

April 6th 2017

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday January 5th, 2017 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 8:02 P.M.

1. **Sunshine Statement by J. Youssouf**

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, Clerk Victoria Sarti, Treasurer Ryan Reale, Brian Stonaker

Absent: Gerald Maresca

Legal:

BUDGET HEARING

The Board Attorney stated that the LOSAP money from Firefighter Miguel Correia's account can be released to Cynthia DaSilva, who is the Mother of his Son Aiden Correia. All information that was requested by the Board was satisfactorily received. All forms will be signed and returned to Ms. DaSilva.

March 2016 Minutes: Correction was requested by P. Cooke to add that all Commissioners retained their current positions. A motion was made by P. Cooke and a Second was made by B. Stonaker to accept the minutes as corrected. R. Reale Abstained. P. Cooke, B. Stonaker and V. Sarti voted yes. Motion passed.

Financial: R. Reale stated that the JCP&L bill was higher than usual due to paying both the March and April payment together. A motion was made by P. Cooke and a second was made by R. Reale to accept the Report. Motion passed by unanimous vote.

Auditor/Accountant

Paperwork and information is being gathered for the audit.

Chief's Report:

- Total of 25 calls for the month of March 2017 with 104.27 Staff Hours.
- Request for \$300.00 from the Fire Marshal fine money to help fund the High School presentation "After the Fire" which discusses the College fire of Seton Hall fire of 2000. Commissioners unanimously approved.
- The Chief and members will be attending the Harrisburg Fire Expo on May 19th.

Department Engineer's Report:

- See attached Report
- Chief was asked if spending money on the repairs to 12-86 was worth spending, and he stated that he would rather hold off on the repairs as 12-74 is essentially being converted into a rescue engine. The Board agreed.

President's Report:

- The electric billboard for the Station is now installed and all electrical issues were abated. The Fire Department was reimbursed by the FEMA Grant.
- The fire alarm system will be having its final inspection tomorrow. The Fire Department was reimbursed by the FEMA Grant.
- The skylights do not appear to be leaking as previously thought. They were inspected during a recent heavy rain fall. They will be routinely checked.
- The Chief and Administrative offices will be combined so work on the Bunk Room can begin. The Fire Department will be giving one of the sets of furniture to the Commissioners.

Fire Bureau:

- No Report

LOSAP:

- Accounts are being updated and the 2016 payment will be made.

Correspondence:

- None

Insurance:

None

Membership:

No Report

Old Business:

- Information is still being gathered on the Lease/Purchase of Radios. Mike Burke from Monmouth County will be contacting Lt. O'Brien to discuss radios.
- P. Cooke will be contacting Alan from Manalapan Township Public Works in reference to the paving of the rear parking lot.

New Business:

- Contract with Stockel's Landscaping was approved.

Public Open Portion:

- None

Meeting Adjournment: at 8:32 PM. After a motion by R. Reale and seconded by B. Stonaker and approved by a roll call vote.

