

The Board of Fire Commissioners Fire District 1, Borough of Englishtown, State of New Jersey convened on Thursday November 2, 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 7:58 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, G. Maresca & T. Kirkland

Executive: A motion was made by P. Cooke and seconded by G. Maresca to enter Executive Session at 8:03.

Minutes: Minutes for the October 5th 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, G. Maresca & T. Kirkland

Minutes for the October 5th Executive session was motioned by P. Cooke and seconded by B. Stonaker. The motion was approved by a rollcall vote.

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

Financial: A motion was made by P. Cooke and seconded by B. Stonaker to accept the bill list in an amount of \$22,880.92. The motion was approved by a rollcall vote.

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

Insurance: T. Kirkland inquired if the damage to our fence was reported to the insurance company. It was reported that the damage would have been under our deductible to file a claim.

Legal: Nothing to report

Audit/Book keeper: Budget workshop has begun; preliminary figures were discussed. To be finalized in December

Chief's Report: See attached report

President's Report: No formal report. A tree came down damaging a section of the fence. The auxiliary shed has been cleaned out.

Fire Bureau: Copy of submitted report attached.

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

Membership: No report.

Purchases: Deputy Chief O'Brein requested \$1,000 for supplies for four (4) members to attend shoring training with Asbury Park FD.

LOSAP: P. Cooke reported still awaiting updated letter from FD secretary regarding G. Maresca's LOSAP contribution. The submitted letter was missing the year.

Old Business: Still no progress regarding tree trimming.

Correspondence: N/A

Open to the Public: Motion to open to the public was made by P. Cooke and seconded by T. Kirkland at 9:16.

Tim Kirkland (Englishtown Fire Dept) discussed the 2023 memo sent from Division of Local Government with the figures for LOSAP contributions for the year. He advised that the numbers differed depending on if the agency is a municipal or district.

With no further comment from the public a motion was made by P. Cooke and seconded by B. Stonaker to close to the public at 9:23.

New Business: Resolution of the Board of Fire Commissioners Fire District 1 Borough of Englishtown authorizing application to the American Rescue Plan Firefighter grant program. Motioned by P. Cooke and seconded by T. Kirkland. Motion was passed by a rollcall vote.

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

Meeting Adjourn: at 9:27 P.M. Motioned by P. Cooke and seconded by B. Stonaker and approved by a rollcall vote.

Certified at the December 7, 2023 meeting: _____

New solenoid switch installed by members. 1293

New tires on 1275 2 front and d/s rear.

9 scba's returned all passed hydro testing

Mask wipes are in.

Rear brakes and drums repaired 1274

1274 cab lock broke 3 weeks for parts. Temporary repair

1274 3 gates repaired on pump gates 1,4 and p/s master.

1274 new washer fluid pump installed for wipers and washer fluid

1293 out at Englishtown auto starting issue new switch in dash and oil change completed

1274 parts on order for input output shafts for pump gear 4 weeks for parts

1274 air primer parts ordered.

Hydraulic pump for Holmotro tools ESI checked for possible leak no problems found tightened fittings tested unit under pressure



Bureau of Fire Prevention of the Borough of Englishtown
3 South Main St., P.O. Box 2
Englishtown, NJ. 07726
Phone: 732-446-4818 / Fax: 732-446-8285
firemarshal@englishtownfd.com
Ken Marr, Jr., Fire Marshal



TO: Board of Fire Commissioners
Englishtown Fire Dist. #1.

From: Ken Marr, Jr.
Fire Marshal

Ref: Month of October 2023

Date: Nov 02, 2023

9 Fire Registrations	\$1656.00
3 Smoke/Co Insp.	\$ 205.00
Total turned over	\$1861.00

Following (LHU) locations were inspected. Those having violations, will be followed up on in December.

Allies	12 Dey St.
Englishtown Auto	14 Tennent Ave.
Quick Check	1 Wilson Ave.
Walgreens	2 Gordons Corner Rd.
Yorktown Liq.	14 Wilson Ave.

