

**The Board of Fire Commissioners Fire District 1, Borough of Englishtown, State of New Jersey convened on Thursday May 4, 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 Council J. 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.

**Rollcall showed the following Board members in attendance:**

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

**Minutes:** Minutes for the April 6<sup>th</sup> meeting were motioned by P. Cooke and seconded by B. Stonaker. Minutes for the April 6<sup>th</sup> Executive session 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

**Financial:** A motion was made by P. Cooke and seconded by T. Kirkland to accept the bill list in an amount of \$19,311.43. The motion was approved by a rollcall vote.

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

**Insurance:** Nothing to report

**Legal:** 2023 Fire Protection Services agreement which was presented at the March Reorganization meeting by title (Resolution 2023-9) was presented by J Youssef for signature by the Board and Fire Department.

**Audit/Book keeper:** Nothing to report

**Chief's Report:** copy of submitted report attached.

**President's Report:** Nothing to report

**Fire Bureau:** Nothing to report

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

**Membership:** 1 application has been distributed, awaiting return.

**Purchases:** None

**LOSAP:** Nothing to report.

**Old Business:**

Discussion on proceeding with the Fire Marshal's position has been tabled.

**Correspondence:** None

**Open to the Public:** A motion was made by P. Cooke and seconded by M. Scarrone to open the meeting for public comment. Hearing none a motion was made by P. Cooke and seconded by G. Maresca to close the public portion.

**New Business:** None

**Meeting Adjourn:** at 8:24 P.M. Motioned by T. Kirkland and seconded by P. Cooke and approved by a rollcall vote.

Certified at the June 1, 2023 meeting:



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## FIRE PROTECTION AGREEMENT

**THIS AGREEMENT** dated March 1, 2023 by and between the Board of Fire Commissioners, Fire District No.1, Borough of Englishtown, County of Monmouth and State of New Jersey hereinafter referred to as the "Board", and the Englishtown Volunteer Fire Company, hereinafter referred to as the "Company".

### **WITNESSETH:**

**WHEREAS;** the Board of Fire Commissioners, is a duly constituted public agency organized pursuant to the provisions of N.J.S.A. 40A:14-70 et. seq.; and

**WHEREAS;** N.J.S.A. 40A:14-70.1.b. authorizes the Board of Fire Commissioners to contract with the volunteer fire company for the purpose of providing fire protection services upon such terms and conditions as shall be deemed proper; and

**WHEREAS;** the Company is a duly constituted nonprofit corporation organized pursuant to the laws of the State of New Jersey for the purpose of fire suppression/fire protection services; and

**WHEREAS;** the parties hereto desire to enter into a contract to define the rights, duties and responsibilities of each regarding the furnishing of fire protection services to the residents of the fire district.

### **NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:**

1. **TERM:** This Agreement shall have a one year duration commencing on March 1, 2023 and ending, unless otherwise renewed and extended on February 29, 2024.
2. **DUTIES:** The Company covenants and agrees to provide fire protection/fire suppression services to all persons and property situate within the borders of Fire District No.1 Borough of Englishtown Monmouth County, New Jersey and to provide said fire services seven days per week, 24 hours per day, in accordance with any and all applicable rules, regulations, standards and laws of the State of

7. **UTILITIES AND BUILDING MAINTENANCE**: The Company shall be responsible for basic maintenance and cleaning of the fire house. The Board shall make all utility payments for telephone, electricity and natural gas services for the firehouse.

8. **ANNUAL ACCOUNTING**: The Company shall provide an annual accounting of all public moneys received and expenditures made by it to the Board.

9. **SAVINGS CLAUSE**: The terms and provisions of this Agreement are subject to such limitations as may be imposed upon either of the parties by statute or ordinance. Should any provision of this Agreement be ruled invalid by a court of competent jurisdiction, such ruling, shall not affect the remaining provisions of this Agreement.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed by their duly authorized officers and representatives on this 4 day of May, 2023.

