

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday March 3rd, 2022, 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 8:03 P.M.

1. **Sunshine Statement** by Board Attorney Joe 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, Gerald Maresca and Tom Kirkland.

Re-Organization Meeting: Victoria Sarti was sworn in as Commissioner.

Position Appointments:

Chairman – Peter Cooke – Motion made to nominate P. Cooke by G. Maresca, second made by M. Scarrone. Motion passed unanimously.

Vice-Chairman – Gerald Maresca – Motion made to nominate G. Maresca by P. Cooke, second made by T. Kirkland. Motion passed unanimously.

Clerk – Victoria Sarti – Motion made to nominate V. Sarti by G. Maresca, second made by P. Cooke. Motion passed unanimously.

Treasurer – Melissa Scarrone - Motion made to nominate Melissa Scarrone made by P. Cooke, second made by V. Sarti.

Motion made to nominate Tom Kirkland by G. Maresca, second made by T. Kirkland.

Melissa Scarrone – P. Cooke, V. Sarti, M. Scarrone

Tom Kirkland – G. Maresca, T. Kirkland

Melissa Scarrone wins by majority vote

Commissioner at Large – Tom Kirkland – Motion made to nominate T. Kirkland made by V. Sarti, second by P. Cooke. Motion passed unanimously

Resolutions for Annual Appointments:

- 2022/2023 Meeting Dates:** Motion to accept made by P. Cooke, second made by T. Kirkland. Motion passed unanimously.
- Official Financial Depository for 2022:** Motion to accept made by P. Cooke, second made by G. Maresca. Motion passed unanimously.
- Official Newspapers for 2022:** Motion to accept made by P. Cooke, second made by G. Maresca. Motion passed unanimously.
- Ron C. Petrics as CPA District Auditor:** Motion made by P. Cooke, second made by G. Maresca. Motion passed unanimously.
- Joseph Youssef as District Attorney:** Motion made by P. Cooke, second made by V. Sarti. Motion passed unanimously.
- Board Accountant:** Motion to table for discussion by P. Cooke, second by T. Kirkland. Motion passed unanimously.
- Oliver Soden Insurance Agency as Board Insurance Agent for 2022:** Motion made by G. Maresca, second made by P. Cooke. Motion passed unanimously.
- Thomas Frueh as District Engineer for 2022:** Motion made by P. Cooke, second made by G. Maresca. Motion passed unanimously.
- Edward Miller as District Fire Official for 2022:** P. Cooke tabled the motion until salary is found by Treasurer. Board Attorney advised that it can be voted pending salary. Motion made by T. Kirkland to accept resolution, second made by P. Cooke. Motion passed unanimously.
- A Motion was made ay 8:15pm by T. Kirkland to go into Executive Session to discuss the Board Accountant position that was tabled. Second was made by P. Cooke. Motion passed unanimously. Returned from Executive Session at 8:49pm.
- George Lange as Board Accountant for 2022:** Motion made by P. Cooke, second made by M. Scarrone. P. Cooke, V. Sarti, M. Scarrone and G. Maresca vote Yes
- T. Kirkland vote No
- Motion passes.
- 2022 Contract with the Englishstown Fire Department:** Motion made by T. Kirkland, second by V. Sarti. Motion passed unanimously.
- Reorganization Meeting concluded at 8:53pm.

Legal: Will be preparing the contract with the fire department and set up a meeting with the Borough Council to discuss the 2022 Budget.

February 2022 Minutes: A motion was made by G. Maresca and a Second was made by P. Cooke to Motion passed unanimously

February Financials: A motion was made by P. Cooke and a Second was made by V. Sarti to accept the Bills after corrections made. Motion passed unanimously.

Auditor/Accountant:

- Audit is finally complete and the District is in good financial standing.
- The State advised that corrective action must be taken to be sure that the audit is done on time as it was handed in late. The Board Accountant will comply with the corrective actions once established.
- Audit Resolution: Motion made to accept the audit by P. Cooke, second made by G. Maresca. Motion passed unanimously.
- Corrective Action Plan Resolution: Motion made to accept by P. Cooke, second made by V. Sarti. Motion passed unanimously.