Respectfully Submitted,

Ken Marr, Jr.
Fire Marshal.

7:36 PM

11/02/23

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of November 2, 2023

Type	Date	Num	Name	Split	Debit	Credit	Balance

Brunswick Bank Checking							*****
Deposit	10/26/2023			-SPLIT-	205.00		*****
Check	10/26/2023	7463	Englishtown Fire Department	Contract - Volunteer Fir...		3,000.00	*****
Check	10/26/2023	7464	Englishtown Fire Department	Contract - Volunteer Fir...		3,000.00	*****
Check	11/02/2023	7448	American Cloud Service	Utilities		97.33	*****
Check	11/02/2023	7449	NetLink	Professional Services		199.00	*****
Check	11/02/2023	7450	NJ Natural Gas	Utilities		1,277.50	*****
Check	11/02/2023	7451	Manalapan - Englishtown Regional...	Fuel		760.00	*****
Check	11/02/2023	7452	new jersey fire equipment	Fire Fighting Equipment		365.40	*****
Check	11/02/2023	7453	Blaze Emergency Equipment Com...	Trucks		3,156.91	*****
Check	11/02/2023	7454	Matt O'Brien	Fire Fighting Equipment		303.95	*****
Check	11/02/2023	7455	Borough of Englishtown - Water S...	Utilities		290.00	*****
Check	11/02/2023	7456	Continental Fire and Safety	Fire Fighting Equipment		6,868.50	*****
Check	11/02/2023	7458	Jersey Central Power & Light	Utilities		1,143.33	*****
Check	11/02/2023	7459	Witmer	Fire Fighting Equipment		686.00	*****
Check	11/02/2023	7460	SHI International corp.	Office Supplies		984.00	*****
Check	11/02/2023	7461	Action Uniform Co-	Fire Fighting Equipment		2,248.50	*****
Check	11/02/2023	7462	County Of Union	Training		150.00	*****
Total Brunswick Bank Checking					205.00	25,100.42	*****
TOTAL					205.00	25,100.42	*****

Englishtown Auto Gas

22,880.92

ENGLISHTOWN FIRE DEPARTMENT



POST OFFICE BOX 1 – 3 SOUTH MAIN STREET – ENGLISHTOWN, NEW JERSEY 07726
732-446-4818 • FAX 732-446-8285

2023

NOVEMBER CHIEF'S REPORT

The Englishtown Fire Department had 39 calls for service for the month of October 2023, for a total of 57:23 Staff Hours. Of the 39 Calls, **this Station Failed to respond to 8 Calls, and responded short staffed to 5 calls. 26 calls responded as full staff. We answered 79% of our calls and failed to respond to 21% of our calls.**

For Englishtown, there were 9 calls for service for the month of October 2023, for a total of 18:03 Staff Hours. Of the 9 calls, **we responded full staff to 6 calls, responded to 1 call short staffed and we failed to respond to 2 calls. We answered 78% of our calls.**

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Lou Sarti'.

Lou Sarti

Chief

Englishtown Fire Department

Englishtown Fire Department



Englishtown, NJ

This report was generated on 11/2/2023 7:31:10 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: 10/01/2023 | End Date: 10/31/2023

ANSWERS	# INCIDENTS	% of Total
USER-DEFINED FIELD: Staffing Level (Required)		
No Response - Fire Call - Short Staffed (< 3 FF1)	7	18%
No Response - No Engine Driver Available	1	3%
Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)	5	13%
Responded as Normal	25	64%
Responded as Normal, Delayed (> than 10 Min)	1	3%

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.



