

April 07, 2016

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday April, 07 2016 regular scheduled meeting of the Board, in the Formal Meeting Room of the Englishtown Fire Department, 3 South Main St. Englishtown, New Jersey.

The meeting was called to order by P. Cooke at 8:06 P.M.

1. **Sunshine Statement by J. Yuesoff**

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: P. Cooke, G. Maresca, R. Reale, V. Sarti, B. Stonaker

Legal:

J. Yuesoff informed the Board of a recent NJ State Courts decision regarding OPRA Requests. The decision ruled OPRA requests regarding the individual fire departments are recognized as a governmental agency. J. Yuesoff advised the Board to continue to follow OPRA Request Procedures and to ensure the Englishtown Fire Department follows similar procedures.

Local Finance Board Disclosures were discussed and all Board members were advised to complete by April 30th 2016

J. Yuesoff discussed the importance of complying with LOSAP regulations and to continue keeping adequate records.

March Minutes: Ayes: R. Reale, G. Maresca, P. Cooke, V. Sarti, B. Stonaker

Financial: Bill List - Ayes: G. Maresca, R. Reale, P. Cooke, V. Sarti, B. Stonaker

Auditor: No Report

Chief's Report:

- See attached Report

- 2015 LOSAP Numbers are ready to be submitted and 2014 numbers are still being worked. Both 2014 and 2015 will be submitted to the Board at the May meeting.
- Chief L. Sarti and the Board discussed CO-Op agreement programs. CO-OP agreement programs allow departments and districts to purchase various equipment, emergency vehicles and supplies at already negotiated pricing. The pricing is in many cases below state bid pricing. It was stated many neighboring fire districts are members of various CO-OP agreements and they have proven beneficial. The Board was given three different CO-OP agreement programs which are of interest to the Fire Department. The Board will be reviewing the documents.
- The Utility Truck which was approved in a previously held special meeting was put on order.

- EZ Passes are to be looked into by the Fire District

- The Bill for the Dividers and supplies for 12-75 and the air conditioner are going to be submitted after the meeting.

- The Fire Department is interested in professionally organizing the compartments on 12-74 and 12-75. After discussion with the Board, the Fire Department will be further researching the design and costs.

Department Engineer's Report: See attached report

President's Report:

- No Report

Fire Bureau:

- No Report

LOSAP:

- Will be submitted in May's Meeting

Correspondence:

- No Report

Insurance:

- No Report

Membership:

- John Spiertto was accepted as a probationary member pending physical examination

Old Business:

- The 4 Natural Gas Meters have not been delivered yet. The Department will follow up with vendor.
- Harrisburg Fire Convention is May 21, 2016
- P. Cooke provided the Board with information of Manalapan Township DPW's Shared Service Agreement. The Board found the Shared Service Agreement to have many benefits and potential cost savings.

A Resolution was proposed to allow the Chairman of the Board P. Cooke and Clerk of the Board R. Reale to complete the necessary paperwork to enter into Manalapan DPW's Shared Service Agreement. A motion to approve the Resolution was made by G. Maresca and seconded by R. Reale followed by a roll call vote. The Resolution was unanimously approved by all Board Members.

- P. Cooke will also looking into Monmouth County's Shared Service Agreement Programs.

New Business:

- After discussion, the Board approved the Fire Expo Convention Trip

Public Open Portion:

- No Report

Meeting Adjournment: at 9:21 P.M. after a motion by G. Maresca and seconded by R. Reale and approved by a roll call vote.

