Chairman Peter Cooke at 8:06 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.

**Roll Call showed the following members in attendance:**

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

Absent: Gerald Maresca and Tom Kirkland - Excused

**Legal:**

No Report

**June 2021 Minutes:** A motion was made by P. Cooke and a Second was made by V. Sarti to accept the minutes.

Motion passed unanimously.

**Financial:** Fire Flow bill was an estimate/proposal. Will hold the check until work is done. A motion was made by P. Cooke and a Second was made by V. Sarti to accept the Bills.

Motion passed.

**Auditor/Accountant:**

No Report

**Chief's Report:**

No Report, computer issues.

**Administrative Engineer's Report:**

- See attached Report.

**President's Report:**

- Requested \$1,600.00 for a clothes washer and dryer set. Board approved request.

**Fire Bureau:**

- See attached Report.

**LOSAP:**

- None

**Correspondence:**

None

**Insurance:**

- None

**Membership:**

- Christina Apuzzo will be brought onto the Department at the May Fire Department meeting.

**Old Business:**

- None

**New Business:**

- None

# Englishtown Fire District No. 1

## Bill List

As of May 6, 2021

Accrual Basis

Type	Date	Num	Name	Split	Debit	Credit	Balance
<b>Brunswick Bank Checking</b>							
Check	04/06/2021	6889	Jungle Laser, LLC			800.00	*****
Check	04/06/2021	6890	Jason Kole	UFA Other Expenses		960.00	*****
Check	04/06/2021	6891	Emergency Manager Project	Office Supplies		750.00	*****
Deposit	04/15/2021			Training	1,835.75		*****
Deposit	04/20/2021			-SPLT-	1,530.50		*****
Deposit	04/23/2021			-SPLT-	339.75		*****
Check	05/06/2021	6892	Cytracom LLC.	Utilities		300.00	*****
Check	05/06/2021	6893	Netlink	Professional Services		199.00	*****
Check	05/06/2021	6894	Englishtown Fire Department	Contract - Volunteer Fr...		3,000.00	*****
Check	05/06/2021	6895	Safety and Survival Training	Training		800.00	*****
Check	05/06/2021	6896	Family Practice of CentraState	Professional Services-...		906.80	*****
Check	05/06/2021	6897	Verizon Wireless	Utilities		1,208.30	*****
Check	05/06/2021	6898	Jersey Coast Fire Equipment	Building		134.95	*****
Check	05/06/2021	6899	Jersey Central Power & Light	Utilities	1,818.33		*****
Check	05/06/2021	6900	Monmouth County Treasurer	Electons	71.50		*****
Check	05/06/2021	6901	Boro of Englishtown	Utilities	194.00		*****
Check	05/06/2021	6902	Gannett New Jersey Newspapers	Advertising	80.00		*****
Check	05/06/2021	6903	Manalapan - Englishtown Board of ...	Fuel	189.61		*****
Check	05/06/2021	6904	Optimum	Utilities	128.12		*****
Check	05/06/2021	6906	SHI International corp.	Fire Fighting Equipment	1,087.00		*****
Check	05/06/2021	6907	Patrice McCoy	Electons	200.00		*****
Check	05/06/2021	6908	Reliance Graphics	Electons	355.00		*****
Check	05/06/2021	6909	SBP Industries Inc.	Building	1,194.63		*****
Check	05/06/2021	6909	PLC Prandelgast Landscape	Building	2,163.00		*****
Check	05/06/2021	6910	Linda Kierstein	Electons	200.00		*****
Check	05/06/2021	6911	Andrew Hagenberg	Training	150.00		*****

Total Brunswick Bank Checking

	3,706.00	16,890.24	*****
<b>TOTAL</b>	<b>3,706.00</b>	<b>16,890.24</b>	<b>*****</b>

Coastal into service both Air compressors

NJFE in repair pack 6 broken air line to regulator.

Called blaze issue with 1274 over heat on muffler system.