Englishtown Fire Department

Englishtown, NJ

This report was generated on 11/2/2023 6:25:22 PM



Incident Count with Man-Hours per Zone for Date Range

Incident Type(s): All Incident Types | Start Date: 10/01/2023 | End Date: 10/31/2023

ZONE	INCIDENT COUNT	MAN-HOURS
13-12-1 - Englishtown fire department	9	18:03
13-15-1 - Freehold Fire Department	2	2:11
13-26-1 - Gordon's Corner Fire Company	3	2:06
13-26-2 - Manalapan Fire Company #1	14	20:34
13-26-2P - Manalapan Primary Response Area	10	12:49
13-32-1 - Millstone Fire Department	1	1:41
TOTAL	39	57:23

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 11/2/2023 6:33:24 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: 10/01/2023 | End Date: 10/31/2023

Incident Date	Incident #	Address	Zone	Custom Questions
10/26/2023	2023-320	17 GENESIS ST Manalapan (Township of), NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
311 - Medical assist, assist EMS crew				
10/16/2023	2023-304	61 DEEWATER CIR MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
324 - Motor vehicle accident with no injuries.				
10/21/2023	2023-312	270 MONMOUTH RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
412 - Gas leak (natural gas or LPG)				
10/18/2023	2023-307	155 MILLHURST RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
10/19/2023	2023-309	LASATTA AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
10/26/2023	2023-318	21 ENGLISH CLUB DR Englishtown, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
424 - Carbon monoxide incident				
10/05/2023	2023-289	22 DORTMUNDER DR MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
442 - Overheated motor				
10/19/2023	2023-308	4 KING CHARLES CT ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal

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.

10/09/2023	2023-292	45 PENSION RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
10/09/2023	2023-293	WATER ST Englishtown, NJ 07726	Englishtown fire department	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
520 - Water problem, other				
10/02/2023	2023-286	35 CARRIAGE LN Englishtown, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal, Delayed (> than 10 Min)
10/09/2023	2023-295	GOLD CT MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
531 - Smoke or odor removal				
10/25/2023	2023-316	1 HUGGINS LN Manalapan (Township of), NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
10/25/2023	2023-317	105 IRON ORE RD Manalapan (Township of), NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
571 - Cover assignment, standby, moveup				
10/15/2023	2023-302	49 W MAIN ST Freehold, NJ 07728	Freehold Fire Department	Staffing Level: Responded as Normal
600 - Good intent call, other				
10/19/2023	2023-311	ENGLISH CLUB DR ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
611 - Dispatched & cancelled en route				
10/02/2023	2023-287	SMITHBURG RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
10/09/2023	2023-290	600 GOLD CT Manalapan (Township of), NJ 07726	Manalapan Primary Response Area	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
10/09/2023	2023-291	20 KING CHARLES CT Englishtown, NJ 07726	Englishtown fire department	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
10/12/2023	2023-298	520 State Route 33 Millstone (Township of), NJ 08535	Millstone Fire Department	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)

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10/15/2023	2023-301	90 WILSON AVE Manalapan (Township of), NJ 07726	Manalapan Primary Response Area	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
10/16/2023	2023-303	270 SMITHBURG RD Manalapan (Township of), NJ 07726	Manalapan Fire Company #1	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
10/19/2023	2023-310	270 SMITHBURG RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
10/24/2023	2023-314	58 POPLAR PL Freehold (Township of), NJ 07728	Freehold Fire Department	Staffing Level: Responded as Normal
10/26/2023	2023-319	25 SANDPIPER DR Manalapan (Township of), NJ 07726	Gordon's Corner Fire Company	Staffing Level: Responded as Normal
10/27/2023	2023-321	150 WOODWARD RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
10/31/2023	2023-322	39 SMALLWOOD LN Manalapan (Township of), NJ 07726	Gordon's Corner Fire Company	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
631 - Authorized controlled burning				
10/01/2023	2023-285	54 DEY GROVE RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
651 - Smoke scare, odor of smoke				
10/24/2023	2023-313	9 MAPLE KNOLL LN MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
652 - Steam, vapor, fog or dust thought to be smoke				
10/17/2023	2023-305	4 WATER ST Englishtown, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
700 - False alarm or false call, other				
10/13/2023	2023-299	155 SHINNECOCK DR MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
735 - Alarm system sounded due to malfunction				