Chief's Report:

- See Attached Report
- New Chief Vehicle will be going to East Coast to be upfitted on 3/14/22.

Administrative Engineer's Report:

- See attached Report.

President's Report:

- Ice machine needs to be repaired. Bill Stonaker and Son was contacted by the Chief, and they will be by to repair the ice machine and check the large refrigerator to see if it can be repaired.
- Front and rear water spigots are leaking. Will be contacting a plumber to inspect and repair if needed.

Fire Bureau:

- Absent, no report

LOSAP:

- No Report

Correspondence:

- None

Insurance:

- None

Memberships:

- Probationary Member brought on, Brandon Seixas.
- FF George Zalavnick is now a regular member (Completed Probation)

Old Business:

- G. Maresca stated that the Fire Department required physicals do not include the required Hepatitis B shots that have to be offered.

New Business:

- Question about the HGAC contracts. It is an annual or as needed contract.

Purchase Requests:

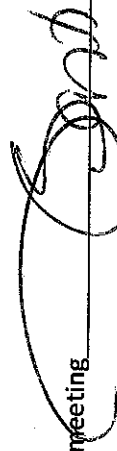
- Safety and Survival Confined Space Class (Tech) for four Members: Capt. M. O'Brien, Lt. J. Kole, FF/EMT J. Spierito and FF/EMT N. Krauss. \$800.00 each/Total \$3,200.00. Board approved unanimously.

Public Open Portion:

- None

Meeting Adjournment: at 9:22PM. After a motion by P. Cooke and Seconded by T. Kirkland and approved by a unanimous roll call vote.

Certified at the April 7th, 2022, regularly scheduled meeting



Victoria L. Sarti – Board Clerk

Borough of Englishtown Fire District No. 1

Synopsis of audit report of the Borough of Englishtown Fire Commissioners, District No. 1, Monmouth County, New Jersey for the years ended December 31, 2020 and 2019 as required by N.J.S. 40A:5A-16.

Statements of Net Position

	2020	2019
Assets		
Cash	\$ 504,573	\$ 458,351
Accounts Receivable	154,194	154,194
Prepaid expenses	597	708
Investment in LOSAP	507,221	460,854
Capital assets, net	603,640	698,438
Total assets	\$ 1,770,225	\$ 1,772,545
Liabilities and Net Position		
Current liabilities		
Accounts payable	\$ 35,746	\$ 36,658
Payroll tax liabilities	625	420
Accrued interest on bonds and notes	--	1,147
Bonds payable - current	--	55,000
Capital lease payable - current	28,572	27,510
Reserve for SFSG	645	645
Reserve for fire official trust	161,456	165,054
Reserve for LOSAP	117,481	82,481
Net asset available for LOSAP	507,221	460,854
Total current liabilities	851,746	829,769
Other liabilities		
Capital lease payable - long-term	92,507	121,079
Total other liabilities	92,507	121,079
Net Position		
Net investment in capital assets	482,561	494,849
Unrestricted	343,411	326,848
Total net position	825,972	821,697
Total Liabilities and Net Position	\$ 1,770,225	\$ 1,772,545

Statement of Revenues, Expenses and Changes in Net Position

Revenue and Other Financing Sources		
District taxes	\$ 492,000	\$ 492,000
Supplemental fire services grant	444	444
Interest on deposits and investments	256	274
Uniform fire safety act revenues	8,351	13,286
Miscellaneous income	5,279	1,553
Cancellation of reserve for LOSAP	--	100,000
Total revenue and other financing sources	506,330	607,557
Expenditures		
Operating	502,055	515,714
Changes in net position	4,275	91,843
Net position - beginning of year	821,697	729,854
Net position - end of year	\$ 825,972	\$ 821,697
Recommendations		
None		

The above synopsis was prepared from the report of the audit of the Borough of Englishtown Fire Commissioners, District No. 1, County of Monmouth, for the years ended December 31, 2020 and 2019.

The report of audit, submitted by Ronald C. Petrics, CPA, RMA, is on file at the Board of Fire Commissioners office and may be inspected by any interested person.