Called Fire Flow to schedule hose and pump testing June 30<sup>th</sup> Pump test Hose test July 6<sup>th</sup>.

Njfe repair packs 1,5 and 29 . pack 29 in station and packs 1&5 to shop and returned repaired

Reminder June 3<sup>rd</sup>. KLR will be here for ladder testing.

1274 serviced and inspected.

1275 serviced and inspected.

Up coming events June 3<sup>rd</sup>. KLR to test ladders. June 30<sup>th</sup> Fire Flow to test Pumps on Engines, July 6<sup>th</sup> Fire Flow to test Hoses.

Missing lug nut and Bolt on 1293 DS rear tire asst. engineer Stonaker to look at it.

Mileage

1266-102233

1267 - ~~47288~~ 42128

1230 -

1274 - 22119

1275 - 36694

1276 - 34571

1287 - 18834

1293 - 13759

Administrative Engineer



Thomas Frueh

### **Membership report May 2021**

Christina Apuzzo has been cleared and physical is complete. Need application to be returned

And to be voted on by membership at May meeting.

I have spoken with the chief of police and when a new member gets a background check done and is completed they will email me when cleared. To eliminate delay in activating the new member.

# Englishtown Comprehensive Report

05/01/2021 to 05/31/2021

	LHU	Non-LHU
Total Open Properties	12	53
Number Inspected	0	1
Number Reinspected	0	0
Number of Inspection Certificates Issued	0	2

Registrations Invoiced	0
Registrations Paid	0
Permits Invoiced	2
Permits Paid	0
Smoke CO Inspected	7
Smoke CO Approved	4
Smoke CO Invoiced	0
Smoke CO Paid	0
Total Violations Issued	0
Total Penalty Notices Issued	0

Expand All | Collapse All

Property Registration (0)

# Property Registration Annual Registration Letter Date

Registrations (Non-Life Hazard) (0)

# Property Registration Annual Registration Letter Date

New Registrations (0)

# Property Registration Date Registered

Closed Registrations (0)

# Property Registration Date Closed

Inspections by Type (1)

Periodic (1)

In Reinspection (0)

Follow up (0)

Complaint (0)

Other (0)

# Business Name Invoice Date Registration Fee Permit Fee Total Fee  
**GRAND TOTAL**

Invoices Unpaid (0)  
 Registration Fee:  
 Permit Fee:  
 Total Fee:

# Business Name Invoice Date Registration Fee Permit Fee Total Fee  
**GRAND TOTAL**

Payments: (1)  
 Check: \$93.50  
 Cash:  
 On Acct:  
 Money Order:  
 Total: \$93.50

#	Business Name	Payment Date	Check Cash On Account	Money Order	Total Payment
1	Big Bob's Philly Cheesesteaks	05/20/2021	\$93.50		\$93.50
<b>GRAND TOTAL</b>			<b>\$93.50</b>		<b>\$93.50</b>

Payments Waived (0)

Check:  
 Cash:  
 On Acct:  
 Money Order:  
 Total:

# Business Name Payment Date Check Cash On Account Money Order Total Payment  
**GRAND TOTAL**

Permits (2)  
 Missing Application Date: 0  
 Annual: 2  
 Seasonal: 0  
 Type 1: 0  
 Type 2: 0  
 Type 3: 0  
 Type 4: 2

#	Applicant	Application Date	Annual	Seasonal	Type 1	Type 2	Type 3	Type 4
1	Quick Check Corporation	05/17/2021	Annual					Type 4
2	Mc Donalds	05/17/2021	Annual					Type 4
<b>GRAND TOTAL</b>			<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>

Invoiced (2)  
 Registration Fee:  
 Permit Fee: \$994.00  
 Total Fee: \$994.00

#	Business Name	Invoice Date	Registration Fee	Permit Fee	Total Fee
1	Quick Check Corporation	05/17/2021	\$497.00	\$497.00	
2	Mc Donalds	05/17/2021	\$497.00	\$497.00	
<b>GRAND TOTAL</b>			<b>\$994.00</b>	<b>\$994.00</b>	

voices Paid (0)  
 Registration Fee:  
 Permit Fee:  
 Total Fee:

