

April 5, 2018

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday April 5th, 2018 in the Formal Meeting Room of the Englishtown Fire Department, 3 South Main St. Englishtown, New Jersey.

The meeting was called to order by Commissioner at 8:05 P.M.

1. **Sunshine Statement by Joseph 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: Ryan Reale, Clerk Victoria Sarti, Brian Stonaker

Absent: P. Cooke, G. Maresca

Legal: Resolution for Shared Services Agreement with Monmouth County for parking lot improvements.

Reminder that the Financial Disclosure Statements must be done by April 30th.

March 2018 Minutes: Minutes are to be tabled until the May meeting due to there only being two Commissioners present that attended the previous meeting.

Financial: A motion was made by B. Stonaker and a Second was made by R. Reale to accept the Bills. Motion passed by unanimous vote.

Auditor/Accountant: No Report

Chief's Report:

- Total of 56 calls for the month of February 2018 with 186.52 Staff hours.
- See Attached Report for additional details.
- The Department is facing some difficulty staffing and answering calls. 16 calls were either short staffed (3 FFI Cert Members) or Did not respond at all. This will be monitored to gauge an important issue.
- Station 12, 26-2 and 26-1 are requesting, from their respective Board of Commissioners, to purchase a Fit Testing machine. The County is unable to keep up with the demands of fit testing the County Departments. The total cost would be \$12,800.00. This will be divided by the three agencies for a cost of \$4,267.00 each. Station 12 would use money from the Fire Marshal's Fine account. Board unanimously approved.
- Requesting approval to attend two live burns at the Middlesex County Fire Academy. Monmouth County is booked and does not currently have the funds to schedule additional dates. Total cost is \$944.00. Also requested is \$250.00 for SCBA Confidence Course at the Middletown Fire Academy. Board unanimously approved.
- Requested \$1,100.00 for Pinnacle Wireless to program our radios to utilize Middlesex County frequencies. Board unanimously approved.
- Requested \$2,400.00 for East Coast to install mobile units in the Department vehicles. Board unanimously approved.
- Requested \$900.00 for Maaco of East Brunswick to paint the old Fire Marshal vehicle red. Board unanimously approved.
- Requested \$5316.90 for East Coast to install a light bar, move the knox box, install the mobile radio and add two emergency lights on the old Fire Marshal vehicle. Board unanimously approved.
- Requested \$268.90 for the Lock Cutting attachment for the Door Prop. Board unanimously approved.

Department Engineer's Report:

- See attached Report

President's Report:

- The crack by the generator shed is getting worse and should be considered when talking to the County about pavement repairs.

Fire Bureau:

- See attached Report

LOSAP:

- 2017 has not been paid

Correspondence:

- None

Insurance:

- No Report

Membership:

- No Report

Old Business:

- Physicals will be discussed at the next meeting
- To date, the Overhead door contract has not been delivered still. The Board will be looking into other vendors.
- The Chair order was cancelled due to an insufficient credit limit. R. Reale will contact Staples to try and rectify the matter. Hopefully the chairs will be here for the May meeting.

New Business:

- None

Public Open Portion:

- None

Meeting Adjournment: at 8:34 PM. After a motion by B. Stonaker and seconded by R. Reale and approved by a roll call vote.

