

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday July 7th, 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 8:04 P.M.

1. **Sunshine Statement** by District 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, Gerald Maresca, Thomas Kirkland, Treasurer Melissa Scarrone

Absent: Clerk Victoria Sarti

Legal: The DCA audit deadline has been set for 8/31/2022. All elections and budget submission timeframes remain the same as in previous years.

June 2022 Minutes: June minutes were tabled due to a lack of a quorum from June's meeting. Motined by T. Kirkland, second by P. Cooke. Motion passed unanimously

June 2022 Financials: A motion was made by P. Cooke and a Second was made by G. Maresca to accept the Bills. Motion passed unanimously

Auditor/Accountant:

- None

Chief's Report:

- See Attached Report submitted by Captain O'Brien

Administrative Engineer's Report:

- See attached Report.

President's Report:

- Discussion was held and the Fire Company will be looking into a company to clean the drainage ditch and gutters on the property.

Fire Bureau:

- See attached report

LOSAP:

- None

Correspondence:

- None

Insurance:

- G. Maresca to contact the Soden Agency regarding filing a claim for repairs to the air compressor motor. It's believed to be damaged by a power surge.

Membership:

- One application given out.

Old Business:

- None

New Business:

- None

Purchase Requests:

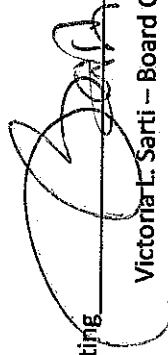
Captain O'Brien requested for a price not to exceed \$500.00 for miscellaneous PPE items. The Board unanimously approved.

Public Open Portion:

- None

Meeting Adjournment: at 8:35 P.M. After a motion by G. Maresca and Seconded by T. Kirkland and approved by a unanimous roll call vote.

Certified at the August 4th, 2022, regularly scheduled meeting

A handwritten signature in black ink, appearing to read 'Victoria L. Sarti', is written over a horizontal line.

Victoria L. Sarti – Board Clerk

Englishtown Comprehensive Report

06/01/2022 to 06/30/2022

	LHU	Non-LHU
Total Open Properties	14	54
Number Inspected	0	0
Number Reinspected	0	0
Number of Inspection Certificates Issued	0	0

Registrations Invoiced	0
Registrations Paid	0
Permits Invoiced	0
Permits Paid	0
Smoke CO Inspected	4
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 (1)

# Property Registration Date Closed	1	Holistic Fusion	06/21/2022
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- Inspections by Type (0)
- Periodic (0)
- Reinspection (0)
- Follow up (0)
- Complaint (0)
- Other (0)

Inspection Inspection Date Re-Inspection 1 Re-Inspection 2 Re-Inspection 3 Inspection Type

Inspections by Inspector (0)

Thomas Kirkland (0)

John Marini (0)

Edward Miller (0)

Inspection Inspection Date Inspector

Notice of Violations Issued (0)

Business Name Notice Date

State Notice of Violations Issued (0)

Business Name Notice Date

Order to Pay Penalty Issued (0)

Business Name Notice Date

Order to Pay Recurring Penalty Issued (0)

Business Name Notice Date

Punitive Closing Order Issued (0)

Business Name Notice Date

Request for Time Extension (0)

Business Name Notice Date

Notice of Imminent Hazard (0)

Business Name Notice Date

Invoiced (0)

Registration Fee:

Permit Fee:

Total Fee:

Business Name Invoice Date Registration Fee Permit Fee Total Fee

GRAND TOTAL			
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Invoiced & Waived (0)

Registration Fee:

Permit Fee:

Total Fee:

Business Name Invoice Date Registration Fee Permit Fee Total Fee

GRAND TOTAL			
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Invoiced LHUs (0)

Registration Fee:

Permit Fee:

Total Fee:

Business Name Invoice Date Registration Fee Permit Fee Total Fee

GRAND TOTAL			
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Invoices Paid (0)

Registration Fee:

Permit Fee:

Total Fee:

Business Name Invoice Date Registration Fee Permit Fee Total Fee

GRAND TOTAL			
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Invoices Unpaid (0)

Registration Fee:

Permit 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

Permits (0)

Missing Application Date: 0

Annual: 0

Seasonal: 0

Type 1: 0

Type 2: 0

Type 3: 0

Type 4: 0

Applicant Application Date Annual Seasonal Type 1 Type 2 Type 3 Type 4
GRAND TOTAL 0 0 0 0 0 0