Victoria Sarti
Clerk of the Board
Borough of Englishtown Fire District No. 1

ENGINEERS REPORT FOR FEBRUARY 2022

No new vehicle issues at this time

Would like the board to approve two contracts for service 1. SBP 2, CSS

SBP is for emergency generator

CSS is for fire alarm system in fire house

Mileage

1266 103567

1267 43300

1274 23254

1275 37189

1276 34717

1287 22201

1293 13840

1230 25398

ADMINISTRATIVE ENGINEER

THOMAS FRUEH

Englishtown Fire District No. 1
Bill List
 As of March 3, 2022

7:59 PM
 03/03/22
 Accrual Basis

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							
Check	02/11/2022	7069	Continental Fire and Safety	Fire Fighting Equipment		508.50	*****
Check	02/11/2022	7070	Lincoln Financial	Length of Service Awards		25,765.00	*****
Check	02/11/2022	7071	Lincoln Financial	Length of Service Awards		19,162.00	*****
Check	02/11/2022	7072	Lincoln Financial	Length of Service Awards		21,444.00	*****
Deposit	02/16/2022				225.00		*****
Check	03/03/2022	7073	Blaze Emergency Equipment Com...	SPLIT-			*****
Check	03/03/2022	7074	Monmouth County Treasurer	Trucks		428.00	*****
Check	03/03/2022	7075	NextLink	Elections		81.50	*****
Check	03/03/2022	7076	American Cloud Service	Professional Services		189.00	*****
Check	03/03/2022	7077	Optimum	Utilities		97.33	*****
Check	03/03/2022	7078	Manalapan - Englishtown Board of ...	Utilities		384.35	*****
Check	03/03/2022	7079	Withum Smith & Brown	Fuel		427.08	*****
Check	03/03/2022	7080	Complete Security Systems Inc.	Accrued Audit Expense		9,682.00	*****
Check	03/03/2022	7081	NJ Natural Gas	Building		489.00	*****
Check	03/03/2022	7082	Englishtown Automotive	Utilities		3,644.68	*****
Check	03/03/2022	7083	Oliver L.E. Soden Agency	Trucks		52.95	*****
Check	03/03/2022	7084	Verizon Wireless	Insurance Premiums		3,125.00	*****
Check	03/03/2022	7085	Jersey Central Power & Light	Utilities		614.66	*****
Check	03/03/2022	7086	Safety and Survival Training	Utilities		2,980.46	*****
Check	03/03/2022	7087	Englishtown Fire Department	Training		1,400.00	*****
Check	03/03/2022	7088	new jersey fire equipment	Contract - Volunteer Fir...		3,000.00	*****
Check	03/03/2022	7089	Motorola Solutions Inc.	Fire Fighting Equipment		137.24	*****
Total Brunswick Bank Checking					225.00	98,291.46	*****
TOTAL					225.00	98,291.46	*****

Remove.

SVP Maintenance
\$ 700.00

3/3/22

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF
FIRE DISTRICT NO.1 ENGLISHTOWN BOROUGH DESIGNATING
OFFICIAL DEPOSITORIES OF FIRE DISTRICT FUNDS FOR 2022**

WHEREAS; The Board of Fire Commissioners is a "Governmental Unit" as that term is defined in N.J.S.A. 17:9-41 which receives and has custody of public funds raised through taxation for the purposes set forth in N.J.S.A. 40A:14-70 et. seq. ; and

WHEREAS; N.J.S.A. 40A: 5-14. (1) requires local governmental units to annually designate a public depository or depositories, which are defined in N.J.S.A. 17:9-41 as: " a State or federally chartered bank, savings bank or an association located in this State or a state or federally chartered bank, savings bank or an association located in another state with a branch office in the State, the deposits of which are insured by the Federal Deposit Insurance Corporation and which receives or holds public funds on deposit. "; and

WHEREAS; the Board has determined that Brunswick Bank & Trust Co. and ~~Trust~~ ^{*Amend*} ~~Co.~~ ^{*N-PC*} Sovereign Bank are qualified depositories that are eligible to receive and hold public funds on deposit as permitted by the above referenced statutes; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Englishtown Borough that Brunswick Bank and Trust Co. and Sovereign Bank be and the same are hereby designated as official depositories of District funds for the year 2022.

