

December 7th, 2017

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday December 7th, 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 Chairman P. Cooke at 8:03 P.M.

1. **Sunshine Statement by Attorney 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: Chairman Peter Cooke, Clerk Victoria Sarti, Treasurer Ryan Reale, Gerald Maresca, Brian Stonaker

Legal: Attorney Joseph Youssouf present.

Formal reading of a Resolution that was adopted by title to accept the audit report was held. It was unanimously accepted.

Elections will be held on February 17th, 2018. Final date for Nominating Petitions is January 20th, 2018. Commissioners Ryan Reale and Brian Stonaker are up for re-election.

Council states that the Lease Agreement for the radios has been approved, but he is still waiting for the written resolution. The radios can be purchased as long as a purchase order and lease documentation is obtained.

A motion to approve Resolution for the 2018 Budget of \$579,000.00, with \$484,000.00 raised by taxation, was made by G. Maresca and a second was made by R. Reale. Motion passed by unanimous vote. The Public Budget Hearing will be at the next regular meeting on January 4th, 2018.

November 2017 Minutes: A motion was made by G. Maresca and a Second was made by R. Reale to accept the minutes. Motion passed by unanimous vote.

Financial: A motion was made by R. Reale and a Second was made by G. Maresca to accept the Report, Motion passed by unanimous vote.

Auditor/Accountant:

- Transfer \$7,000.00 from Equipment to Truck Maintenance
- Transfer \$1,100.00 from Monmouth County Dispatch Fees to Note Interest Fees
- Motion made by R. Reale and a second by P. Cooke to accept the Resolutions by Title to move the above listed funds.

Chief's Report:

- Total of 32 calls for the month of November 2017 with 55.26 Staff Hours.
- See Attached Report for additional details.
- The Commissioners of 26-2 agreed to have us cover the Primary Response area for the same amount as last year. They also approved to hire Per-Diem Drivers/Maintenance Employees. The Chief advised that the Culture and Model of Volunteer Fire Departments is changing and that Englishtown needs to prepare for the eventuality of the Manalapan and surrounding Districts being paid. This could have a negative effect on The Englishtown District.

Department Engineer's Report:

- See attached Report

President's Report:

- No Report

Fire Bureau:

- See Attached Report.

LOSAP:

- No Report

Correspondence:

- None

Insurance:

- Robert Soden Jr. stated that First Responder JIF is up for renewal. There was a \$1,000.00 increase which is very good. ID cards will be issued in approximately 2 weeks. He will contact Chief Sarti.

Membership:

- No Report

Old Business:

- Chairman Cooke contacted professional striping companies to stripe the parking lot. He will be setting up meetings with them to get quotes.
- Chairman Cooke will be contacting Manalapan Township for the repairs needed in the parking lot.
- Contract still not located for the Bay Doors.
- Chairman Cooke thanked the District and the Fire Department for their support during his Father's passing.

New Business:

- G. Maresca stated that the LOSAP needs to be checked for members that are no longer on the rolls.
- New Meeting Table chairs need to be researched. R. Reale will research chairs through Staples.

Public Open Portion:

- None

Meeting Adjournment: at 9:04 PM. After a motion by R. Reale and seconded by B. Stonaker and approved by a roll call vote.