Invoiced (0)

Registration Fee:

Permit Fee:

Total Fee:

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

Invoices Paid (0)

Registration Fee:

Permit Fee:

Total Fee:

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

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 (1)

Approved: 1
 Denied: 0
 House: 0
 Townhouse: 0
 Condo: 0
 Apartment: 0
 Other: 1

#	Applicant	Application Date	Approved	Denied	House	Townhouse	Condo	Apartment	Other
1	11 WATER STREET	06/20/2022	1	0	0	0	0	0	1
GRAND TOTAL			1	0	0	0	0	0	1

Smoke/CO Certificate - Resale (3)

Approved: 3
 Denied: 0
 House: 2
 Townhouse: 1
 Condo: 0
 Apartment: 0
 Other: 0

#	Applicant	Application Date	Approved	Denied	House	Townhouse	Condo	Apartment	Other
1	21 HAMILTON STREET	06/03/2022	Approved		House				
2	19 W DEY STREET	06/06/2022	Approved		House				
3	24 ENGLISH CLUB DRIVE	06/10/2022	Approved			Townhouse			
GRAND TOTAL			3	0	2	1	0	0	0

Smoke/CO Certificate - By Inspector (4)

Thomas Kirkland (0)
 John Marini (3)
 Edward Miller (0)

#	Applicant	Application Date	Thomas	Kirkland	Edward	Miller	John	Marini
1	11 WATER STREET	06/20/2022						
2	21 HAMILTON STREET	06/03/2022						John Marini

Englishtown Comprehensive Report

05/01/2022 to 05/31/2022

	LHU	Non-LHU
Total Open Properties	14	54
Number Inspected	0	7
Number Reinspected	0	0
Number of Inspection Certificates Issued	0	7

Registrations Invoiced	0
Registrations Paid	0
Permits Invoiced	0
Permits Paid	0
Smoke CO Inspected	7
Smoke CO Approved	7
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 (7)
 - Periodic (7)
 - Reinspection (0)
 - Follow up (0)
 - Complaint (0)
 - Other (0)

#	Inspection	Inspection Date	Re-Inspection			Inspection Type
			1	2	3	
1	Animals & Family Wellness Center Edward Miller 05/05/2022	05/05/2022				Periodic
2	Big Bob's Philly Cheesesteaks Edward Miller 05/05/2022	05/05/2022				Periodic
3	Dunkin Donuts Edward Miller 05/05/2022	05/05/2022				Periodic
4	Englishtown Boro Hall Edward Miller 05/05/2022	05/05/2022				Periodic
5	Englishtown Boro Road Department Edward Miller 05/05/2022	05/05/2022				Periodic
6	Englishtown Fire Department Edward Miller 05/05/2022	05/05/2022				Periodic
7	John Kresge Salon Holdings LLC / Nadia's Salon Edward Miller 05/05/2022	05/05/2022				Periodic

Inspections by Inspector (7)

Thomas Kirkland (0)
John Marini (0)
Edward Miller (7)

#	Inspection	Inspection Date	Inspector
1	Animals & Family Wellness Center Edward Miller 05/05/2022	05/05/2022	Edward Miller
2	Big Bob's Philly Cheesesteaks Edward Miller 05/05/2022	05/05/2022	Edward Miller
3	Dunkin Donuts Edward Miller 05/05/2022	05/05/2022	Edward Miller
4	Englishtown Boro Hall Edward Miller 05/05/2022	05/05/2022	Edward Miller
5	Englishtown Boro Road Department Edward Miller 05/05/2022	05/05/2022	Edward Miller
6	Englishtown Fire Department Edward Miller 05/05/2022	05/05/2022	Edward Miller
7	John Kresge Salon Holdings LLC / Nadia's Salon Edward Miller 05/05/2022	05/05/2022	Edward Miller

Notice of Violations Issued (0)

Business Name Notice Date

State Notice of Violations Issued (0)

Business Name Notice Date

Order to Pay Penalty Issued (0)

Business Name Notice Date

Order to Pay Recurring Penalty Issued (0)

Business Name Notice Date

Punitive Closing Order Issued (0)

Business Name Notice Date

Request for Time Extension (0)

Business Name Notice Date

Notice of Imminent Hazard (0)

