

The Board of Fire Commissioners Fire District 1, Borough of Englishtown, State of New Jersey convened on Thursday September 7, 2023, in the formal meeting room of the Englishtown Fire Department, 3 South main St, Englishtown, NJ.

The meeting was called to order by Chairman P. Cooke at 8:02 P.M.

1. The Sunshine Statement was read by Chairman P. 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.

Rollcall showed the following Board members in attendance:

Present: M. Scarrone, P. Cooke, B. Stonaker & T. Kirkland

Excused: G. Maresca

Minutes: Minutes for the August 3rd meeting were motioned by P. Cooke and seconded by B Stonaker. The motion was approved by a rollcall vote.

Ayes: P. Cooke, M. Scarrone, B. Stonaker & T. Kirkland

Absent: G. Maresca

Minutes of the August 3rd executive session were motioned by P. Cooke and seconded by B. Stonaker. The motion was passed by a rollcall vote.

Ayes: M. Scarrone, B. Stonaker, T. Kirkland and P. Cooke

Absent: G. Maresca

Financial: A motion was made by P. Cooke and seconded by B. Stonaker to accept the bill list in an amount of \$57,356.39. The motion was approved by a rollcall vote.

Ayes: M. Scarrone, B. Stonaker, P. Cooke & T. Kirkland

Absent: G. Maresca

Insurance: Nothing to report

Legal: J. Yousouff advised that neighboring Manalapan Fire Dist. 2 is moving their elections to the November general election.

T. Kirkland requested a copy of the resolution appointing Ken Marr as Fire Official

Audit/Book keeper: M. Scarrone reported that all info has been provided to the Book Keeper and Auditor to prepare the annual audit.

Chief's Report: No report.

President's Report: No report.

Fire Bureau: Copy of submitted report attached.

District Engineer's Report: copy of submitted report attached.

Membership: No report.

Purchases: Deputy Chief O'Brien presented the following items for request:

2 harnesses & Sked, prices from Wittmer Public Safety (\$2,440) and Continental Fire Safety (\$2,030.60)

Pulleys & Rope Hardware from Wittmer Public Safety (\$1,787) and Continental Fire Safety (\$2,291.50)

Motion was passed to purchased harness & sked from Wittmer, and pulleys & hardware from Continental.

LOSAP: Nothing to report,

Old Business: T. Kirkland asked if there was any progress on the tree trimming and fence repair. No information had been passed along.

Correspondence: Email from NJ Division of Fire Safety regarding information pending for appointing Ken Marr as Fire Official.

Open to the Public: Kim Sabin (22 Tennent Ave) spoke regarding the planned September 11th memorial at the fire station.

New Business: N/A

Meeting Adjourn: at 8:29 P.M. Motioned by P. Cooke and seconded by B. Stonaker and approved by a rollcall vote.

Certified at the October 5, 2023 meeting:



7:44 PM

Englishtown Fire District No. 1

Bill List

As of September 7, 2023

09/07/23

Accrual Basis

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							
Check	09/07/2023	7410	Fire and Safety Services	Trucks		4,614.75	*****
Check	09/07/2023	7411	NJ Natural Gas	Utilities		56.75	*****
Check	09/07/2023	7412	Manalapan - Englishtown Regional...	Fuel		724.07	*****
Check	09/07/2023	7413	Englishtown Automotive	Trucks		465.30	*****
Check	09/07/2023	7414	fire flow services	Trucks		4,966.50	*****
Check	09/07/2023	7415	Electronic Measurement Labs, Inc.	Trucks		693.86	*****
Check	09/07/2023	7416	Jersey Coast Fire Equipment	Building		188.95	*****
Check	09/07/2023	7417	Verizon Wireless	Utilities		307.25	*****
Check	09/07/2023	7418	Jersey Central Power & Light	Utilities		1,723.80	*****
Check	09/07/2023	7419	Manalapan Hardware	Building		23.48	*****
Check	09/07/2023	7420	Optimum	Utilities		120.00	*****
Check	09/07/2023	7421	American Cloud Service	Utilities		97.33	*****
Check	09/07/2023	7422	NetLink	Professional Services		199.00	*****
Check	09/07/2023	7423	State Of New Jersey	Employee Benefits		5.29	*****
Check	09/07/2023	7424	First Responder Joint Insurance Fu...	Insurance Premiums		28,211.00	*****
Check	09/07/2023	7425	Blaze Emergency Equipment Com...	Trucks		4,871.78	*****
Check	09/07/2023	7426	Jungle Laser, LLC	UFSA Other Expenses		690.00	*****
Check	09/07/2023	7427	Englishtown Fire Department	-SPLIT-		7,335.58	*****
Check	09/07/2023	7428	Anderson Rescue Solution	Fire Fighting Equipment		1,718.70	*****
Check	09/07/2023	7429	Municipal Emergency Services	Building		343.00	*****
Total Brunswick Bank Checking					0.00	57,356.39	*****
TOTAL					0.00	57,356.39	*****