Certified at the May 05, 2016 meeting _____

Englishtown Fire District No. 1

Bill List

As of April 8, 2016

04/07/16

Accrual Basis

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							85472.34
Check	4/7/2016	5514	Cytracom LLC.	Utilities		288.82	85183.52
Check	4/7/2016	5533	Verizon Wireless	Utilities		710.22	84473.30
Check	4/7/2016	5534	Matt O'Brien	Training		1,363.00	83110.30
Check	4/7/2016	5535	Optimum	Utilities		249.38	82860.92
Check	4/7/2016	5563	Jersey Central Power & Li...	Utilities		2,665.34	80195.58
Check	4/7/2016	5564	new jersey fire equipment	Trucks		84.70	80110.88
Check	4/7/2016	5565	Coastal Fire Systems	Building		936.50	79174.38
Check	4/7/2016	5539	new jersey fire equipment	Trucks		20.00	79154.38
Check	4/7/2016	5540	Thomas Kirkland	Training		377.44	78776.94
Check	4/7/2016	5541	Staples	Office Supplies		907.16	77869.78
Check	4/7/2016	5542	Jason Carlos	Trucks		125.00	77444.78
Check	4/7/2016	5543	Manalapan - Englishtown ...	Fuel		403.00	77341.78
Check	4/7/2016	5544	Coastal Fire Systems	Building		1,282.29	76059.49
Check	4/7/2016	5545	Emergency equipment sales	Fire Fighting Equi...		980.54	75078.95
Check	4/7/2016	5546	Englishtown Automotive	Trucks		1,931.10	73147.85
Check	4/7/2016	5547	Parlin Discount Tire	Trucks		580.00	72567.85
Check	4/7/2016	5548	emergency reporting	Other Professional		730.00	71837.85
Check	4/7/2016	5549	Family Practice of CentraS...	Other Professional		594.00	71243.85
Check	4/7/2016	5550	Englishtown Automotive	Trucks		450.46	70793.39
Check	4/7/2016	5551	NJ Natural Gas	Utilities		1,548.98	69244.41
Check	4/7/2016	5552	Asbury Park Press	Advertising		13.00	69231.41
Check	4/7/2016	5553	Freehold Cartage Inc.	Building		79.46	69151.95
Check	4/7/2016	5554	IBS Jersey Shore	Trucks		496.85	68655.10
Check	4/7/2016	5555	Norwood Auto Parts	Trucks		80.18	68574.92
Check	4/7/2016	5556	Active 911, Inc	Dues and Subscri...		102.00	68472.92
Check	4/7/2016	5557	Emergency services Mark...	Dues and Subscri...		800.00	67672.92
Check	4/7/2016	5558	Louis E Sarti	Office Supplies		67.87	67605.05
Check	4/7/2016	5559	Verizon	Utilities		124.11	67480.94
Check	4/7/2016	5560	Verizon	Utilities		75.80	67405.14
Check	4/7/2016	5561	Verizon	Utilities		29.69	67375.45
Check	4/7/2016	5562	New Jersey Association of ...	Dues and Subscri...		300.00	67075.45
Check	4/7/2016	5563	Verizon	Utilities		75.80	66999.65
Total Brunswick Bank Checking					0.00	18,472.69	66999.65
TOTAL					0.00	18,472.69	66999.65

Jason Carlos - Maintenance Bills

1,191.29

Englishtown Fire Department

Englishtown, NJ

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Incident Count with Man-Hours per Zone for Date Range

Start Date: 03/01/2016 | End Date: 03/31/2016

ZONE	INCIDENT COUNT	MAN-HOURS
13-12-1 - Englishtown fire department	6	29:54
13-26-1 - Gordon's Corner Fire Company	3	15:11
13-26-2 - Manalapan Fire Company #1	17	69:09
13-26-2P - Manalapan Primary Response Area	1	7:35
13-32-1 - Millstone Fire Department	5	13:37