# Business Name Invoice Date Registration Fee Permit Fee Total Fee

# Business Name Invoice Date Registration Fee Permit Fee Total Fee  
**GRAND TOTAL**

Invoices Unpaid (2)  
 Registration Fee:  
 Permit Fee: \$994.00  
 Total Fee: \$994.00

#	Business Name	Invoice Date	Registration Fee	Permit Fee	Total Fee
1	Quick Check Corporation	05/17/2021	\$497.00	\$497.00	
2	Mc Donalds	05/17/2021	\$497.00	\$497.00	
<b>GRAND TOTAL</b>			<b>\$994.00</b>	<b>\$994.00</b>	

Invoices Waived (0)  
 Registration Fee:  
 Permit Fee:  
 Total Fee:

# Business Name Invoice Date Registration Fee Permit Fee Total Fee  
**GRAND TOTAL**

Payments (0)  
 Check:  
 Cash:  
 On Acct:  
 Money Order:  
 Total:

# Business Name Payment Date Check Cash On Account Money Order Total Payment  
**GRAND TOTAL**

Payments Waived (0)  
 Check:  
 Cash:  
 On Acct:  
 Money Order:  
 Total:

# Business Name Payment Date Check Cash On Account Money Order Total Payment  
**GRAND TOTAL**

Smoke/CO Certificate - Rental (2)  
 Approved: 1  
 Denied: 0  
 House: 2  
 Townhouse: 0  
 Condo: 0  
 Apartment: 0  
 Other: 0

#	Applicant	Application Date	Approved	Denied	House	Townhouse	Condo	Apartment	Other
1	16 LASATTA AVENUE 2nd fl	05/17/2021	Approved		House				
2	18 WOOD AVENUE	05/24/2021		1	House	2	0	0	0
<b>GRAND TOTAL</b>				1	0	2	0	0	0

Smoke/CO Certificate - Resale (5)  
 Approved: 3  
 Denied: 0  
 House: 3  
 Townhouse: 1



Condo: 0  
 Apartment: 0  
 Other: 1

#	Applicant	Application Date	Approved	Denied	House	Townhouse	Condo	Apartment	Other
70	ENGLISH CLUB DRIVE	05/10/2021	Approved			Townhouse			
2	102 HARMONY LANE	05/17/2021			House				Other
3	40 MAIN STREET	05/17/2021							
4	6 HARRISON AVENUE	05/19/2021	Approved		House				
5	48 MAIN STREET	05/21/2021	Approved		House				
<b>GRAND TOTAL</b>			<b>3</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>

Smoke/CO Certificate - By Inspector (7)

Thomas Kirkland (0)

John Marini (7)

Edward Miller (0)

#	Applicant	Application Date	Thomas Kirkland	Edward Miller	John Marini
1	70 ENGLISH CLUB DRIVE	05/10/2021			John Marini
2	102 HARMONY LANE	05/17/2021			John Marini
3	16 LASATTA AVENUE 2nd fl	05/17/2021			John Marini
4	40 MAIN STREET	05/17/2021			John Marini
5	6 HARRISON AVENUE	05/19/2021			John Marini
6	48 MAIN STREET	05/21/2021			John Marini
7	18 WOOD AVENUE	05/24/2021			John Marini
<b>GRAND TOTAL</b>			<b>0</b>	<b>0</b>	<b>0</b>

Payments (10)  
 check: \$450.00

Cash:

Credit Card:

Visa Consumer Check:

On Acct:

Money Order:

Total: \$450.00

#	Business Name	Payment Date	Check Cash	Credit Card	Visa Check	On Account	Money Order	Total Payment
1	DUDD, PHILIP & CAROL	05/06/2021	\$45.00					\$45.00
2	MCDONALD, JOHN O & JANE	05/10/2021	\$45.00					\$45.00
3	WILLS, RICHARD & ROSE MARIE	05/10/2021	\$45.00					\$45.00
4	LASATTA 16, LLC	05/11/2021	\$45.00					\$45.00
5	SERAFIN, ROBERT M & LESLIE D	05/11/2021	\$45.00					\$45.00
6	DOMSTROIKA, INC	05/13/2021	\$45.00					\$45.00
7	BAS, NAZAR & OLHA	05/19/2021	\$45.00					\$45.00
8	VANDERPUJE, RICHARD & MAHALIA	05/26/2021	\$45.00					\$45.00
	BLOOM, STEVEN M & TARA A	05/26/2021	\$45.00					\$45.00
10	DUBOIS, MICHAEL & JESSICA	05/27/2021	\$45.00					\$45.00
<b>GRAND TOTAL</b>			<b>\$450.00</b>					<b>\$450.00</b>

5/6/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.1 BOROUGH OF ENGLISHTOWN SCHEDULING  
MEETING DATES FOR THE YEAR 2021**

**WHEREAS;** N.J.S.A. 10:4-18 requires the adoption of a resolution scheduling regular monthly meetings of local governmental units; and

**WHEREAS;** The Board of Fire Commissioners of Fire District No.1 Borough of Englishtown has determined that the regularly scheduled meetings of the Board of Fire Commissioners shall be held on the first Thursday of each month commencing at 8:00 p.m. at the Englishtown Fire Department Firehouse, South Main Street Englishtown, New Jersey.

**NOW, THEREFORE BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No.1 Borough of Englishtown that the regular monthly meetings of the Board are hereby scheduled for the following dates: May 6, June 3, July 1, August 5, September 2, October 7, November 4, December 2, January 6, February 3 and March 3, 2022 which meeting shall serve as the annual reorganization meeting of the Board.

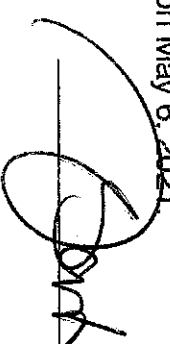
**BE IT FURTHER RESOLVED** that certified true copies of this Resolution be posted on the official bulletin board of the Fire District, forwarded to the official newspapers designated by the Board and forwarded to the municipal clerk for posting as required by law.

Moved by: *Murphy*                      Seconded by: *Kirkland*

Roll Call Vote:

Ayes: 4                      Nays:                      Absent: 1                      Abstain:

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.1, Borough of Englishtown on May 6, 2021

 \_\_\_\_\_, Clerk



5/6/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.1 ENGLISHTOWN BOROUGH DESIGNATING  
OFFICIAL NEWSPAPERS FOR THE YEAR 2021**

**WHEREAS;** N.J.S.A. 10:4-8 requires political subdivisions of the State of New Jersey to annually designate at least two legally recognized newspapers to receive notice of its schedule of meetings; and

**WHEREAS;** N.J.S.A. 40A:14-70 requires Boards of Fire Commissioners to publish notices of the annual election and bond referendum as well as public hearings and other periodic events; and

**WHEREAS;** To be eligible for such designation, the newspaper must have general circulation within the municipality and must have the greatest likelihood of informing the public within the area of the public agencies jurisdiction of its meetings; and

**WHEREAS;** The Asbury Park Press and the News Transcript are legally recognized newspapers having general circulation within the Borough of Englishtown and are the two publications most likely to inform the citizens of pending Board meetings and actions.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No.1 Borough of Englishtown that the Asbury Park Press and the News Transcript be and the same are hereby designated to be the official newspapers of the Board of Fire Commissioners for the year 2021.


**BE IT FURTHER RESOLVED** that the Clerk of the Board is hereby directed to publish all required notices in the newspapers specified herein for the year 2021.