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10/18/2023	2023-306	155 SHINNECOCK DR MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
736 - CO detector activation due to malfunction				
10/09/2023	2023-294	331 OAK KNOLL DR MANALAPAN, NJ 07726	Gordon's Corner Fire Company	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
743 - Smoke detector activation, no fire - unintentional				
10/10/2023	2023-296	669 ST ANDREWS PL MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
10/10/2023	2023-297	203 ENGLISHTOWN FREEHOLD RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
745 - Alarm system activation, no fire - unintentional				
10/24/2023	2023-315	501 JUSTIN WAY Manalapan (Township of), NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
10/31/2023	2023-323	143 State Route 33 Manalapan (Township of), NJ 07726	Manalapan Fire Company #1	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
746 - Carbon monoxide detector activation, no CO				
10/05/2023	2023-288	4 BAILEY CT MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
10/15/2023	2023-300	10 HERITAGE DR Englishtown, NJ 07726	Englishtown fire department	Staffing Level: No Response - No Engine Driver Available
Staffing Level				
		No Response - Fire Call - Short Staffed (< 3 FF1)		7
		No Response - No Engine Driver Available		1
		Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)		5
		Responded as Normal		25
		Responded as Normal, Delayed (> than 10 Min)		1

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.



English Township Fire Department

Englishtown, NJ

This report was generated on 11/2/2023 6:33:57 PM

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

Custom Question(s): Staffing Level | Incident Status(es) | All Incident Statuses | Zone(s): 13-12-1 - Englishtown fire department | Incident Type(s): All Incident Types | Start Date: 10/01/2023 | End Date: 10/31/2023

Incident Date	Incident #	Address	Zone	Custom Questions
10/19/2023	2023-309	LASATTA AVE ENGLISHTOWN, NJ 07726	412 - Gas leak (natural gas or LPG) Englishtown fire department	Staffing Level: Responded as Normal
10/26/2023	2023-318	21 ENGLISH CLUB DR Englishtown, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
442 - Overheated motor				
10/19/2023	2023-308	4 KING CHARLES CT ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
444 - Power line down				
10/09/2023	2023-293	WATER ST Englishtown, NJ 07726	Englishtown fire department	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
520 - Water problem, other				
10/02/2023	2023-286	35 CARRIAGE LN Englishtown, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal, Delayed (> than 10 Min)
600 - Good intent call, other				
10/19/2023	2023-311	ENGLISH CLUB DR ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
611 - Dispatched & cancelled en route				
10/09/2023	2023-291	20 KING CHARLES CT Englishtown, NJ 07726	Englishtown fire department	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
652 - Steam, vapor, fog or dust thought to be smoke				
10/17/2023	2023-305	4 WATER ST Englishtown, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
746 - Carbon monoxide detector activation, no CO				
10/15/2023	2023-300	10 HERITAGE DR Englishtown, NJ 07726	Englishtown fire department	Staffing Level: No Response - No Engine Driver Available

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Sta	Level
No Response - Fire Call - Short Staffed (< 3 FF1)	1
No Response - No Engine Driver Available	1
Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)	1
Responded as Normal	5
Responded as Normal, Delayed (> than 10 Min)	1

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.



The Board of Fire Commissioners Fire District 1, Borough of Englishtown, State of New Jersey convened in Executive Session on Thursday November 2, 2023, in the formal meeting room of the Englishtown Fire Department, 3 South main St, Englishtown, NJ.

A motion was made to enter Executive Session by P. Cooke and seconded by G. Maresca at 8:03 PM.

P. Cooke addressed the Board prior to the budget workshop regarding compensation for the Fire Official's position.

It was discussed eliminating the second inspector position and redirecting the funds towards the Fire Official to compensate for additional hours towards the work load while performing both administrative and inspection duties.

It was also mentioned that John Marini had not received a raise over the last number of years and it should be looked at as well.

After discussion it was determined moving forward to eliminate the second inspector position and during the budget workshop the Board would work on how to redistribute the budget line.

Adjourn from Executive Session: at 8:19 P.M. Motioned by P. Cook, seconded by M Scarrone and approved by a rollcall vote.

Certified at the December 7, 2023 meeting: _____