

July 6th, 2017

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday July 6th, 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 8:00 P.M.

1. **Sunshine Statement by Chairman P. Cooke**

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 (G. Maresca was late due to his attending a Viewing, arrived at 8:09pm)

Legal: Bond anticipation note to roll over for the Fireman's Relief Association has a maturity date of 06/29/2018 with 4% interest. All pertinent paperwork was handed out for the appropriate signatures.

There is no word, as of yet, from the State Finance Board on the Lease to Purchase paperwork.

June 2017 Minutes: A motion was made by R. Reale and a Second was made by V. Sarti to accept the minutes. Motion unanimously passed. G. Maresca Absent/Excused.

Financial: Bill list was amended to add a \$20,000.00 payment for the Fireman's Relief Association Bond. A motion was made by R. Reale and a Second was made by V. Sarti to accept the Report, Motion passed by unanimous vote. G. Maresca Absent/Excused.

Auditor/Accountant: Working on the Audit

Chief's Report:

- Total of 31 calls for the month of June 2017 with 217.25 Staff Hours.
- See Attached Report for additional details.
- Hose and Pump testing will be on 08/14, 08/15 & 08/16, done by Fireflow.
- The following equipment was requested and unanimously approved for purchase:
- **4.5" Rubber Gaskets for the Storz Connections NTE \$100**
- **High Rise Hose Straps NTE \$200**
- **3 - Medical Glove Holders - \$300.00**
- **2 – Sets AED Adult Pads and Oxygen Wrenches for Replacement NTE \$100**
- **25 – Bailout Kits NTE \$4,000.00**
- **1 – Floor Jack for 12-74 NTE \$250.00**
- We will be using the same Physicians for the annual physicals. The Board Attorney will be putting a resolution together for the physicals.

Department Engineer's Report:

- See attached Report

President's Report:

- Annual fire alarm inspections will be scheduled. System has been fully inspected and is in full operation.
- Bollard covers will be ordered.
- It was discussed that Police do not need anything more than your name for a report. No personal information. They can utilize the Station address and phone number, unless a member is the subject of an investigation.

Fire Bureau:

- No Report

LOSAP:

- No Report

Correspondence:

- None

Insurance:

- No Report

Membership:

- No Report

Old Business:

- P. Cooke was in text communication with Manalapan DPW Supervisor Alan Spector and he advised that after Manalapan Day, he would be taking measurements.
- R. Reale stated that the dumpsters were picked up.
- R. Reale is working on the Audit with the Accountant, dropping off paperwork.
- R. Reale will be looking into a new bank due to recent issues with the current bank.

New Business:

- Fire Expo Convention and Classes. Passes need to be purchased soon. Contact Tim Kirkland ASAP.

Public Open Portion:

- None

Meeting Adjournment: at 8:54 PM. After a motion by R. Reale and seconded by V. Sarti and approved by a roll call vote.

Certified at the August 3rd, 2017 regularly scheduled meeting_____

8:30 PM

07/05/17

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of July 6, 2017

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							55,418.61
Check	7/6/2017	5897	Optimum	Utilities		252.00	55,166.61
Check	7/6/2017	5898	Verizon Wireless	Utilities		376.93	54,789.68
Check	7/6/2017	5899	Verizon	Utilities		47.83	54,741.85
Check	7/6/2017	5900	PA Turnpike	Trucks		6.75	54,735.10
Check	7/6/2017	5901	Brunswick Bank & Trust	Bond Interest		3,941.36	50,793.74
Check	7/6/2017	5902	Ryan Reale	Office Supplies		19.60	50,774.14
Check	7/6/2017	5903	Jersey Central Power & Li...	Utilities		947.78	49,826.36
Check	7/6/2017	5904	Family Practice of CentraS...	Professional Servi...		198.00	49,628.36
Check	7/6/2017	5905	Family Practice of CentraS...	Professional Servi...		198.00	49,430.36
Check	7/6/2017	5906	new jersey fire equipment	Fire Fighting Equi...		98.70	49,331.66
Check	7/6/2017	5907	Staples	Office Supplies		105.55	49,226.11
Check	7/6/2017	5908	Manalapan - Englishtown ...	Fuel		721.35	48,504.76
Check	7/6/2017	5909	NJ Natural Gas	Utilities		913.29	47,591.47
Check	7/6/2017	5910	Witmer	Fire Fighting Equi...		928.00	46,663.47
Check	7/6/2017	5911	Blaze Emergency Equipm...	Trucks		1,438.50	45,224.97
Check	7/6/2017	5912	Blaze Emergency Equipm...	Trucks		215.00	45,009.97
Check	7/6/2017	5913	Blaze Emergency Equipm...	Trucks		495.08	44,514.89
Check	7/6/2017	5914	Cytracom LLC.	Utilities		288.82	44,226.07
Check	7/6/2017	5915	NetLink	Professional Servi...		199.00	44,027.07
Check	7/6/2017	5916	stockel lawn	Building		995.00	43,032.07
Check	7/6/2017	5917	Englishtown Fire Department	Contract - Volunte...		2,250.00	40,782.07
Check	7/6/2017	5918	Norwood Auto Parts	Trucks		47.02	40,735.05
Check	7/6/2017	5919	Continental Fire and Safety	Fire Fighting Equi...		698.75	40,036.30
Check	7/6/2017	5920	Continental Fire and Safety	Fire Fighting Equi...		924.75	39,111.55
Total Brunswick Bank Checking					0.00	16,307.06	39,111.55
TOTAL					0.00	16,307.06	39,111.55

