

The Board of Fire Commissioner Fire District #1 Borough of Englishtown, State of New Jersey, convened on Thursday April 3rd, 2025 in the Formal Meeting Room of the Englishtown Fire Department, 3 South Main Street Englishtown, New Jersey. The meeting was called to order by P. Cooke at 8:05 pm

- **Sunshine Statement** by Board Attorney Joe Youssouf

Statement is hereby given that adequate notice of this meeting was given by:

- The mailing of said notice to the Asbury Park Press
- The prominent posting of said notice at the Englishtown Fire Department

Roll Call showed the following members in attendance:

Present: T. Kirkland, P. Cooke, M. Scarrone and B. Stonaker, excused G. Maresca

Minutes: March minutes motioned by P. Cooke and seconded by B. Stonaker

Ayes: T. Kirkland, and P. Cooke, M. Scarrone and B. Stonaker

Financial: motioned by P. Cooke seconded by B. Stonaker followed by a roll call vote.

Ayes: T. Kirkland, P. Cooke, M. Scarrone and B. Stonaker

Legal: Resolution excepted for lease purchase agreement for new fire apparatus motioned by P. Cooke and seconded by B. Stonaker. This is contingent upon approval of local financial board.

Application to local finance board and bond council to be handled by J. Youssouf.

Chief's Report: See Attached

District Engineer Report: See Attached

Presidents Report: Big shed in the back having issues put call out to have it looked at.

Fire Bureau: See attached

Audit/ Bookkeeping: 2023 audit completed resolution to except the budget motioned by T. Kirkland and seconded by P. Cooke. Budget entered into QuickBooks.

IT Report: nothing to report

Insurance: nothing to report

Membership: No activity

LOSAP: nothing to report

Old Business: none

New Business: none

Public Open Potion: none

Meeting Adjournment: at 9pm after a motion by B. Stonaker and seconded by P. Cooke

Certified at the May 1st 2025, regularly scheduled meeting

Clerk, Melissa Scarrone


The Board of Fire Commissioners Fire District 1, Borough of Englishtown, State of New Jersey convened in Executive Session on Thursday april 3rd 2025, in the formal meeting room of the Englishtown Fire Department, 3 South main St, Englishtown, NJ.

A motion was made to enter Executive Session motioned by P. Cooke and Seconded by B. Stonaker at 8:06.

Email sent to board that will be followed up by J. Youssouf

Adjourn from Executive Session; at 8:22 motioned by T.Kirkland and seconded by B. Stonaker and approved by a rollcall vote.

Ayes: M. Scarrone, B. Stonaker, P. Cooke, and T. Kirkland

Certified at the May 1st, 2025 meeting:  _____

Clerk, Melissa Scarrone

7:36 PM

04/30/25

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of April 30, 2025

Type	Date	Num	Name	Split	Debt	Credit	Balance	
Brunswick Bank Checking								
Check	04/27/2025	7796	Englishtown Fire Department	Contract - Volunteer Fir		3,000 00	*****	
Check	04/27/2025	7797	Optimum	Utilities		158 51	*****	
Check	04/27/2025	7798	NJ Natural Gas	Utilities		718 19	*****	
Check	04/27/2025	7799	Manalapan - Englishtown Regional	Fuel	0 00		*****	
Check	04/27/2025	7800	Manalapan - Englishtown Regional	Fuel		505 57	*****	
Check	04/27/2025	7801	Home Depot	Fire Fighting Equipment		989 03	*****	
Check	04/27/2025	7802	Borough of Englishtown - Water S	Utilities		194 00	*****	
Check	04/27/2025	7804	Atlantic Medical Group	Professional Services...		461 00	*****	
General ...	04/27/2025	2030-	Manalapan - Englishtown Regional	Fuel		505 57	*****	
General ...	04/27/2025	2030-	Manalapan - Englishtown Regional	Fuel	505 57		*****	
Check	04/30/2025	7806	Electronic Measurement Labs, Inc	Fire Department Trust		1,790 00	*****	
Check	04/30/2025	7807	Emergency services Marketing Cor	Dues and Subscriptions		899 00	*****	
Total Brunswick Bank Checking						505 57	9,218 87	*****
TOTAL						505 57	9,218 87	*****

APRIL 2025 ENGINEERS REPORT

Filled multiple air bottles

Air pack #5 has air leak NJFE notified came and fixed issue.