BE IT FURTHER RESOLVED that the Chairman, Clerk and Treasurer of the Board be and the same are hereby authorized to execute any and all documents necessary to effectuate the purposes of this Resolution and to make deposits into, transfer, open and close such accounts as may be necessary for the orderly conduct of the Board's financial affairs.

BE IT FURTHER RESOLVED that any and all checks or drafts issued on an account held by or in the name of the Board of Fire Commissioners of this Fire District shall require execution by at least three (3) of the duly elected and serving Fire Commissioners.

Moved by: *Pete Cooke*

Seconded by: *Gary Mausea*

Roll Call Vote:

Ayes: *5* 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 3/3/22.

[Signature], Clerk

3/3/22

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 ENGLISHTOWN BOROUGH DESIGNATING
OFFICIAL NEWSPAPERS FOR THE YEAR 2022**

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 2022.

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 2022.

Moved by: Pete Coaker Seconded by: Benny Maresca

Roll Call Vote:

Ayes: 5 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 3/3/22.

, Clerk

3/3/22

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 BOROUGH OF ENGLISHTOWN APPOINTING
RONALD C. PETRICS, C.P.A. DISTRICT AUDITOR FOR 2022**

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 2022.

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: *Pete Cooke*

Seconded by: *Tom Rutland*

Roll Call Vote:

Ayes: 5 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 3/3/22.

[Signature], Clerk

3/3/22

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 ENGLISHTOWN BOROUGH APPOINTING
JOSEPH D. YOUSSEUF, ESQ. BOARD ATTORNEY FOR THE
YEAR 2022**

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 2022.

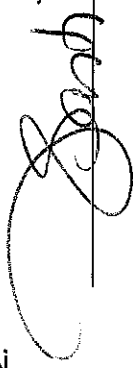
BE IT FURTHER RESOLVED that a notice of professional contract award be published in the official newspaper of the District as required by N.J.S.A. 40A:11-5 (1)(a)(i).

Moved by: Pete Cooke Seconded by: Nickie Sant

Roll Call Vote:

Ayes: 5 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 3/3/22.

, Clerk

3/2/22

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 BOROUGH OF ENGLISHTOWN APPOINTING
GEORGE LANG BOARD ACCOUNTANT FOR 2022**

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 2022.

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: *Pete Cooke* Seconded by: *Gerry Maurice*
Roll Call Vote:

Ayes: *4* Nays: *1* 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 3/2/22 .

 _____, Clerk

3/2/22

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 ENGLISHTOWN APPOINTING
THE OLIVER L.E. SODEN AGENCY INSURANCE AGENT
FOR THE YEAR 2022**

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 2022.

Moved by: *Pete Cooke*

Seconded by: *Gerry Marasca*

Roll Call Vote:

Ayes	<i>5</i>	Nays	Absent	Abstain
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Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners

Fire District No.1 Englishtown on 3/2/22/

[Signature], Clerk

3/3/22

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO. 1 BOROUGH OF ENGLISHTOWN APPOINTING THOMAS FRUEH DISTRICT ENGINEER FOR THE YEAR 2022

WHEREAS, The Board of Fire Commissioners of Fire District No.1 Englishtown Borough is statutorily authorized to appoint personnel to insure the orderly and proper functioning of the fire district equipment and apparatus; and

WHEREAS, The Board of Fire Commissioners believe that it is necessary, proper and in the public interest to appoint an Engineer to be responsible for the maintenance of District vehicles and equipment; and

WHEREAS, Thomas Frueh has the requisite knowledge and skills to perform the duties required to maintain fire prevention/fire suppression equipment and apparatus; and

WHEREAS, adequate funds have heretofore been appropriated in the fire district budget to fund said position

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Board of Fire Commissioners of Fire District No. 1 Borough of Englishtown that Thomas Frueh is hereby appointed District Engineer for the year 2022.