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

  
Chairman

**Englishtown Volunteer Fire Co.**

  
President

7:52 PM

05/04/23

Accrual Basis

# Englishtown Fire District No. 1

## Bill List

As of May 4, 2023

Type	Date	Num	Name	Split	Debit	Credit	Balance
<b>Brunswick Bank Checking</b>							
Check	05/04/2023	7331	<i>Prandax gas Landscape</i> Verizon Wireless	Utilities		1600.00	*****
Check	05/04/2023	7332	Borough of Englishtown - Water S...	Utilities		308.58	*****
Check	05/04/2023	7333	NJ Natural Gas	Utilities		194.00	*****
Check	05/04/2023	7334	V.E. Ralph & Son Inc.	Personal Protective Eq...		5,314.73	*****
Check	05/04/2023	7335	Oliver L.E. Soden Agency	Insurance Premiums		660.00	*****
Check	05/04/2023	7336	Manalapan - Englishtown Board of ...	Fuel		2,490.00	*****
Check	05/04/2023	7337	new jersey fire equipment	Fire Fighting Equipment		570.62	*****
Check	05/04/2023	7338	Jersey Central Power & Light	Utilities		90.00	*****
Check	05/04/2023	7339	Safety and Survival Training	Training		1,346.99	*****
Check	05/04/2023	7340	Middlesex County Fire Academy	Training		2,625.00	*****
Check	05/04/2023	7341	Manalapan Hardware	Building		210.00	*****
Check	05/04/2023	7342	HydraRam Unlimited	Trucks		44.36	*****
Check	05/04/2023	7343	Englishtown Fire Department	Contract - Volunteer Fir...		560.82	*****
Check	05/04/2023	7344	NetLink	Professional Services		3,000.00	*****
Check	05/04/2023	7345	American Cloud Service	Utilities		199.00	*****
						97.33	*****
Total Brunswick Bank Checking					0.00	17,711.43	*****
<b>TOTAL</b>					<b>0.00</b>	<b>17,711.43</b>	<b>*****</b>

# Englishtown Fire District #1 Meeting

## March 2<sup>nd</sup> 2023

### Deputy Chief's Report

#### Outstanding Budget Items on Order for 2022

- Awaiting hose order from NJ Fire Equipment for \$4,406.00 from either the 2022 Firefighting Equipment Line or the 2022 Truck Maintenance Line

#### Purchase Requests

- LT Spierto made an emergency purchase request from VE Ralph for out of order AED Supplies and Batteries.
- Looking for approval to purchase the following PPE Items from Witmer Public Safety in the amount of **\$1,045.00**
  - 1 Cairns Helmet
  - 1 Pro Warrington Boots
- Myself and Captain Krauss went to 26-2 to look over 26-2-82 to see what kind of Paratech equipment they had. We are looking to purchase some attachments for our own equipment that the fire department recently acquired. (See attached)
- Looking for approval for Deputy Chief O'Brien, Captain Krauss, and LT Spierto to attend a rope rescue class from April 3<sup>rd</sup> to April 7<sup>th</sup> hosted by Safety and Survival Training.
  - \$875 per person / \$2,625.00 Total

#### Building Items

- Drainage ditch is still not draining appropriately – need to clean the drains out down the line.
- Outside lighting on the building is not working on the exit side, as well as two lights in the rear of the building.

Regards,

Deputy Chief O'Brien



2740 KUSER ROAD  
 HAMILTON, NJ 08691  
 800-313-1846 - Info@contfire.com

# QUOTE

Date	Estimate #
1/30/2023	23-335

<b>Name / Address</b>
<b>ENGLISHTOWN FIRE DEPT.</b> <b>PO BOX 1</b> <b>ENGLISHTOWN, NJ. 07726</b> <b>Attn: TREASURER</b>

<b>Terms</b>	<b>Rep</b>	<b>Project</b>
Net 30	LJK	

PN	Description	Qty.	Rate	Total
PTA PTS-107	Double(2) 3.0" Complete Set	1	190.93	190.93
PTA PTS-107-NB	PTS-107 Nut and Bolt Hardware Kit	1	7.10	7.10
PTA PTS-151	12x12 Base Plate Mount	2	58.41	116.82
PTA PTS-151-NB	PTS-151 Nut and Bolt Hardware Kit	2	3.13	6.26
PTA PTS-152	Base End Quick Mount	6	81.39	488.34
PTA PTS-152-NB	PTS-152 Nut and Bolt Hardware Kit	6	3.00	18.00
SHIPPING.	SHIPPING & HANDLING	1	30.00	30.00

<b>Due to inconsistent pricing from our vendors          we reserve the right to adjust pricing at any time.</b>	<b>Total: \$857.45</b>
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<b>Web Site</b>	<a href="http://www.contfire.com">www.contfire.com</a>
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2740 KUSER ROAD  
 HAMILTON, NJ 08691  
 800-313-1846 - Info@contfire.com

# QUOTE

Date	Estimate #
1/30/2023	23-334

<b>Name / Address</b>
<b>ENGLISHTOWN FIRE DEPT.</b> <b>PO BOX 1</b> <b>ENGLISHTOWN, NJ. 07726</b> <b>Attn: TREASURER</b>