Certified at the January 10th, 2018 regularly scheduled meeting _____

Victoria Sarti, Board Clerk

6:27 PM

12/07/17

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of December 8, 2017

Type	Date	Num	Name	Split	Debit	Credit	Balance	
Brunswick Bank Checking								
Deposit	11/7/2017						118,085.49	
Check	11/15/2017		harland clarke	-SPLIT-	125.00		118,210.49	
Deposit	11/27/2017			Office Supplies		241.29	117,969.20	
Check	12/7/2017	6021	Englishtown Fire Department	-SPLIT-	135.00		118,104.20	
Check	12/7/2017	6022	Cytracom LLC.	Contract - Volunte...		3,500.00	114,604.20	
Check	12/7/2017	6023	Thomas Kirkland	Utilities		505.72	114,098.48	
Check	12/7/2017	6003	Pasquale DiBenedetto	Salaries and Wages		1,318.77	112,779.71	
Check	12/7/2017	6004	Brian Stonaker	Salaries and Wages		1,567.74	111,211.97	
Check	12/7/2017	6005	Victoria Sarti	Salaries and Wages		1,694.06	109,517.91	
Check	12/7/2017	6006	Peter Cooke	Salaries and Wages		2,010.29	107,507.62	
Check	12/7/2017	6007	Gerald Maresca	Salaries and Wages		1,694.06	105,813.56	
Check	12/7/2017	6008	Ryan Reale	Salaries and Wages		1,694.06	104,119.50	
Check	12/7/2017	6009	Ed Miller	Salaries and Wages		2,010.29	102,109.21	
Check	12/7/2017	6010	NJ Natural Gas	UFSA Other Expe...		54.05	102,055.16	
Check	12/7/2017	6011	Jersey Central Power & Li...	Utilities		753.08	101,302.08	
Check	12/7/2017	6012	Verizon Wireless	Utilities		2,790.13	98,511.95	
Check	12/7/2017	6013	Verizon	Utilities		734.47	97,777.48	
Check	12/7/2017	6014	Witmer	Utilities		55.59	97,721.89	
Check	12/7/2017	6015	Withum Smith & Brown	Personal Protectiv...		12.00	97,709.89	
Check	12/7/2017	6016	Manalapan - Englishtown ...	Audit and Account...		9,300.00	88,409.89	
Check	12/7/2017	6017	Blaze Emergency Equipm...	Fuel		606.96	87,802.93	
Check	12/7/2017	6018	Family Practice of CentraS...	Trucks		617.59	87,185.34	
Check	12/7/2017	6019	Witmer	Professional Servi...		318.00	86,867.34	
Check	12/7/2017	6020	united States Treasury	Personal Protectiv...		600.56	86,266.78	
Check	12/7/2017	6024	Jersey Coast Fire & First a...	-SPLIT-		2,063.71	84,203.07	
Check	12/7/2017	6025	Optimum	Building		124.95	84,078.12	
				Utilities		126.00	83,952.12	
Total Brunswick Bank Checking						260.00	34,393.37	83,952.12
TOTAL						260.00	34,393.37	83,952.12

6:30 PM

12/07/17

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of December 8, 2017

Type	Date	Num	Name	Split	Debit	Credit	Balance
Fire Safety Trust Account							
Check	12/7/2017	1023	NJIAAI	Fire Official Trust		990.00	111,322.82
Total Fire Safety Trust Account					0.00	990.00	110,332.82
TOTAL					0.00	990.00	110,332.82

Chief Engineers Report Nov. 2017

work done on Trucks

12-26 Freehold Buck + GMC Recall was done install
new cooling Fan + wiring

12-25 Added 1qt 30W pump oil

Equipment

Ann Portable Generator + old Brush tracts
Drained water in house AIR COMPRESSOR

Miss

Filled two containers of Speedy-dry

Scott Packs

Filled 11 Scott Bottles in house

If there is a problem with AIR PACK tag it + write
down what is wrong with Pack + your name
so I know what up

Mile for the Month

12-24 - 124

12-25 - 66

12-26 - 0

12-28 - 0

12-29 - 515

12-31 - 0

Total miles 705

End of Report

Englishtown Fire Department

Englishtown, NJ

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Incident Count with Man-Hours per Zone for Date Range

Start Date: 11/01/2017 | End Date: 11/30/2017

ZONE	INCIDENT COUNT	MAN-HOURS
13-12-1 - Englishtown fire department	10	13:44
13-26-1 - Gordon's Corner Fire Company	2	5:52
13-26-2 - Manalapan Fire Company #1	13	21:52
13-26-2P - Manalapan Primary Response Area	5	8:41
13-32-1 - Millstone Fire Department	2	5:17
TOTAL	32	55:26