Moved By: *Pete Cooke*

Seconded By: *Gery Maruca*

Roll Call Vote:

Ayes: *5* Nays:

Abstain: Absent:

Certified to be a true copy of a Resolution duly adopted by the Board of Fire Commissioners of Fire District No. 1 Borough of Englishtown on 3/3/22.

[Signature]
Clerk

3/3/22

**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 2022**

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 2022.

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: *Pete Cooke* Seconded by: *Tom Kuklinski*

Roll Call Vote:

Ayes: *5* 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 3/3/22.

[Signature], Clerk

Englishtown Fire Department

Englishtown, NJ

This report was generated on 3/3/2022 7:29:29 PM



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: 02/01/2022 | End Date: 02/28/2022

Incident Date	Incident #	Address	Zone	Custom Questions
118 - Trash or rubbish fire, contained				
02/24/2022	2022-53	4 VICTORY DR ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
311 - Medical assist, assist EMS crew				
02/20/2022	2022-48	1 WILSON AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
412 - Gas leak (natural gas or LPG)				
02/02/2022	2022-29	58 OXFORD CT ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
02/14/2022	2022-38	2 GORDONS CORNER RD ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
424 - Carbon monoxide incident				
02/22/2022	2022-49	305 STAMFORD SQ ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
444 - Power line down				
02/04/2022	2022-31	35 LASATTA AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
743 - Smoke detector activation, no fire - unintentional				
02/18/2022	2022-47	49 LASATTA AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
Staffing Level				
No Response - Fire Call - Short Staffed (< 3 FF1)				1
Responded as Normal				6

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

This report was generated on 3/3/2022 7:30:19 PM



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: 02/01/2022 | End Date: 02/28/2022

Incident Date	Incident #	Address	Zone	Custom Questions
111 - Building fire				
02/09/2022	2022-34	127 WEMROCK RD FREEHOLD TWP, NJ 07728	Freehold Independent Fire Company	Staffing Level: Responded as Normal
02/17/2022	2022-44	190 TICONDEROGA BLVD FREEHOLD TWP, NJ 07728	Freehold Independent Fire Company	Staffing Level: Responded as Normal
02/24/2022	2022-54	39 MT VERNON RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
113 - Cooking fire, confined to container				
02/01/2022	2022-28	605 JUSTIN WAY MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
02/03/2022	2022-30	105 ASPEN LN FREEHOLD TWP, NJ 07728	Freehold Independent Fire Company	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
02/17/2022	2022-42	216 WOODWARD RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
118 - Trash or rubbish fire, contained				
02/24/2022	2022-53	4 VICTORY DR ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
311 - Medical assist, assist EMS crew				
02/20/2022	2022-48	1 WILSON AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
324 - Motor vehicle accident with no injuries.				

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.



02/11/2022	2022-36	DEER WAY MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
352 - Extrication of victim(s) from vehicle				
02/09/2022	2022-33	202 State Route 33 MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal, Delayed (> than 10 Min)
412 - Gas leak (natural gas or LPG)				
02/02/2022	2022-29	58 OXFORD CT ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
02/08/2022	2022-32	3 AMANDA CT MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
02/14/2022	2022-38	2 GORDONS CORNER RD ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
424 - Carbon monoxide incident				
02/22/2022	2022-49	305 STAMFORD SQ ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
442 - Overheated motor				
02/15/2022	2022-41	4 TWIN LAKES DR MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
444 - Power line down				
02/04/2022	2022-31	35 LASATTA AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
02/17/2022	2022-43	43 SWEETMANS LN MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
02/18/2022	2022-46	PENSION HILL RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
520 - Water problem, other				
02/15/2022	2022-40	103 PENSION RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
522 - Water or steam leak				