ASAP in to check big shed bay door made limit adjustment and tightened spring

Scheduled hose and pump testing with Fireflow to be done July and August

Called Blaze to set up schedule for PM'S on engines

KLR to due ladder testing May 1st.

Air bottles going out in groups to be Hydro tested.

1274 PM done by Blaze

Administrative Engineer

Thomas Frueh



Bureau of Fire Prevention of the Borough of Englishtown

3 South Main St., P.O. Box 2
Englishtown, NJ. 07726
Phone: 732-786-4477 / Fax: 732-446-8285
firemarshal@englishtownfd.com
Ken Marr, Jr., Fire Marshal



TO: Board of Fire Commissioners
Englishtown Fire District #1.

From: Ken Marr, Jr.
Fire Marshal

Ref: Month of April 2025

Date: May 01, 2025

Please see attached.

Registration Report

Smoke-CO Report

Inspections Report

104 Non- Life Hazards registered

14 Life Hazard Uses registered

Total- 118

Questions or comments-

Respectfully, Submitted.

Ken Marr Jr.

Englishtown Fire Prevention Bureau Monthly Payment Report

From 04/01/2025 to 04/30/2025

Report Summary

Fee Type	District Total	Total Payment	Waived	Refund
Registration	\$562.25	\$1,311.25		
Smoke-CO Cert	\$135.00	\$135.00		
GRAND TOTAL	\$697.25	\$1,446.25		

Registration

#	Payment	Invoice	Payment For	Payment Type	District Fee	Permit Fee	Total Payment	Total Waived	Refund
1	04/02/2025 - \$210.25	R2025-0108	Los Hermanos	Check	\$156.25	\$54.00	\$210.25	0	0
2	04/02/2025 - \$851.25	R2025-0097	Mc Donalds	Check	\$156.25	\$695.00	\$851.25	0	0
3	04/07/2025 - \$93.50	R2025-0025	Custom Signs & Banners (Simke)	Money Order	\$93.50	0	\$93.50	0	0
4	04/22/2025 - \$156.25	R2025-0031	Englishtown Liquors	Check	\$156.25	0	\$156.25	0	0
Grand Total					\$562.25	\$749.00	\$1,311.25		

Smoke-CO Cert

#	Payment	Invoice	Payment For	Payment Type	District Fee	Permit Fee	Total Payment	Total Waived	Refund
1	04/14/2025 - \$45.00	S2025-0003	71 MAIN STREET	Check	\$45.00	0	\$45.00	0	0
2	04/14/2025 - \$45.00	S2025-0005	10 HERITAGE DRIVE	Check	\$45.00	0	\$45.00	0	0
3	04/18/2025 - \$45.00	S2025-0004	69 CARRIAGE LANE	Check	\$45.00	0	\$45.00	0	0
Grand Total					\$135.00		\$135.00		