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

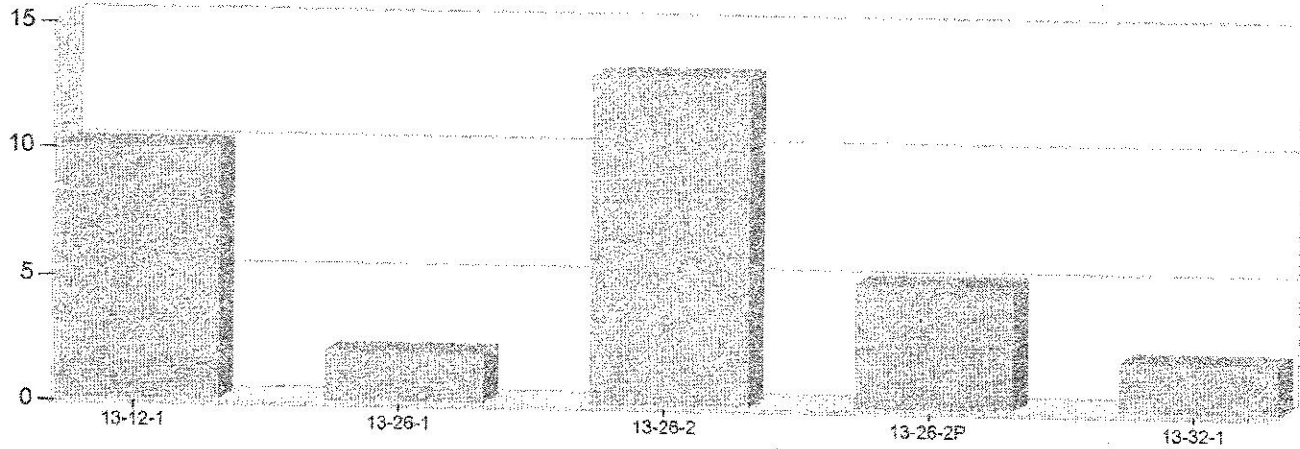
Englishtown, NJ

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Incident Type Count per Zone for Date Range

Start Date: 11/01/2017 | End Date: 11/30/2017



ZONES	INCIDENT TYPE	COUNT
13-12-1 - Englishtown fire department		
	114 - Chimney or flue fire, confined to chimney or flue	1
	311 - Medical assist, assist EMS crew	3
	500 - Service Call, other	1
	600 - Good intent call, other	1
	653 - Smoke from barbecue, tar kettle	1
	711 - Municipal alarm system, malicious false alarm	1
	744 - Detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 13-12-1 - Englishtown fire department.</i>	10
13-26-1 - Gordon's Corner Fire Company		
	735 - Alarm system sounded due to malfunction	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 13-26-1 - Gordon's Corner Fire Company.</i>	2
13-26-2 - Manalapan Fire Company #1		
	113 - Cooking fire, confined to container	1
	142M - Mulch fire	1
	322 - Motor vehicle accident with injuries	1
	440 - Electrical wiring/equipment problem, other	2
	522 - Water or steam leak	1
	600 - Good intent call, other	1

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
	731 - Sprinkler activation due to malfunction	1
	733 - Smoke detector activation due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	1
	746 - Carbon monoxide detector activation, no CO	1
	<i>Total Incidents for 13-26-2 - Manalapan Fire Company #1:</i>	13
13-26-2P - Manalapan Primary Response Area		
	113 - Cooking fire, confined to container	1
	412 - Gas leak (natural gas or LPG)	1
	440 - Electrical wiring/equipment problem, other	1
	520 - Water problem, other	1
	736 - CO detector activation due to malfunction	1
	<i>Total Incidents for 13-26-2P - Manalapan Primary Response Area:</i>	5
13-32-1 - Millstone Fire Department		
	736 - CO detector activation due to malfunction	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 13-32-1 - Millstone Fire Department:</i>	2
	Total Count for all Zone:	32

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