Business Name Notice Date

Invoiced (0)
Registration Fee:
Permit Fee:
Total Fee:

Business Name Invoice Date Registration Fee Permit Fee Total Fee

Invoiced & Waived (0)
 Registration Fee:
 Permit Fee:
 Total Fee:

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

Invoiced LHUs (0)
 Registration Fee:
 Permit Fee:
 Total Fee:

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

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

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: \$156.25
 Cash:
 On Acct:
 Money Order:
 Total: \$156.25

Business Name Payment Date Check Cash On Account Money Order Total Payment

1	Dunkin Donuts	05/05/2022	\$156.25			\$156.25
GRAND TOTAL			\$156.25			\$156.25

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

Applicant Application Date Annual Seasonal Type 1 Type 2 Type 3 Type 4
GRAND TOTAL

Invoiced (0)
Registration Fee:
Permit Fee:
Total Fee:

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

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

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

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 (0)
Approved: 0
Denied: 0
House: 0
Townhouse: 0
Condo: 0
Apartment: 0
Other: 0

Applicant Application Date Approved Denied House Townhouse Condo Apartment Other
GRAND TOTAL

Approved: 7
 Denied: 0
 House: 3
 Townhouse: 3
 Condo: 0
 Apartment: 1
 Other: 0

#	Applicant	Application Date	Approved	Denied	House	Townhouse	Condo	Apartment	Other
1	3 GORDONS CORNER ROAD	05/02/2022	Approved		House				
2	71 CARRIAGE LANE	05/02/2022	Approved			Townhouse			
3	32 MAIN STREET	05/02/2022	Approved				Apartment		
4	11 MAIN STREET	05/13/2022	Approved		House				
5	51 QUEENS WAY	05/16/2022	Approved			Townhouse			
6	12 W DEY STREET	05/23/2022	Approved		House				
7	48 CARRIAGE LANE	05/23/2022	Approved			Townhouse			
GRAND TOTAL			7	0	3	3	0	1	0

Smoke/CO Certificate - By Inspector (7)
 Thomas Kirkland (0)
 John Marini (6)
 Edward Miller (0)

#	Applicant	Application Date	Thomas Kirkland	Edward Miller	John Marini
1	3 GORDONS CORNER ROAD	05/02/2022			
2	71 CARRIAGE LANE	05/02/2022			John Marini
3	32 MAIN STREET	05/02/2022			John Marini
4	11 MAIN STREET	05/13/2022			John Marini
5	51 QUEENS WAY	05/16/2022			John Marini
6	48 CARRIAGE LANE	05/23/2022			John Marini
7	12 W DEY STREET	05/23/2022			John Marini
GRAND TOTAL			0	0	0

Payments (3)
 Check: \$135.00
 Cash:
 Credit Card:
 Visa Consumer Check:
 On Acct:
 Money Order:
 Total: \$135.00

#	Business Name	Payment Date	Check Cash	Credit Card	Visa Check	On Account	Money Order	Total Payment
1	MARANO, DONNA	05/04/2022	\$45.00					\$45.00
2	RILEY, THOMAS JR & GRECO, MARIA	05/19/2022	\$45.00					\$45.00
3	MITCHELL, DIANE P	05/23/2022	\$45.00					\$45.00
GRAND TOTAL			\$135.00					\$135.00

Englishtown Fire District #1 Meeting

July 7th 2022

Captain's Report (for Chief Sarti)

Incidents for June 2022

- 33 Calls for the month
 - 6 in Englishtown
 - 19 in 26-2
 - 2 in the 26-2 Contract Area
 - 6 in Millstone
- For Englishtown, 6 Calls Total. Responded to 4 calls as normal, 2 calls under-staffed.
- For all calls, 33 Calls Total. Responded to 30 calls as normal, 3 under-staffed, and 1 no response.
- Notable Incidents
 - 6/12/2022 Engine 12-75 responded to a House Fire at 32 Stagecoach Rd – Millstone
 - 6/15/2022 Hazmat Incident involving Muriatic Acid in on Woodward Rd in Manalapan
 - 6/15/2022 Medevac Landing in Millstone for a Motor Vehicle Accident
 - 6/27/2022 Porch Fire on Dey Grove Road. Engine 12-74 First Due, Chief 12-66 with command.