Englishtown Fire Department

Englishtown, NJ

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Incident Count with Man-Hours per Zone for Date Range

Start Date: 07/01/2017 | End Date: 07/31/2017

ZONE	INCIDENT COUNT	MAN-HOURS
13-12-1 - Englishtown fire department	13	36:20
13-26-1 - Gordon's Corner Fire Company	9	19:47
13-26-2 - Manalapan Fire Company #1	7	14:54
13-26-2P - Manalapan Primary Response Area	12	18:28
13-32-1 - Millstone Fire Department	2	8:38
TOTAL	43	98:07

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

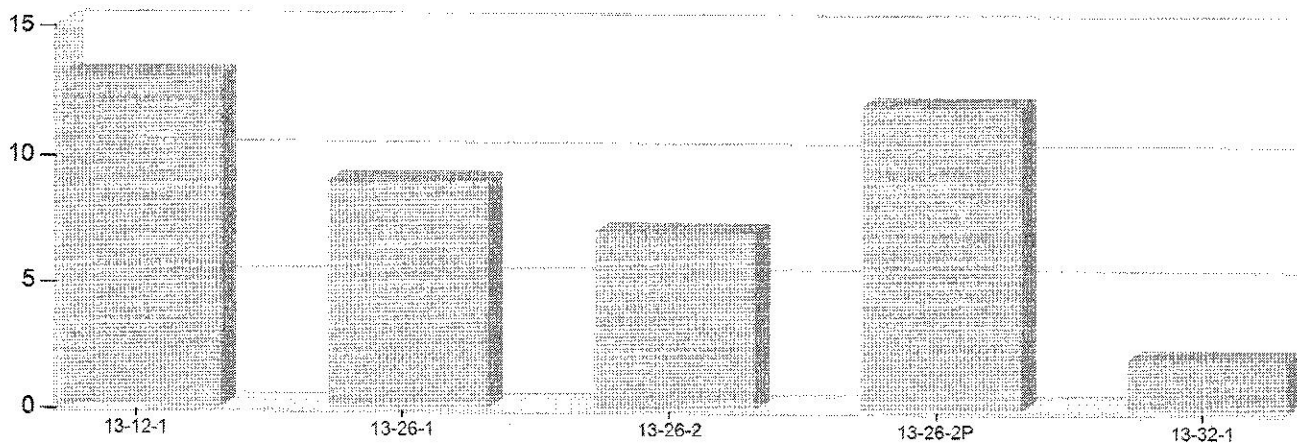
Englishtown, NJ

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Incident Type Count per Zone for Date Range

Start Date: 07/01/2017 | End Date: 07/31/2017



ZONES	INCIDENT TYPE	COUNT
13-12-1 - Englishtown fire department		
	311 - Medical assist, assist EMS crew	4
	411 - Gasoline or other flammable liquid spill	1
	442 - Overheated motor	1
	621 - Wrong location	1
	700 - False alarm or false call, other	1
	731 - Sprinkler activation due to malfunction	2
	733 - Smoke detector activation due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	2
	<i>Total Incidents for 13-12-1 - Englishtown fire department:</i>	13
13-26-1 - Gordon's Corner Fire Company		
	611 - Dispatched & cancelled en route	2
	700 - False alarm or false call, other	2
	735 - Alarm system sounded due to malfunction	2
	743 - Smoke detector activation, no fire - unintentional	1
	744 - Detector activation, no fire - unintentional	2
	<i>Total Incidents for 13-26-1 - Gordon's Corner Fire Company:</i>	9
13-26-2 - Manalapan Fire Company #1		
	311 - Medical assist, assist EMS crew	1
	700 - False alarm or false call, other	1
	711 - Municipal alarm system, malicious false alarm	1

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

ZONES	INCIDENT TYPE	COUNT
	733 - Smoke detector activation due to malfunction	1
	735 - Alarm system sounded due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 13-26-2 - Manalapan Fire Company #1:</i>	<i>7</i>
13-26-2P - Manalapan Primary Response Area		
	118 - Trash or rubbish fire, contained	1
	411 - Gasoline or other flammable liquid spill	1
	422 - Chemical spill or leak	1
	424 - Carbon monoxide incident	1
	440 - Electrical wiring/equipment problem, other	1
	611 - Dispatched & cancelled en route	1
	700 - False alarm or false call, other	4
	736 - CO detector activation due to malfunction	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 13-26-2P - Manalapan Primary Response Area:</i>	<i>12</i>
13-32-1 - Millstone Fire Department		
	444 - Power line down	1
	571 - Cover assignment, standby, moveup	1
	<i>Total Incidents for 13-32-1 - Millstone Fire Department:</i>	<i>2</i>
	Total Count for all Zone:	43