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02/23/2022	2022-51	363 State Route 33 MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
571 - Cover assignment, standby, moveup				
02/17/2022	2022-45	330 STILLWELLS CORNER RD FREEHOLD TWP, NJ 07728	Freehold Independent Fire Company	Staffing Level: Responded as Normal
611 - Dispatched & cancelled en route				
02/14/2022	2022-37	2 MARIGOLD DR MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
02/26/2022	2022-55	63 HEDGEROW LN MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
651 - Smoke scare, odor of smoke				
02/24/2022	2022-52	51 DEER WAY MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
735 - Alarm system sounded due to malfunction				
02/22/2022	2022-50	17 SWEETMANS LN MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
736 - CO detector activation due to malfunction				
02/11/2022	2022-35	14 SMOCK CT MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
743 - Smoke detector activation, no fire - unintentional				
02/18/2022	2022-47	49 LASATTA AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
745 - Alarm system activation, no fire - unintentional				
02/15/2022	2022-39	48 COMTOIS RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal, Delayed (> than 10 Min)
Staffing Level				
No Response - Fire Call - Short Staffed (< 3 FF1)				3
Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)				2
Responded as Normal				21

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.



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7:59 PM

03/03/22

Accrual Basis

Englishtown Fire District No. 1 Bill List

As of March 3, 2022

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							
Check	02/11/2022	7069	Continental Fire and Safety				*****
Check	02/11/2022	7070	Lincoln Financial	Fire Fighting Equipment		508.50	*****
Check	02/11/2022	7071	Lincoln Financial	Length of Service Awards		25,755.00	*****
Check	02/11/2022	7072	Lincoln Financial	Length of Service Awards		19,182.00	*****
Deposit	02/16/2022				225.00	21,444.00	*****
Check	03/03/2022	7073	Blaze Emergency Equipment Com...	~SPLIT-			*****
Check	03/03/2022	7074	Monmouth County Treasurer	Trucks		428.00	*****
Check	03/03/2022	7075	NetLink	Elections		81.50	*****
Check	03/03/2022	7076	American Cloud Service	Professional Services		199.00	*****
Check	03/03/2022	7077	Optimum	Utilities		97.33	*****
Check	03/03/2022	7078	Manalapan - Englishtown Board of ..	Utilities		384.35	*****
Check	03/03/2022	7079	Withum Smith & Brown	Fuel		427.08	*****
Check	03/03/2022	7080	Complete Security Systems Inc.	Accrued Audit Expense		9,682.00	*****
Check	03/03/2022	7081	NJ Natural Gas	Building		489.00	*****
Check	03/03/2022	7082	Englishtown Automotive	Utilities		9,644.68	*****
Check	03/03/2022	7083	Oliver L.E. Soden Agency	Trucks		52.95	*****
Check	03/03/2022	7084	Verizon Wireless	Insurance Premiums		3,125.00	*****
Check	03/03/2022	7085	Jersey Central Power & Light	Utilities		614.66	*****
Check	03/03/2022	7086	Safety and Survival Training	Utilities		2,980.46	*****
Check	03/03/2022	7087	Englishtown Fire Department	Training		1,400.00	*****
Check	03/03/2022	7088	new jersey fire equipment	Contract - Volunteer Fir...		3,000.00	*****
Check	03/03/2022	7089	Motorola Solutions Inc.	Fire Fighting Equipment		137.24	*****
Total Brunswick Bank Checking					225.00	99,291.46	*****
TOTAL					225.00	99,291.46	*****

Englishtown Fire Department

Englishtown, NJ

This report was generated on 3/3/2022 7:31:05 PM



Incident Count with Man-Hours per Zone for Date Range

Incident Type(s): All Incident Types | Start Date: 02/01/2022 | End Date: 02/28/2022

ZONE	INCIDENT COUNT	MAN-HOURS
13-12-1 - Englishtown fire department	6	8:53
13-16-1 - Freehold Independent Fire Company	4	16:28
13-26-2 - Manalapan Fire Company #1	11	47:26
13-26-2P - Manalapan Primary Response Area	6	9:15

TOTAL

27

82:02

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

This report was generated on 3/3/2022 7:28:51 PM



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: 02/01/2022 | End Date: 02/28/2022

ANSWERS	# INCIDENTS	% of Total
USER-DEFINED FIELD: Staffing Level (Required)		
No Response - Fire Call - Short Staffed (< 3 FF1)	3	11%
Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)	2	7%
Responded as Normal	20	74%
Responded as Normal, Delayed (> than 10 Min)	2	7%

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.