Training

- Newer members attended Middletown Fire Academy on June 27th for a SCBA Competency Course with 26-2.
- Application for Firefighter I/II sent in to Academy for Brendan Seixas. Waiting on Ryan Chandler to return his for submission to the Academy.
- Working on schedule for Fall Training Calendar

Purchasing

- Still waiting on vendors to get back regarding a spec for new Turnout Gear.
- New Pagers are in, waiting to be programmed by LT Kole.
- Purchased Helmet fronts for 8 helmets from Witmer for \$384.
- Looking for approval NTE \$500 for Misc PPE items from Witmer, including work gloves, safety glasses, and glasses cases.
- Fire Department is looking into Purchase Holmatro Tools with their own budget.

Regards,

Capt. O'Brien

Englishtown Fire Department

Englishtown, NJ

This report was generated on 7/7/2022 7:41:29 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: 06/01/2022 | End Date: 06/30/2022

Incident Date	Incident #	Address	Zone	Custom Questions
06/14/2022	2022-162	307 STAMFORD SQ ENGLISHTOWN, NJ 07726	Englishtown	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
444 - Power line down				
06/02/2022	2022-149	45 MAIN ST ENGLISHTOWN, NJ 07726	Englishtown	Staffing Level: Responded as Normal
06/13/2022	2022-160	WOOD AVE ENGLISHTOWN, NJ 07726	Englishtown	Staffing Level: Responded as Normal
06/24/2022	2022-173	39 LASATTA AVE ENGLISHTOWN, NJ 07726	Englishtown	Staffing Level: Responded as Normal
745 - Alarm system activation, no fire - unintentional				
06/05/2022	2022-150	56 MAIN ST ENGLISHTOWN, NJ 07726	Englishtown	Staffing Level: Responded as Normal
746 - Carbon monoxide detector activation, no CO				
06/17/2022	2022-167	31 TENNENT AVE ENGLISHTOWN, NJ 07726	Englishtown	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
Staffing Level				
Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)		2		
Responded as Normal		4		

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.



8:00 PM

07/07/22

Accrual Basis

Englishtown Fire District No. 1 Bill List As of July 7, 2022

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							
Check	07/04/2022	7145	NetLink	Professional Services		199.00	*****
Check	07/04/2022	7146	American Cloud Service	Utilities		97.33	*****
Check	07/04/2022	7147	Blaze Emergency Equipment Com...	Trucks		3,473.95	*****
Check	07/04/2022	7148	Joseph D. Youssouf	Other Accounts Payable		7,852.00	*****
Check	07/04/2022	7149	Verizon Wireless	Utilities		307.32	*****
Check	07/04/2022	7150	Coastal Fire Systems	Building		1,499.61	*****
Check	07/04/2022	7151	new jersey fire equipment	Fire Fighting Equipment		93.10	*****
Check	07/04/2022	7152	Monmouth County Clerk	Elections		116.97	*****
Check	07/04/2022	7153	Jersey Central Power & Light	Utilities		1,258.71	*****
Check	07/04/2022	7154	SHI International corp.	Purch-Chief Vehicle/Fir...		1,571.22	*****
Check	07/04/2022	7155	Englishtown Fire Department	Contract - Volunteer FI...		3,000.00	*****
Check	07/04/2022	7156	Lester Glenn Freehold	Trucks		682.80	*****
Deposit	07/04/2022			-SPLIT-	536.25		*****
Deposit	07/04/2022			Fire District Taxes	224,444.00		*****
Check	07/07/2022	7157	Optimum	Utilities		128.09	*****
Total Brunswick Bank Checking					224,780.25	20,280.10	*****
TOTAL					224,780.25	20,280.10	*****

ENGINEERS REPORT JUNE 2022

KLR inspected and serviced ladders
1267 vehicle to ford recall work
1276 yearly service and inspection
Tahoe repair of air bag issue
Contacted blaze 1274 starting issue parts are ordered
Coastal service of air compressors and air quality test
Results of air quality test have been posted
1274 strip lite drivers compartment fixed by members.
Posted air quality results for scba compressor
Received extinguisher tags from Jersey coast fire equipment at request of captain O'Brien

Mileage for June

1266 dodge N/A

1266 Chew N/A

1267 43,714

1287 24.128

1274 23,808

1275 37,343

1276 no change

1293 no change

1203 N/A

Administrative Engineer

Thomas Frueh