AUGUST 2023 ENGINEERS REPORT

1275 hydraulic steps serviced and repairs made

1274 a/c 2 new condenser fans and air filter installed

1287 new auto eject installed

Mask wipes ordered

Hose testing completed lost 4 lengths of hose do to age and failure

Pump testing scheduled 8/22 completed all passed.

Oil change and new battery installed on 1230

Fabrication work done 1274 on extrication compartment for install of new extraction tools.

Air quality test on scba air compressor.

I will be meeting with Lt. Spierto to go over service reports and put a plan together for repairs.

New registration for 1266 in put in chiefs box.



Borough of Englishtown - Fire Prevention Bureau

3 South Main St., P.O. Box 2
Englishtown, NJ. 07726
Phone: 732-446-4818 / Fax: 732-446-8285
fireofficial@englishtownfd.com

Ken Marr, Jr., Fire Official



TO: Board of Fire Commissioners
Borough of Englishtown
Fire District #1

From: Ken Marr, Jr.
Fire Official

Ref: Month of August 2023.

First and foremost I would like to take this opportunity to thank you all very much for this wonderful opportunity to serve the district as your Fire Marshal/Official. I am truly honored and looking forward to it.

Secondly, I would like to apologize for not being at my first District meeting, but I am at a prior engagement (Fundraiser) for another municipality. Tickets were purchased three months ago. Yes, a cigar event but, for Aberdeen Township PBA.

1. The fire vehicle kept dying and had to be jump started several times. Plus, it was overdue for the annual service. I took the car to Englishtown Automotive, the vehicle was repaired and serviced. He was going to forward the bill to the district as in the past. ~~If I must requisition it, please let me know.~~ *Spoke to Missy,*
2. The web site has been updated and more informational links will be placed on it for residents to view.
3. Email, Phone, and computer have all been changed over and are operating. I have been working with the Jungle Laser people, receiving updates, making changes, and following up on which inspections have paid the 2023 registration fee and who has not, along with inspections that were done and those that need to be complete.
4. ~~I would like to ask that the treasurer commissioner, please go to the bank and get the required paperwork changed over. I went to make the deposits and Mid Penn Bank is no longer accepting deposits of any transactions using the old Brunswick Bank and Trust paperwork. They took the deposit, allowing me to use a slip they provided but would not allow me to make any changes as I am not on the account.~~

Spoke to Missy

5. I would also ask that the paperwork process be complete for payroll with the Borough, they (Jodi) are requesting something on official letterhead or a resolution of the appointment effective August 01, 2023, for payroll. *Spoke to Missy*

6. Also attached is the email from the State of New Jersey DCA/DFS requesting the same information be sent to them. I have provided the email and copy of my certificate.

Deposits from the Smoke Detector / CO inspection for the month were. *\$180.00*

I have attached two invoices from Jungle laser that they stated were past due. I would like to meet with the board to discuss this system and payment. *Spoke to Missy*

This office investigated an alarm issue with the Brandywine facility and followed up to confirm that the fire detection / suppression system was functioning correctly. Also followed up with the quarterly fire inspection, which is complete.

This office will be actively performing inspection of all Life Hazard Uses and Non- Life Hazard uses, within the next week. I have been going through all the files in the office, purging some and making changes to others. It has been a month of office paperwork.

This office is also sending out letters to the property owners of the following location. I will have a meeting with them to advise as to what the Fire District expects from the property owners, in complying with ordinances and fire codes.
28 Harrison, 30 Park Ave, 5 S. Main St.

Any questions or comments, please do not hesitate to reach out to me. You all should have my cell number or email address.

Respectfully,



Ken Marr, Jr.
Fire Marshal/Official.