Certified at the May 3rd, 2018 regularly scheduled meeting _____

6:42 PM

04/05/18

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of April 5, 2018

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							
Deposit	3/16/2018			-SPLIT-	919.75		78,100.93
Deposit	3/16/2018			-SPLIT-	1,090.00		79,020.68
Deposit	3/23/2018			-SPLIT-	531.25		80,110.68
Check	4/5/2018	6111	Active 911, Inc	Dues and Subscriptions		102.00	80,641.93
Check	4/5/2018	6112	Verizon Wireless	Utilities		369.75	80,539.93
Check	4/5/2018	6113	Norwood Auto Parts	Trucks		54.87	80,170.18
Check	4/5/2018	6114	Jersey Central Power & Light	Utilities		1,322.16	80,115.31
Check	4/5/2018	6115	John Spierto	Training		53.22	78,793.15
Check	4/5/2018	6116	Connor Flynn	Training		26.66	78,739.93
Check	4/5/2018	6117	Ed Miller	UFSA Other Expenses		60.00	78,713.27
Check	4/5/2018	6118	Ed Miller	UFSA Other Expenses		375.00	78,653.27
Check	4/5/2018	6119	Family Practice of CentraState	Professional Services-...		198.00	78,278.27
Check	4/5/2018	6120	NJ Natural Gas	Utilities		642.63	78,080.27
Check	4/5/2018	6121	Manalapan - Englishtown Board ...	Fuel		638.40	77,437.64
Check	4/5/2018	6122	Staples	Office Supplies		59.40	76,799.24
Check	4/5/2018	6123	new jersey fire equipment	Fire Fighting Equipment		253.48	76,739.84
Check	4/5/2018	6124	Verizon	Utilities		55.55	76,486.36
Check	4/5/2018	6125	First Responder Joint Insurance ...	Insurance Premiums		24,263.00	76,430.81
Check	4/5/2018	6126	Complete Security Systems Inc.	Building		540.00	52,167.81
Check	4/5/2018	6127	Englishtown Fire Department	Contract - Volunteer Fi...		2,250.00	51,627.81
Check	4/5/2018	6128	Cytracom LLC.	Utilities		288.82	49,377.81
Check	4/5/2018	6129	Middlesex County Fire Academy	2017 Expense		578.00	49,088.99
Check	4/5/2018	6130	Nicholas Krauss	Training		480.00	48,510.99
Check	4/5/2018	6131	Jeremy Hoffman	Training		480.00	48,030.99
Check	4/5/2018	6132	Emergency services Marketing C...	Dues and Subscriptions		735.00	47,550.99
Check	4/5/2018	6133	Thomas Kirkland	Training		387.63	46,815.99
Total Brunswick Bank Checking					2,541.00	34,213.57	46,428.36
TOTAL					2,541.00	34,213.57	46,428.36

4/5/18

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO.1 BOROUGH OF ENGLISHTOWN AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT WITH THE COUNTY OF MONMOUTH FOR PARKING LOT/DRIVEWAY IMPROVEMENTS

WHEREAS; The parking lot and driveway areas of the Englishtown Volunteer Fire Company firehouse are in need of resurfacing and general repairs including resurfacing and the installation of striping for parking areas; and

WHEREAS; The County of Monmouth has the required equipment and personnel available to perform the required services and has offered to enter into a Shared Services Agreement with the Board of Fire Commissioners so that it may provide these essential repairs; and

WHEREAS; N.J.S.A. 40A:65-1 et. seq. permits a unit of local government such as a fire district to enter into an agreement with another unit of government to receive services and thereby realize cost savings.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Borough of Englishtown that it execute any and all documents necessary to enter into a shared services agreement with the County of Monmouth for the parking lot and driveway repair and refurbishment described above.

Moved by:

Seconded by:

Roll Call Vote:

Ayes:

Nays:

Absent:

Abstain:

Certified to be a true copy of a Resolution adopted on the ____ day of _____
2018 by the Board of Fire Commissioners Fire District No.1 Englishtown Borough.

_____, Clerk

Englishtown Fire Department

Englishtown, NJ

This report was generated on 4/4/2018 3:57:29 PM



Incident Count with Man-Hours per Zone for Date Range

Start Date: 03/01/2018 | End Date: 03/31/2018

ZONE	INCIDENT COUNT	MAN-HOURS
13-12-1 - Englishtown fire department	15	38:43
13-26-1 - Gordon's Corner Fire Company	3	17:29
13-26-2 - Manalapan Fire Company #1	18	51:21
13-26-2P - Manalapan Primary Response Area	16	68:32
13-32-1 - Millstone Fire Department	4	10:48
TOTAL	56	186:52

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.



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Englishtown Fire Department

Englishtown, NJ

This report was generated on 4/4/2018 4:46:09 PM



Response Percentage for Custom Question for Personnel for Incident Type for Date Range

Personnel: Administrator, Englishtown Fire Dept | MultiCustomQuestion: Staffing Level | Incident Type(s): All Incident Types | Start Date: 03/01/2018 | End Date: 03/31/2018

ANSWERS	# INCIDENTS	% of Total
USER-DEFINED FIELD: Staffing Level		
No Response - No Driver	2	4%
No Response - Short Staffed	3	5%
Responded - Short Staffed	11	20%
Responded as normal	40	71%

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.