<b>Terms</b>	<b>Rep</b>	<b>Project</b>
Net 30	LJK	

PN	Description	Qty.	Rate	Total
22-796025	Paratech Multi-base - List Price \$271	4	257.45	1,029.80
22-796180C	Paratech Hinged Base Plate 12 - List Price \$662	4	628.90	2,515.60
22-796134	Paratech Channel Base 4" X 4" - List Price \$172	2	163.40	326.80
22-796204	Paratech Acmethread Strut 56-88 - List Price \$1049	2	996.55	1,993.10
22-796C1H	Paratech Grade 100 Chain 20 Ft (6.09m) - List Price \$474	2	450.30	900.60
22-796161	Paratech Tie Down Keys W/ J Hook - List Price \$54	2	51.30	102.60
	NJ STATE CONTRACT 17-FLEET-00757 5% off List Price Free Shipping In-Service Training Provided			

Due to inconsistent pricing from our vendors we reserve the right to adjust pricing at any time.	<b>Total: \$6,868.50</b>
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<b>Web Site</b>	<a href="http://www.contfire.com">www.contfire.com</a>
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101 Independence Way  
 Coatesville, PA 19320  
 www.wpsginc.com  
 ken.fisher@wpsginc.com  
 (610) 857-8070

# Quote

<b>Quote#</b>	QUO81830
<b>Date</b>	03/02/2023
<b>Exp. Date</b>	04/01/2023

**Bill To:**

Englishtown Fire Dept.  
 3 S Main St  
 PO Box 1  
 Englishtown, NJ 07726-1558  
 United States

**Ship To:**

Englishtown Fire Department  
 15 Main St  
 Englishtown, NJ 07726-1544  
 United States

**boots and white 880**

ID	Name	Ordered By	Terms	Sales Rep	Shipping Method
2699	Englishtown Fire Dept.	Matt Obrien	Net 30	Ken Fisher	Ground

#	Item Name	Description	Quantity	Unit Price	Amount
1	BT5006B-1305	Clearance Item !!! PRO Warrington 14" Ultimate Power Bunker Boot Includes new PowerHeel, PowerWelt, & PowerSole 13 EEE **Original list of \$738**	1	590.00	590.00
3	880NBDW-CHICAGO	Cairns 880 Chicago, NFPA Bourkes, Deluxe White	1	430.00	430.00

<p><b>ACCEPTANCE OF QUOTATION</b></p> <p>The above prices, specifications, and conditions are satisfactory and are hereby accepted.</p> <p>Freight charges are estimated at the time of quote. Applicable freight costs will apply at time of shipment.</p> <p><b>Quotation is valid until Apr 01, 2023</b></p> <p>Signature: _____ Date: _____</p>	<b>Subtotal:</b>	1,020.00
	<b>Discount:</b>	0.00
	<b>Tax Total:</b>	0.00
	<b>Freight:</b>	25.00
<b>Total:</b>		<b>1,045.00</b>



Air packs 4 and 27 out for repair

2 portable hydraulic small spreaders out for repair and returned.

PMI,S started this week on engines.

Administrative Engineer

Thomas Frueh

# Englishtown Fire District #1 Meeting

## May 4<sup>th</sup>, 2023

### Deputy Chief's Report

#### **Outstanding Budget Items on Order for 2022**

- Hose order from NJ Fire Equipment for \$4,406.00 from either the 2022 Firefighting Equipment Line or the 2022 Truck Maintenance Line to be delivered tomorrow May 5<sup>th</sup>.

#### **Purchase Requests**

- None

#### **Incident for April 2023**

See attached reports.

#### **Significant Incidents:**

**4/24/2023** - Kelton Place in Manalapan. House Fire. Both Engines, and Both Chiefs Responded

**4/29/2023** - Tulip Lane in Freehold Township. Condo Fire. Engine 12-75 Responded

#### **Building Items**

- None

#### **Other Notable Mentions**

- 3 Members completed rope rescue school in Camden during April
- The Fire Department's Holmatro Tools are in and awaiting mounting
- Bailout Training on May 21<sup>st</sup> to be held at station

Regards,

Deputy Chief O'Brien

# Englishtown Fire Department

Englishtown, NJ

This report was generated on 5/4/2023 7:58:27 PM



## Incident Count with Man-Hours per Zone for Date Range

Incident Type(s): All Incident Types | Start Date: 04/01/2023 | End Date: 04/30/2023

ZONE	INCIDENT COUNT	MAN-HOURS
13-12-1 - Englishtown fire department	2	2:52
13-15-1 - Freehold Fire Department	1	1:03
13-16-1 - Freehold Independent Fire Company	1	4:05
13-26-1 - Gordon's Corner Fire Company	1	44:29
13-26-2 - Manalapan Fire Company #1	11	16:40
13-26-2P - Manalapan Primary Response Area	5	7:29
<b>TOTAL</b>	<b>21</b>	<b>76:39</b>