Inspection Calendar

Filter

Search for Inspections that match ALL criteria

Property Registration equals

Inspection Date equals

Certificate Date greater or equal

Inspection Date greater or equal

Inspector equals

Inspection Date less or equal

Type of Inspection equals

PID equals

Workflow Status equals

PID_ID equals

INSP ID contains

Search Clear

All Inspections New Inspection

Monthly Inspections 1-10 of 10

Business Name	Inspection Date	Type	Inspector	Notes	Workflow Status	Inspection Actions	Inspection
Englishtown Boro Hall	04/08/2025	Periodic	Ken Marr Jr.	No Violations at time of Inspection.	COMPLETE	<input type="checkbox"/> View Certificate <input checked="" type="checkbox"/> Email Certificate	Englishtown Boro Hall Ken Marr Jr. 04/08/2025
Englishtown Boro Road Department	04/08/2025	Periodic	Ken Marr Jr.	No obvious violations at time of inspection.	COMPLETE	<input type="checkbox"/> View Certificate <input checked="" type="checkbox"/> Email Certificate	Englishtown Boro Road Department Ken Marr Jr. 04/08/2025
Englishtown Boro Police Department	04/08/2025	Periodic	Ken Marr Jr.	NO obvious violations at time of Inspection.	COMPLETE	<input type="checkbox"/> View Certificate <input checked="" type="checkbox"/> Email Certificate	Englishtown Boro Police Department Ken Marr Jr. 04/08/2025
Casket Lovers	04/14/2025	Periodic	Ken Marr Jr.	No obvious violations at time of inspection.	COMPLETE	<input type="checkbox"/> View Certificate <input checked="" type="checkbox"/> Email Certificate	Casket Lovers Ken Marr Jr. 04/14/2025
Village Center	04/15/2025	Periodic	Ken Marr Jr.	No obvious violations. Room clean and reports on file.	COMPLETE	<input type="checkbox"/> View Certificate <input checked="" type="checkbox"/> Email Certificate	Village Center Ken Marr Jr. 04/15/2025
Dunkin Donuts	04/15/2025	Periodic	Ken Marr Jr.	No obvious violations at time of inspection.	COMPLETE	<input type="checkbox"/> View Certificate <input checked="" type="checkbox"/> Email Certificate	Dunkin Donuts Ken Marr Jr. 04/15/2025
Big Bob and More	04/15/2025	Periodic	Ken Marr Jr.	No obvious violations at time of inspection. Ext-3-2025 Cooking-3-2025 Clean 12-2024/6-2025	COMPLETE	<input type="checkbox"/> View Certificate <input checked="" type="checkbox"/> Email Certificate	Big Bob and More Ken Marr Jr. 04/15/2025
Ardent Dental Arts	04/15/2025	Periodic	Ken Marr Jr.	No obvious violations at time of inspections.	COMPLETE	<input type="checkbox"/> View Certificate <input checked="" type="checkbox"/> Email Certificate	Ardent Dental Arts Ken Marr Jr. 04/15/2025
Kim's Nails	04/15/2025	Periodic	Ken Marr Jr.	No obvious violations at time of inspection.	COMPLETE	<input type="checkbox"/> View Certificate <input checked="" type="checkbox"/> Email Certificate	Kim's Nails Ken Marr Jr. 04/15/2025
John Kresge Salon Holdings LLC / Nadia's Salon	04/15/2025	Periodic	Ken Marr Jr.	No obvious violations at time of inspection.	COMPLETE	<input type="checkbox"/> View Certificate <input checked="" type="checkbox"/> Email Certificate	John Kresge Salon Holdings LLC / Nadia's Salon Ken Marr Jr. 04/15/2025

ENGLISHTOWN FIRE DEPARTMENT



POST OFFICE BOX 1 – 3 SOUTH MAIN STREET – ENGLISHTOWN, NEW JERSEY 07726
732-446-4818 • FAX 732-446-8285

Chief's Report

Englishtown Fire District #1 Meeting

May 1st, 2025

(w/ staffing)

Incidents for April 2025

Zone	Incident Count
Englishtown (12-1)	4
Manalapan Primary Response (26-2P)	7
Manalapan (26-2)	10
Gordon's Corner (26-1)	1
Freehold (16-1)	1
Millstone (32-1)	1
Total	24 Incidents for over 70 Manhours

See attached staffing response level report.

Significant Incidents for April 2025:

- 4-01-2025 – House Fire on Craig Road in Manalapan
- 4-16-2025 – Vehicle Fire on Pine Tree Lane
- 4-24-2025 – Serious Motor Vehicle Accident with Medevac on Millhurst Rd
- 4-26-2025 – Vehicle in the water with a Victim in Manalapan
- 4-28-2025 – Roof Top AC Unit fire at Centra State Medical Center

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Training

- The department will be attending a Pipeline Drill at Earle Naval Base on Saturday May 17th
- Looking for approval to send members to EMT A, B, and C core refreshers.
 - FF/EMT Sanchez, Apuzzo, and LT Kole. The cost is \$100 per refresher from On Location Training. Looking for approval for \$900 from Training Line item for all three members.

Building

- Frank Botti was here to open the lawn sprinklers and asked if we would consider removing the grass around the sign and putting mulch or rocks around it. The current sprinkler heads do not hit the grass and only water the bushes.

Items for Surplus Declaration

- (4) 100 Foot 2 inch Hose Sections due to failure

Purchase Requests

- New Engine Equipment
 - Still waiting to place the hose order that was approved.
- Streamlight Portable Scene Light Batteries
 - \$632 for 8 Batteries for our 4 lights from Continental Fire & Safety
- Looking for approval to make pony lengths out of old hose for the engines.
 - \$1,034 from Fire Flow which includes labor and couplings
- Next month we will be looking into purchasing new helmets, as many of our helmets reach 10 years this year.
- Need to purchase tool fuel for saws and possibly truck wash equipment either from Home Depot or Manalapan Hardware.
- Looking for approval to purchase speedy dry.