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

CERTIFICATE OF DETERMINATION AND AWARD

I, the undersigned Chairman of The Board of Commissioners of Fire District No. 1 in the Borough of Englishtown, in the County of Monmouth, New Jersey (hereinafter referred to as the "Fire District"), HEREBY CERTIFY as follows:

1. I hereby determine to issue the Bond Anticipation Note (the "Note") hereinafter described by virtue of the authority conferred upon me by resolution of the Fire District adopted March 5, 2015 and a proposal adopted by the Board of Commissioners on December 5, 2013 and approved by the voters of the Fire District at an annual election held on February 15, 2014, such Note to be issued in the amount indicated below.

<u>TOTAL</u>		<u>NUMBER</u>	<u>DENOMINATIONS</u>
<u>PRINCIPAL</u>			
<u>AMOUNT:</u>	\$60,000	2017-1	\$60,000
<u>DATE:</u>	6/29/2017		
<u>MATURITY:</u>	6/29/2018		
<u>INTEREST</u>			
<u>RATE PER</u>			
<u>ANNUM:</u>	4.00%		
<u>PLACE OF</u>			
<u>PAYMENT:</u>	Fire District		

2. Pursuant to the authority so conferred upon me, I have awarded and sold the Note to the Englishtown Borough Firefighter Relief Association, Englishtown, New Jersey at the price of \$60,000, plus an amount equal to the interest on the Note accrued to the date of payment of the purchase price.

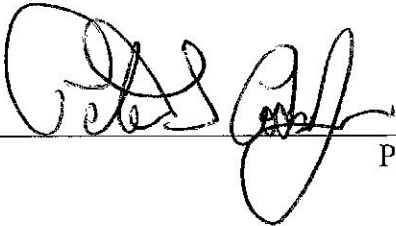
3. No bonds of the Fire District have heretofore been issued pursuant to the resolution referred to in Section 1 hereof.

4. The date of the first note or other obligation issued in anticipation of the issuance of the bonds that the Note is issued in anticipation of, whether or not now outstanding, is July 1, 2015.

5. No grants have been received, no paydowns have been made and no cancellations have been enacted that would reduce the debt authorization below the amount of notes outstanding under the resolution described in Section 1 hereof.

6. No notes or other obligations in anticipation of the issuance of bonds have heretofore been issued pursuant to the resolution referred to in Section 1.

IN WITNESS WHEREOF, I have hereunto set my hand as of this 29th day of June,
2017.



Peter Cooke, Chairman

CERTIFICATE OF QUALIFICATION
PURSUANT TO SECTION 265 OF THE
INTERNAL REVENUE CODE OF 1986, AS AMENDED

I, the undersigned Chairman of Fire District No. 1 in the Borough of Englishtown, in the County of Monmouth, New Jersey (hereinafter referred to as the "Fire District"), HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF as follows:

1. As of the date of this certificate, the Fire District has issued \$60,000 of bonds and notes in the calendar year 2017, including the \$60,000 Bond Anticipation Note issued this date (the "Note"). The Note represents a current refunding of an issue that was deemed qualified pursuant to Section 265 of the Internal Revenue Code of 1986, as amended (the "Code") and therefor will not count towards the \$10,000,000 limitation contained therein.


2. The Fire District has not created any authorities that have power to authorize debt to provide governmental services within the boundaries of the Fire District.

3. The Fire District does not expect to issue greater than \$10,000,000 of tax-exempt obligations in the calendar year 2017.

4. The Notes are not "private activity bonds" as defined in the Code.

5. The Fire District hereby designates the Note as a qualified tax-exempt obligation for purposes of the Code.

IN WITNESS WHEREOF, I have hereunto set my hand as of this 29th day of June,
2017.


Peter Cooke, Chairman

Chief Engineer's Report July 2017

Work done on Trucks

- 12-86 Englishtown Automotive Service Vehicle + Front Brak
Job + Front wheel Alignment waiting for AIR DAG
Sector Air Passager seat + Foam
- 12-84 Blaze Emergency Equipment Co, Service Truck
- 12-75 Blaze Emergency Equipment Co. Repair primer waiting
for Front Sucking valve rivet
- 12-86 Repair loose inside door Handle Rear door

Equipment

Repair water hose reel in house with female end
Ran old Brush Truck + portable generator
Lamin water out + in house air compressor
Replace 3 AA Batteries Gas Alarm Buzzer motor

Miss Filled 6 containers of Spooky-dog

Scott's Filled 5 Scott Bottles in house

Truck 63 + 89 Replace Broken Battery Tabs
Truck 10 out of Service

Mile For the Month

12-74 - 89

12-75 - 123

12-76 - 34

12-86 - 37

12-87 - 180

12-93 - 13

Total miles 494

End of Report