Moved by: *M. J. S. C. A.*      Seconded by: *S. C. R. J. N. E.*

Roll Call Vote:

Ayes: *4*      Nays:      Absent: *1*      Abstain:

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.1 Englishtown Borough on May 6, 2021.

 \_\_\_\_\_, Clerk

5/6/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.1 BOROUGH OF ENGLISHTOWN APPOINTING  
RONALD C. PETRICS, C.P.A. DISTRICT AUDITOR FOR 2021**

**WHEREAS;** the Board of Fire Commissioners is required by law to have an annual report on audit of its financial books and records prepared by a certified public accountant or registered municipal auditor; and

**WHEREAS;** Ronald C. Petrics, RMA is a certified public accountant and registered municipal auditor licensed to practice in the State of New Jersey and is legally qualified to perform the audit report required by the laws of the State of New Jersey; and

**WHEREAS;** N.J.S.A. 40A:11-5 (1) (a) provides that a contract or agreement for "Professional Services" may be made, negotiated and awarded without public bidding and receipt of bids if the services will be provided by a member of a duly recognized and licensed profession of the State of New Jersey; and

**WHEREAS;** adequate moneys have heretofore been appropriated in the current or previously approved budget of the fire district to fund the contract for professional services to be awarded hereby.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No. 1 Englishtown Borough that Ronald C. Petrics be, and the same, is hereby appointed auditor for the year 2021.

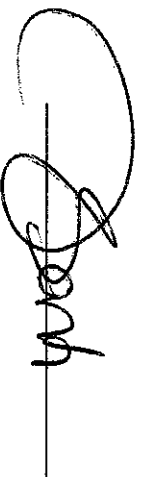
**BE IT FURTHER RESOLVED** that a notice of professional contract award be published in the official newspaper of the district and that a certified true copy of this Resolution be forwarded to the auditor by the Clerk of the Board.

Moved by: *MUESCA*                      Seconded by: *SASORE*

Roll Call Vote:

Ayes: *4*                      Nays:                      Absent: *1*                      Abstain:

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No. 1 Englishtown Borough on May 6, 2021.

 \_\_\_\_\_, Clerk

5/6/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.1 BOROUGH OF ENGLISHTOWN APPOINTING  
GEORGE LANG BOARD ACCOUNTANT FOR 2021**

**WHEREAS;** The Board of Fire Commissioners is authorized and empowered by law to employ the services of an accountant and such other professional staff as may be required for the orderly and effective administration of its financial affairs; and

**WHEREAS;** It is the considered opinion of the Board that the services of a qualified public accountant to aid in the maintenance of the Board's financial records and accountants and to assist in the preparation and administration of the District's budget is necessary and desirable; and

**WHEREAS;** The Local Public Contracts Law provides, in relevant part, that a contract for professional services may be made, negotiated and awarded without advertisement and receipt of bids; and

**WHEREAS;** George Lang is a Certified Public Accountant licensed to practice in the State of New Jersey and is qualified to render the type of professional services required by the Board.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No.1 Englishtown Borough that a contract for professional services be, and the same is hereby awarded to George Lang for the year 2021.

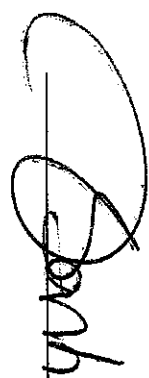
**BE IT FURTHER RESOLVED** that a notice of professional contract award be published in the official newspaper of the Board of Fire Commissioners by the Clerk of the Board and that a copy of this Resolution be forwarded to George Lang by the Clerk.

Moved by: Cooke                      Seconded by: Sullivan

Roll Call Vote:

Ayes: 4                      Nays:                      Absent: 1                      Abstain:

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.1 Englishtown Borough on May 6, 2021 .