ENGLISHTOWN FIRE DEPARTMENT



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Other Notable Mentions

- We are looking to host the Western Monmouth Mutual Aid Association meeting at our firehouse on Tuesday, May 6th at 1900 Hours.
- The Mother's Day Flower Sale will be 10th and 11th
- Memorial Day Parade for Manalapan/Englishtown will be on Monday, May 26th at 1400 hours.
- The Chief and any available members will be attending the Fallen Firefighters Memorial and Medal Day Ceremony this Sunday at the Fire Academy.
- Will be meeting with Chief Kirkland soon to discuss Opticom Transmitters for the traffic lights in their jurisdiction.

Items for Surplus Declaration

- (4) 100 Foot 5 Inch Hose Sections due to failure
 - Serial #'s 1210039, 051207, 1210098, 1210090

Regards,
Chief O'Brien

RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO.1 BOROUGH OF ENGLISHTOWN ACCEPTING THE AUDIT REPORT FOR THE YEAR ENDED DECEMBER 31, 2023

WHEREAS; N.J.S.A. 40A:14-89 requires Boards of Fire Commissioners to authorize the preparation of an annual report on audit of its financial books and records of account; and

WHEREAS; the Board of Fire Commissioners has heretofore employed the services of a registered municipal auditor for the purpose of preparing the audit required by New Jersey Statutes and Administrative Regulations; and

WHEREAS; the Board received the report on audit for the year ended December 31, 2023 and finds same acceptable as written; and

WHEREAS; N.J.S.A. 40A:5A-16 requires that a synopsis of the annual audit be prepared and published by the District, at least once, in a newspaper circulating within the District and that a copy of the synopsis be filed with the Director of the Local Finance Board within ten days after the date of publication; and

WHEREAS; N.J.S.A. 40A:5A-17 requires the Board of Fire Commissioners to certify to the Local Finance Board by resolution that each Commissioner has personally reviewed the annual audit report, specifically the sections of the audit report entitled "General Comments and Recommendations", and to evidence same by group affidavit in the form prescribed by the Local Finance Board.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Board of Fire Commissioners of Fire District No.1 Borough of Englishtown that the report on audit for the year ended December 31, 2023 is hereby accepted and approved.

BE IT FURTHER RESOLVED, that a synopsis of said report on audit be published in the official newspaper of the District and that the members of the Board shall execute the required Annual Group Affidavit and forward same, together with a copy of this Resolution, to the District's Auditor for filing with the Local Finance Board.

Moved by: *P Cooke*

Seconded by: *B Stonaker*

Roll Call Vote: *G Maresca, P Cooke, B Stonaker, M. Scarrow*

Ayes: *4* Nays: Absent: *1* Abstain:

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners, Fire District No.1 Englishtown Borough on 1 day of May 2025.

n l e, Clerk



Joseph D. Youssouf

Attorney at Law

137 Route 9 South • P.O. Box 809

Manalapan, New Jersey 07726

732-972-3010 Fax 732-972-1521

jyoussouf@aol.com

April 28, 2025

Leasing 2, Inc.
1720 West Cass Street Suite B
Tampa, FL 3306

Fire District No.1 Borough of Englishtown
3 South Main Street
Englishtown, N.J. 07726

Attn: Commissioner Kirkland

Re: Property Schedule No.1 dated as of March 14, 2025 to Master Tax-Exempt Installment Purchase Agreement dated as of March 14, 2025 between Leasing 2, Inc. and the Board of Fire Commissioners Fire District No. 1 Englishtown Borough.

Ladies and Gentlemen:

I have acted as attorney for the Board of Fire Commissioners Fire District No. 1 Borough of Englishtown ("Purchaser") in connection with the Master Tax-Exempt Installment Purchase Agreement dated March 14, 2025 (the "Master Agreement") between the Board of Fire Commissioners Fire District No.1 Englishtown Borough, as the Purchaser, and Leasing 2, Inc. as Seller ("Seller") and the execution of Property Schedule No.1 (the "Property Schedule") dated as of March 14, 2025, pursuant to the Master Agreement. I have examined the law and such certified proceedings and other papers as I deem necessary to render this opinion.

All capitalized terms not otherwise defined herein shall have the meanings provided in the Master Agreement and Property Schedule.

As to questions of fact material to my opinion, I have relied upon the representations of Purchaser in the Master Lease Agreement and the Property Schedule and in the certified proceedings and other certifications of public officials furnished to me without undertaking to verify the same by independent investigation.