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 5/4/2023 8:00:40 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: 04/01/2023 | End Date: 04/30/2023

Incident Date	Incident #	Address	Zone	Custom Questions
04/24/2023	2023-96	4 KELTON PL MANALAPAN, NJ 07726	111 - Building fire Gordon's Corner Fire Company	Staffing Level: Responded as Normal
04/29/2023	2023-101	85 TULIP LN FREEHOLD TWP, NJ 07728	Freehold Independent Fire Company	Staffing Level: Responded as Normal
113 - Cooking fire, confined to container				
04/26/2023	2023-98	1 STATION ST MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
142 - Brush or brush-and-grass mixture fire				
04/04/2023	2023-83	8 LAKEVIEW DR MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
154 - Dumpster or other outside trash receptacle fire				
04/13/2023	2023-89	111 HEDGEROW LN Manalapan (Township of), NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
440 - Electrical wiring/equipment problem, other				
04/28/2023	2023-100	40 SWEETMANS LN MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
445 - Arcing, shorted electrical equipment				
04/24/2023	2023-95	19 SHORT OAKS CT MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
600 - Good intent call, other				

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.

04/12/2023	2023-88	State Route 33 E MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
04/17/2023	2023-91	55 NEW BEGINNINGS KING MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
611 - Dispatched & cancelled en route				
04/02/2023	2023-81	49 W MAIN ST FREEHOLD BORO, NJ 07728	Freehold Fire Department	Staffing Level: Responded as Normal
04/11/2023	2023-86	65 State Route 33 BUS MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
04/17/2023	2023-90	270 SMITHBURG RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
04/24/2023	2023-94	103 PENSION RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: No Response - Fire Call - Short Staffed (< 3 FF1)
730 - System malfunction, other				
04/12/2023	2023-87	270 SMITHBURG RD MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
735 - Alarm system sounded due to malfunction				
04/03/2023	2023-82	75 MOUNT VERNON RD MANALAPAN, NJ 07726	Manalapan Primary Response Area	Staffing Level: Responded as Normal
743 - Smoke detector activation, no fire - unintentional				
04/25/2023	2023-97	300 MADISON AVE MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
745 - Alarm system activation, no fire - unintentional				
04/08/2023	2023-85	28 HARRISON AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
04/18/2023	2023-92	54 MAIN ST ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
746 - Carbon monoxide detector activation, no CO				

Report is grouped by Incident Type and sorted by Incident Date, Incident Number. Summary of answered questions at the end of the report. Incidentis will only show on report if custom questions have been answered.

04/06/2023	2023-84	67 HEDGEROW LN MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
04/19/2023	2023-93	3 COLSON DR MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded as Normal
04/28/2023	2023-99	11 SMOCK CT MANALAPAN, NJ 07726	Manalapan Fire Company #1	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
Staffing Level				
No Response - Fire Call - Short Staffed (< 3 FF1)				4
Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)				3
Responded as Normal				14

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 5/4/2023 8:00:53 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: 04/01/2023 | End Date: 04/30/2023

Incident Date	Incident #	Address	Zone	Custom Questions
04/08/2023	2023-85	28 HARRISON AVE ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded as Normal
04/18/2023	2023-92	54 MAIN ST ENGLISHTOWN, NJ 07726	Englishtown fire department	Staffing Level: Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)
<b>Staffing Level</b>				
Responded - Short Staffed (< 3 FF1 on Engine, or Officer Only response)				1
Responded as Normal				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.



# ENGLISHTOWN BOROUGH FIRE DISTRICT NO.1 SIGN-IN SHEET

The Undersigned Hereby Certify that we are registered voters resident in the Borough of Englishtown:—

**NAME:**

**ADDRESS:**

- |                        |                                  |
|------------------------|----------------------------------|
| 1. <u>TOM FRUOTH</u>   | <u>20 LILY POND CT.</u>          |
| 2. <u>Tim Kinkard</u>  | <u>61 Tracy Station Rd. Mon.</u> |
| 3. <u>Bill Sabin</u>   | <u>22 Tenney Ave</u>             |
| 4. <u>Kim Sabin</u>    | <u>22 Tenney Ave</u>             |
| 5. <u>Matt O'Brien</u> | <u>174 Pension Rd Manalapan</u>  |
| 6. _____               | _____                            |
| 7. _____               | _____                            |
| 8. _____               | _____                            |
| 9. _____               | _____                            |
| 10. _____              | _____                            |
| 11. _____              | _____                            |
| 12. _____              | _____                            |
| 13. _____              | _____                            |
| 14. _____              | _____                            |
| 15. _____              | _____                            |