 \_\_\_\_\_, Clerk

5/6/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.1 ENGLISHTOWN BOROUGH APPOINTING  
JOSEPH D. YOUSSEUF, ESQ. BOARD ATTORNEY FOR THE  
YEAR 2021**

**WHEREAS:** The Board of Fire Commissioners is authorized by law to engage the services of an attorney to provide such legal services as may be required by the Board during the course of a year; and

**WHEREAS:** N.J.S.A. 40A:11-5 (1) (a) (i) provides that a contract for professional services may be negotiated and awarded without public advertising for bids and bidding therefor if the contract is for "Professional services"; and

**WHEREAS:** N.J.S.A. 40A:11-2 (6) defines "Professional services" as those that are rendered or performed by a person authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study; and

**WHEREAS:** Joseph D. Yousseuf is a licensed attorney at law admitted to practice in the State of New Jersey.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No. 1 Borough of Englishtown that a contract for professional services be and the same is hereby awarded to Joseph D. Yousseuf Esq. for the year 2021.

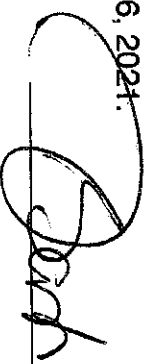
**BE IT FURTHER RESOLVED** that a notice of professional contract award be published in the official newspaper of the District as required by N.J.S.A. 40A:11-5 (1)(a)(i).

Moved by: *Scarsone*      Seconded by: *Maresca*

Roll Call Vote:

Ayes: **|||**      Nays: **|**      Absent: **|**      Abstain: **|**

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.1 Englishtown Borough on May 6, 2021.

 Clerk

5/5/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.1 ENGLISHTOWN APPOINTING  
THE OLIVER L.E. SODEN AGENCY INSURANCE AGENT  
FOR THE YEAR 2021**

**WHEREAS;** The Board of Fire Commissioners has determined that it requires the services of an insurance agent for the purpose of providing advise regarding the purchase and placement of insurance including, but not limited to, life insurance, hazard insurance, motor vehicle insurance, general liability insurance and workers compensation insurance; and

**WHEREAS;** Oliver L.E. Soden Agency is a licensed insurance agency which is legally qualified to provide the services required by the Board in compliance with New Jersey law; and

**WHEREAS;** N.J.S.A. 40A:11-5(1) (a) provides, in relevant part, that a contract or agreement for professional services may be made, negotiated and awarded without public bidding if the services to be provided are to be provided by a member of a recognized and licensed profession ; and

**WHEREAS;** adequate moneys exist in the current or a previously approved budget of the board to fund the contract awarded hereby.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners Fire District No.1 Englishtown that the Oliver L.S. Soden Agency is hereby appointed insurance agent for the Board for the year 2021.

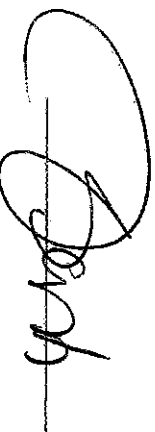
Moved by: *S. SUTTORNE*      Seconded by: *COOKE*

Roll Call Vote:

Ayes *||||*      Nays      Absent *|*      Abstain

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners

Fire District No.1 Englishtown on \_\_\_\_\_

 Clerk



5/6/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF  
FIRE DISTRICT NO.1 ENGLISHTOWN BOROUGH APPOINTING  
EDWARD MILLER FIRE OFFICIAL OF THE ENGLISHTOWN  
BUREAU OF FIRE PREVENTION FOR THE YEAR 2021**

**WHEREAS;** The Borough of Englishtown heretofore adopted an ordinance establishing a Bureau of Fire Prevention in accordance with the terms and provisions of the Uniform Fire Safety Act, (P.L. 1983, c.383); and

**WHEREAS;** Said Ordinance provides that the Board of Fire Commissioners shall act as the Local Enforcing Agency and shall be responsible for the appointment of a fire official who shall administer the fire prevention code within the Borough of Englishtown; and

**WHEREAS;** Edward Miller is a licensed and qualified Fire Official of the State of New Jersey who is qualified to serve as the District's Fire Official.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No. 1 Borough of Englishtown that Edward Miller is hereby appointed Fire Official of the Englishtown Bureau of Fire Prevention at an annual stipend in the amount of \$ \_\_\_\_\_ for the year 2021.