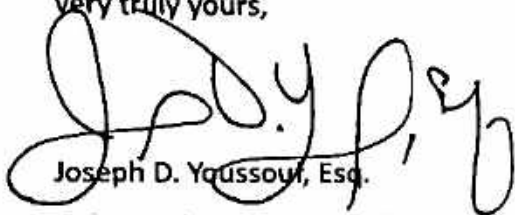
Based upon the foregoing, I am of the opinion that, under existing law:

1. Purchaser is a public body corporate and politic, duly organized and existing under the laws of the State of New Jersey and has a substantial amount of one or more of the following sovereign powers: (a) the power to tax, (b) the power of eminent domain, through the Borough of Englishtown, and (c) the police power as granted by N.J.S.A. 40A:14-70 et. seq.
2. Purchaser has all requisite power and authority to enter into the Master Lease Agreement and the Property Schedule and to perform its obligations thereunder.
3. The execution, delivery and performance of the Master Agreement and Property Schedule by the Purchaser has been duly authorized by all necessary action of the part of the Purchaser.
4. All proceedings of Purchaser and its governing body relating to the authorization and approval of the Master Agreement and the Property Schedule, the execution thereof and the transactions contemplated thereby have been conducted in accordance with all applicable open public meeting laws and other applicable state and federal laws.
5. Purchaser has acquired or has arranged for the acquisition of the Property subject to The Property Schedule, and has entered into the Master Agreement and Property Schedule, in compliance with all applicable public bidding laws.
6. Purchaser has obtained all consents and approvals of other governmental authorities or agencies which may be required for the execution, delivery and performance by Purchaser of the Master Agreement and the Property Schedule.
7. The Master Agreement and the Property Schedule have been duly executed and delivered by the Purchaser and constitute legal, valid and binding obligations of Purchaser, enforceable against Purchaser in accordance with the terms thereof, except insofar as the enforcement thereof may be limited by any applicable bankruptcy, insolvency, moratorium, reorganization or other laws of equitable principles of general application, or of application to municipalities, or political subdivisions such as the Purchaser, affecting remedies or creditors' rights generally, and to the exercise of judicial discretion in appropriate cases.

8. As of the date hereof, based upon such inquiry and investigation as deemed sufficient, no litigation is pending, (or to my knowledge threatened) against Purchaser in any court (a) seeking to restrain or enjoin the delivery of the Master Agreement or the Property Schedule or of other agreements similar to the Master Agreement; (b) questioning the authority of Purchaser to execute the Master Agreement or the Property Schedule, or the payment of principle or interest on the Property Schedule; (c) questioning the constitutionality of any statute, or validity of any proceedings, authorizing the execution of the Master Agreement and the Property Schedule; or (d) affecting the provisions made for payment of the security for the Master Agreement and the Property Schedule.

This opinion may be relied upon by the Seller, its successors and assigns, and by any other legal counsel who provides an opinion with respect to the Property Schedule.

Very truly yours,



Joseph D. Youssef, Esq.

Attorney for the Board of Fire Commissioners
Fire District No.1 Borough of Englishtown

Dated: April 28, 2025



MavTech Consulting
— AND SOLUTIONS —

Englishtown Fire District
April 2025

Englishtown April 2025

Monthly security patches completed throughout the month; all computers are up to date 278 patches were completed and pushed to the computers. Including Flex (Spillman) updates on all computers.

Quotes for new emergency reporting software were received, ESO \$5,798 Initial with a yearly \$3,923 yearly cost. First Due is 5,500 per year with an initial cost of 6,500. Chief/line officers would like to do with First Due which covers all functionality and is very user friendly for reporting.

Optimum has had numerous issues within the past few months. Already spoke with Commish Kirkland and I would like to switch the Department to Verizon Fios which will be approximately 250.99 a month for both internet and TV. Since Englishtown FD is also the EOC we have been speaking with Monmouth County and State OEM for some funding opportunities to get a starlink however since a lot of Englishtown OEMs documentation was not up to date, we will not be able to apply FY25.

As mentioned last month's report, I would like to switch to Unifi Access Control. I have begun testing it on a small scale.

Security:

All computers are monitored for suspicious or malicious activity 684,000 Events Captured out of that 3 were suspicious and determined not to be a security threat.

Again any IT Requests or Issues please email Support@mavtechnj.com or reach out to me.