Certified at the May 4th, 2017 regularly scheduled meeting _____

7:34 PM

Englishtown Fire District No. 1

Bill List

As of April 8, 2017

04/06/17

Accrual Basis

Type	Date	Num	Name	Split	Debit	Credit	Balance	
Brunswick Bank Checking							84188.24	
Check	4/6/2017	5816	Englishtown Fire Department	Contract - Volunte...		2,250.00	81938.24	
Check	4/6/2017	5817	Justin Hoffer	Training		300.00	81638.24	
Check	4/6/2017	5818	George Lang	Audit and Account...		4,400.00	77238.24	
Check	4/6/2017	5819	NetLink	Professional Servi...		199.00	77039.24	
Check	4/6/2017	5820	Verizon Wireless	Utilities		736.52	76302.72	
Check	4/6/2017	5821	Cytracom LLC.	Utilities		288.82	76013.90	
Check	4/6/2017	5822	Freehold Cartage Inc.	Utilities		79.46	75934.44	
Check	4/6/2017	5823	Coastal Fire Systems	Capital SCBA		292.00	75642.44	
Check	4/6/2017	5824	Borough of Englishtown	-SPLIT-		2,172.88	73469.56	
Check	4/6/2017	5825	Ed Miller	UFSA Other Expe...		393.14	73076.42	
Check	4/6/2017	5826	Roy Press	2016 Expense		465.00	72611.42	
Check	4/6/2017	5827	Optimum	Utilities		251.97	72359.45	
Check	4/6/2017	5828	SouthWest Public Safety	Fire Fighting Equi...		102.32	72257.13	
Check	4/6/2017	5829	Emergency equipment sales	Trucks		4,257.41	67999.72	
Check	4/6/2017	5830	Complete Security System...	Building		577.13	67422.59	
Check	4/6/2017	5831	Englishtown Automotive	Trucks		3,900.35	63522.24	
Check	4/6/2017	5832	PL Custom Body & Equip...	Reserve for New ...		7,525.00	55997.24	
Check	4/6/2017	5833	Englishtown Automotive	Trucks		159.61	55837.63	
Check	4/6/2017	5834	Victoria Sarti	Office Supplies		15.14	55822.49	
Check	4/6/2017	5835	Witmer	Fire Fighting Equi...		280.00	55542.49	
Check	4/6/2017	5836	Tasc Fire Apparatus	Fire Fighting Equi...		1,869.00	53673.49	
Check	4/6/2017	5837	Tim Kirkland	Building		253.36	53420.13	
Check	4/6/2017	5838	Jersey Central Power & Li...	Utilities		2,745.84	50674.29	
Check	4/6/2017	5839	Ryan Reale	Office Supplies		9.80	50664.49	
Check	4/6/2017	5840	Family Practice of CentraS...	Other Professional		198.00	50466.49	
Check	4/6/2017	5841	Active 911, Inc	Dues and Subscri...		102.00	50364.49	
Check	4/6/2017	5842	Emergency services Mark...	Dues and Subscri...		735.00	49629.49	
Check	4/6/2017	5843	Molex LLC	Fire Fighting Equi...		714.00	48915.49	
Check	4/6/2017	5844	NJ Natural Gas	Utilities		696.12	48219.37	
Check	4/6/2017	5845	Thomas Kirkland	UFSA Other Expe...		324.23	47895.14	
Check	4/6/2017	5846	First Responder Joint Insur...	Insurance Premiu...		23,586.00	24309.14	
Total Brunswick Bank Checking						0.00	59,879.10	24309.14
TOTAL						0.00	59,879.10	24309.14

Englishtown Fire Department

Englishtown, NJ

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Incident Count with Man-Hours per Zone for Date Range

Start Date: 03/01/2017 | End Date: 03/31/2017

ZONE	INCIDENT COUNT	MAN-HOURS
13-12-1 - Englishtown fire department	2	1:38
13-15-1 - Freehold Fire Department	1	0:51
13-26-1 - Gordon's Corner Fire Company	4	29:00
13-26-2 - Manalapan Fire Company #1	12	37:21
13-26-2P - Manalapan Primary Response Area	4	20:35
13-28-1 - Marlboro Fire Company #1	1	12:47
13-32-1 - Millstone Fire Department	1	2:15
TOTAL	25	104:27

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

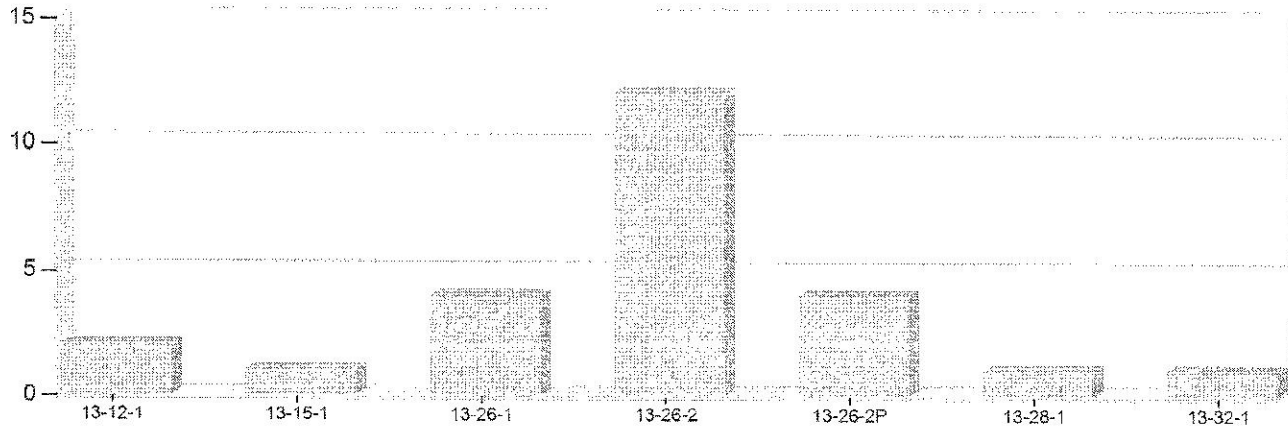
Englishtown, NJ

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Incident Type Count per Zone for Date Range