**BE IT FURTHER RESOLVED** that a certified true copy of the Resolution be forwarded to Edward Miller by the Clerk of the Board.

Moved by: *Messin*      Seconded by: *Cooke*

Roll Call Vote:

Ayes: *MM*      Nays:      Absent: *✓*      Abstain:

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners of Fire District No.1 Borough of Englishtown on May 6, 2021

*[Signature]*  
\_\_\_\_\_, Clerk

5/6/21

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS  
FIRE DISTRICT NO.1 ENGLISHTOWN BOROUGH  
APPOINTING PART-TIME FIRE INSPECTORS TO THE  
BUREAU OF FIRE PREVENTION**

**WHEREAS;** The Board of Fire Commissioners is charged with the responsibility of operating the Bureau of Fire Prevention pursuant to the provisions of New Jersey Statutes and the Administrative Code; and

**WHEREAS;** The Chief of the Bureau has requested the Board to appoint two (2) licensed and duly qualified individuals to the office of Part Time Fire Inspectors to perform required inspections and code enforcement; and

**WHEREAS;** John Marini and \_\_\_\_\_ have submitted applications to the Board to serve as part-time Fire Inspectors and are licensed and qualified to serve as Fire Inspectors; and

**WHEREAS;** The Board has appropriated adequate funds in the current and previously adopted budgets to fund these appointments.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Fire Commissioners of Fire District No.1 Borough of Englishtown that John Marini and Thomas Kirkland are appointed to the position of part-time fire inspectors for the Englishtown Borough Fire District No.1 Bureau of Fire Prevention for the year 2021.


**BE IT FURTHER RESOLVED** that the annual compensation for Part Time Fire Inspector \_\_\_\_\_ and for John Marini \_\_\_\_\_ .

Moved by: *Kirkland*      Seconded by: *Scarpone*

Roll Call Vote:

Ayes: *||||*      Nays:      Absent: *|*      Abstain:

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners Fire District No. 1 Englishtown Borough on May 6, 2021

 \_\_\_\_\_, Clerk

**PROFESSIONAL SERVICES AGREEMENT**

This Agreement, entered into May 6, 2021 by and between the Board of Fire Commissioners, Fire District No.1 Englishtown, hereinafter referred to as the "Board" and Joseph D. Youssouf, Esquire, P.O. Box 809 137 Route 9 South Manalapan, New Jersey 07726 hereinafter referred to as "Attorney":

**WITNESSETH:**

1. The Board hereby retains the Attorney to provide legal services to it for the year commencing May 6, 2021 and terminating February 28, 2022, and the attorney agrees to provide such legal services as he is directed to provide by the Board.
2. Adequate funds have been appropriated in the current budget of the Board for the purpose of retaining the services of an attorney, and the amount to be paid hereunder shall not exceed the funds budgeted therefore.
3. The Board hereby agrees to compensate the Attorney as follows for the service performed by him:
  - A. Attendance at meetings: **\$700.00** per meeting whether agenda, regular or special.
  - B. All other services including: research, litigation, telephone conferences with Board members or secretary, preparation of resolutions, **\$170.00** per hour.
4. In addition to the fees specified above, the Board agrees to pay all costs and expenses advanced by the attorney for filing fees, costs and other out of pocket expenses as the need may arise.
5. All payments to be made hereunder shall be made upon submission of an itemized voucher specifying the services rendered and the date upon which such services were rendered on such forms as may be provided by the Board.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement as of the date set forth above.

**Board of Fire Commissioners  
Fire District No.1 Borough of Englishtown**

Chairman

Dlerk

Joseph D. Youssouf, Esq.

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**Board of Fire Commissioners  
Fire District No.1 Borough of Englishtown**

Chairman

  
Clerk

Joseph D. Youssouf Esq.