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Englishtown Fire Department

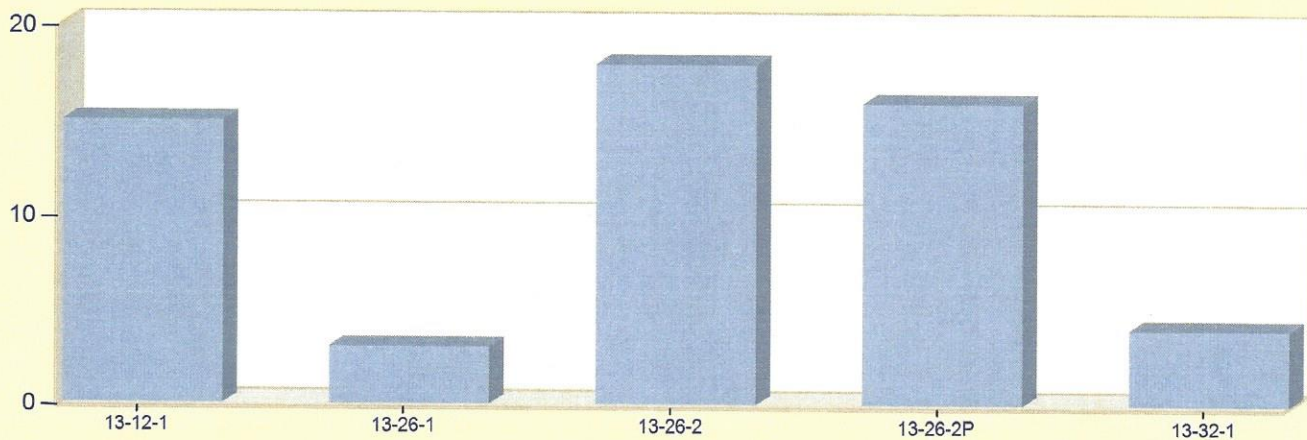
Englishtown, NJ

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Incident Type Count per Zone for Date Range

Start Date: 03/01/2018 | End Date: 03/31/2018



ZONES	INCIDENT TYPE	COUNT
13-12-1 - Englishtown fire department		
	113 - Cooking fire, confined to container	1
	311 - Medical assist, assist EMS crew	2
	322 - Motor vehicle accident with injuries	1
	444 - Power line down	1
	445 - Arcing, shorted electrical equipment	1
	500 - Service Call, other	1
	651 - Smoke scare, odor of smoke	3
	710 - Malicious, mischievous false call, other	1
	714 - Central station, malicious false alarm	1
	745 - Alarm system activation, no fire - unintentional	1
	746 - Carbon monoxide detector activation, no CO	1
	900 - Special type of incident, other	1
	<i>Total Incidents for 13-12-1 - Englishtown fire department:</i>	<i>15</i>
13-26-1 - Gordon's Corner Fire Company		
	111 - Building fire	1
	651 - Smoke scare, odor of smoke	2
	<i>Total Incidents for 13-26-1 - Gordon's Corner Fire Company:</i>	<i>3</i>
13-26-2 - Manalapan Fire Company #1		
	132 - Road freight or transport vehicle fire	1
	324 - Motor vehicle accident with no injuries.	1

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

ZONES	INCIDENT TYPE	COUNT
	412 - Gas leak (natural gas or LPG)	3
	424 - Carbon monoxide incident	1
	445 - Arcing, shorted electrical equipment	1
	463 - Vehicle accident, general cleanup	1
	500 - Service Call, other	1
	611 - Dispatched & cancelled en route	2
	733 - Smoke detector activation due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	1
	744 - Detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	4
	<i>Total Incidents for 13-26-2 - Manalapan Fire Company #1:</i>	18
13-26-2P - Manalapan Primary Response Area		
	162 - Outside equipment fire	1
	322 - Motor vehicle accident with injuries	1
	412 - Gas leak (natural gas or LPG)	1
	440 - Electrical wiring/equipment problem, other	3
	444 - Power line down	3
	500 - Service Call, other	2
	553 - Public service	1
	651 - Smoke scare, odor of smoke	2
	731 - Sprinkler activation due to malfunction	1
	735 - Alarm system sounded due to malfunction	1
	<i>Total Incidents for 13-26-2P - Manalapan Primary Response Area:</i>	16
13-32-1 - Millstone Fire Department		
	114 - Chimney or flue fire, confined to chimney or flue	1
	561 - Unauthorized burning	1
	745 - Alarm system activation, no fire - unintentional	1
	746 - Carbon monoxide detector activation, no CO	1
	<i>Total Incidents for 13-32-1 - Millstone Fire Department:</i>	4
Total Count for all Zone:		56

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

Englishtown Fire Department

Englishtown, NJ

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