Start Date: 03/01/2017 | End Date: 03/31/2017



ZONES	INCIDENT TYPE	COUNT
13-12-1 - Englishtown fire department		
	311 - Medical assist, assist EMS crew	2
	<i>Total Incidents for 13-12-1 - Englishtown fire department:</i>	
		2
13-15-1 - Freehold Fire Department		
	611 - Dispatched & cancelled en route	1
	<i>Total Incidents for 13-15-1 - Freehold Fire Department:</i>	
		1
13-26-1 - Gordon's Corner Fire Company		
	111 - Building fire	1
	141 - Forest, woods or wildland fire	1
	352 - Extrication of victim(s) from vehicle	1
	711 - Municipal alarm system, malicious false alarm	1
	<i>Total Incidents for 13-26-1 - Gordon's Corner Fire Company:</i>	
		4
13-26-2 - Manalapan Fire Company #1		

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





Emergency Equipment Sales

119 Winterwood Avenue

Ewing, NJ 08638-1838

Phone 1-877-337-8885 - Fax (609) 587-8894

SERVICE ESTIMATE

Date	Quote #
3/6/2017	17-0163

Name / Address
Englishtown Fire Department 3 South Main St., Englishtown, NJ 07726

Emergency Equipment Sales is the
OFFICIAL SEAGRAVE DEALER
serving New Jersey and Eastern PA.

WWW.EESSLLC.COM

Unit #	MFG	Vin #
Rescue 12-86	Mack	1M2K184C7MM002918

Description	Qty	Rate	Total
Pressure Regulator 44-116-24	1	737.10	737.10
0-7500 Gauges	10	90.72	907.20
Shipping and handling	1	35.00	35.00
Hoke high pressure turn valves	3	230.85	692.55
Lubricants, cleaners, solvents, degreasers, and misc supplies to complete the job.	1	20.00	20.00
Shop Labor. Gain access to rear control panel. Replace leaking gauges and regulator. Replace turn valves and test for leaks.	1	935.00	935.00

Please sign, date, and return estimate to place order.

Total

\$3,326.85

**WE WILL ATTEMPT TO BEAT OR MATCH ANY QUOTE PROVIDED BY ANY OTHER
VENDOR. YOUR SATISFACTION IS IMPORTANT TO US!**

Signature _____



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Signature _____

Chief Engineers Report MAR. 2017

work done on Trucks

- 12-66 Englishtown Automotive Service Vehicle + Replace FRONT Stabilizer Bar Control links \$159.61
- 12-74 New Jersey Emergency Vehicles Pil. Redone & we completed out of Service 3/18/17 Back in Service 3/11/17
- 12-75 Reinstall Molding behind driver rear door
E.E.S. Replace Alternator
- 12-88 Service Estimate to Repair Air system \$3,326.85 E.E.S.
- 12-87 Freehold Ford Service Truck \$36.23
- 12-93 Englishtown Automotive Service Truck, Rebuild REAR end Brake Job + Wheel cylinders out of Service 2/18/17 Back in Service 3/16/17 \$3900.³⁵

Equipment Ran 2 Portable Pumps + 1 portable Generator + old Brush truck

Miss Install 2 New Key Pads to rear entrance doors
Replace 9 Volt Battery door remote Bay 5
Filled 2 containers of Speedy-dry

Scott Packs Pack 10 out of Service 3/18/17
Filled 14 Scott Bottles in house
Replace 6 C-Batteries Pack 2 + 40

Mile for the Month

12-74 - 209
12-75 - 146
12-76 - 16
12-86 - 6
12-87 - 932
12-93 - 15

Total miles 1124

E. D. A. ROBERT

3/2/17

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 ENGLISHTOWN APPOINTING
THE OLIVER L.E. SODEN AGENCY INSURANCE AGENT
FOR THE YEAR 2017.**

WHEREAS; The Board of Fire Commissioners has determined that it requires the services of an insurance agent for the purpose of providing advise regarding the purchase and placement of insurance including, but not limited to, life insurance, hazard insurance, motor vehicle insurance, general liability insurance and workers compensation insurance; and

WHEREAS; Oliver L.E. Soden Agency is a licensed insurance agency which is legally qualified to provide the services required by the Board in compliance with New Jersey law; and

WHEREAS; N.J.S.A. 40A:11-5(1) (a) provides, in relevant part, that a contract or agreement for professional services may be made, negotiated and awarded without public bidding if the services to be provided are to be provided by a member of a recognized and licensed profession ; and

WHEREAS; adequate moneys exist in the current or a previously approved budget of the board to fund the contract awarded hereby.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners Fire District No.1 Englishtown that the Oliver L.S. Soden Agency is hereby appointed insurance agent for the Board for the year 2017.

Moved by:

Seconded by:

Roll Call Vote:

Ayes

Nays

Absent

Abstain

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners Fire District No.1 Englishtown on March 2, 2017.

_____, Clerk