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

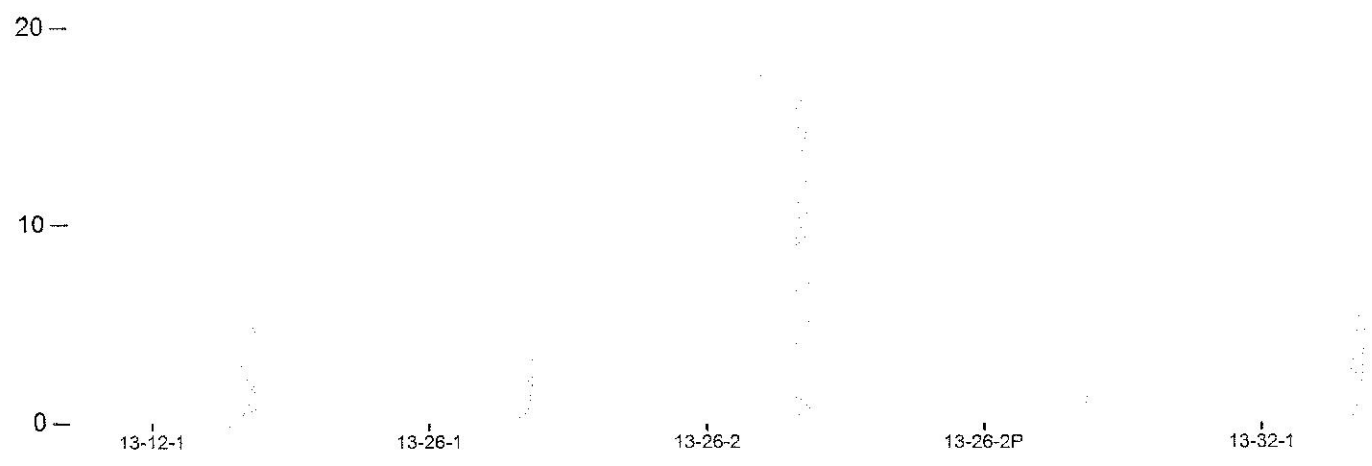
Englishtown, NJ

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Incident Type Count per Zone for Date Range

Start Date: 03/01/2016 | End Date: 03/31/2016



ZONES	INCIDENT TYPE	COUNT
13-12-1 - Englishtown fire department		
	160 - Special outside fire, other	1
	440 - Electrical wiring/equipment problem, other	1
	531 - Smoke or odor removal	2
	745 - Alarm system activation, no fire - unintentional	2
	<i>Total Incidents for 13-12-1 - Englishtown fire department:</i>	6
13-26-1 - Gordon's Corner Fire Company		
	111 - Building fire	1
	571 - Cover assignment, standby, moveup	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 13-26-1 - Gordon's Corner Fire Company:</i>	3
13-26-2 - Manalapan Fire Company #1		
	111 - Building fire	1
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	411 - Gasoline or other flammable liquid spill	1
	424 - Carbon monoxide incident	1
	440 - Electrical wiring/equipment problem, other	1
	445 - Arcing, shorted electrical equipment	1
	611 - Dispatched & cancelled en route	2
	651 - Smoke scare, odor of smoke	2

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.

ZONES	INCIDENT TYPE	COUNT
	700 - False alarm or false call, other	1
	743 - Smoke detector activation, no fire - unintentional	1
	744 - Detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	3
	<i>Total Incidents for 13-26-2 - Manalapan Fire Company #1:</i>	<i>17</i>
13-26-2P - Manalapan Primary Response Area		
	113 - Cooking fire, confined to container	1
	<i>Total Incidents for 13-26-2P - Manalapan Primary Response Area:</i>	<i>1</i>
13-32-1 - Millstone Fire Department		
	113 - Cooking fire, confined to container	1
	322 - Motor vehicle accident with injuries	1
	611 - Dispatched & cancelled en route	1
	700 - False alarm or false call, other	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 13-32-1 - Millstone Fire Department:</i>	<i>5</i>
	Total Count for all Zone:	32

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.

Chief Engineer's Report MAR 2016

work done on trucks

- 12-66 Parlin Discount Tire Replace 4 tires with Discover A/T 3
OWL 3 P265/70R17 \$580.00
- 12-67 Englishtown Automotive Service Vehicle & Repair coolant
leak. Hose & Rebuild Rear end
- 12-75 Repair Pull Rope for air horn
- 12-86 Replace ② 12 Volt Batteries ① 9 Volt Battery for AED
- 12-85 Replace ① 12 Volt Battery

Miss

Repair door lock to meeting room

when filling out Drivers Check list leave the paper
work on clip Board & put new paper work on top
Also make sure you fill out Driver Check list after
driving trucks

To open Big shield the remote is in mail Box locker next
to the speedy-dry just point the remote to the Big shield
& just push the first button & put remote back in mail Box
so it doesn't get lost or missing

Equipment Coast Fire System Inc. Full Service on Scott Brea thing
Air system

Replace 4 AA Batteries for electric stick

Scott Packs Pack 3 & Bottle 5 twice for repair to New Jersey Fire
equipment & Back in Service

Fill 14 Scott Bottles in house

Mile for the month 12-74 - 173

12-75 - 129

12-76 - 0

12-86 - 53

12-87 - 32

" 02 - 4

Total/mile 386

End of Report