

June 7, 2012

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday June 7, 2012 regular scheduled meeting of the Board, in the Formal Meeting Room of the Englishtown Fire Department, 3 South Main St. Englishtown, New Jersey.

The meeting was called to order at 8: 09 P.M. by Chairman T. Kirkland

1. **Sunshine Statement by Joseph D. 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: T. Frueh, T. Kirkland, P. Cooke, G. Maresca, and M. Galasso

Minutes: Minutes for the May 3, 2012 meeting motioned by P. Cooke seconded by T. Frueh

Ayes: T. Kirkland, T. Frueh, P. Cooke, G. Maresca, and M. Galasso

Financial: The Treasurer's Report was given by T. Frueh with the recommendation to pay the attached bill list for the month of May, 2012 in the amount of \$20,825.70 Offered by P. Cooke and seconded by G. Maresca, and motion passed by a roll call vote:

Ayes: P. Cooke, T. Frueh, M. Galasso, G. Maresca, and T. Kirkland

Legal and Audit: Revised resolution for Chief Engineer P. Dibenedetto

Ayes: T. Frueh, T. Kirkland, P. Cooke, G. Maresca, and M. Galasso

Chief's Report: See Attached

Helmets and Placards: \$280 per helmet. Approval to purchase 6 from the FF Equipment budget. 2 Officer placards, 5 Ex Chief placards, 10 regular placards, and 15 Junior placards: Approval to spend up to \$1,000. SCBA Masks: Returning 10 old ones for \$180 credit. Approval to purchase 5 at \$264.50 each. Approval to purchase 6 water can straps at \$30 each.

Ayes: P. Cooke, T. Frueh, T. Kirkland, G. Maresca, and M. Galasso

Department Engineer's Report: See Attached

LOSAP: No Report

Fire Bureau: First check from the Borough for inspection fees has been received and deposited. The Borough should be giving fine account check to T. Frueh soon.

Correspondence: N/A

Insurance: Soden Agency has provided quotes for insurance for building. Will be decided upon in next meeting.

Old Business: Website: Domain will be www.englishtownbofc.com. The site preview will be in the next few days. Purchase Agreement: If it is greater than \$300, see T. Frueh. PO needs to be signed off on and present to the board. Emergencies are excluded and Joe Yousoff will prepare a resolution. A PO is needed for every purchase, must be presented to the Treasurer for approval, then presented to the board. \$300 maximum between meetings. For emergencies over \$300, the Chief will contact the chairman.

New Business: A motion was made by T. Frueh and seconded by P. Cooke to pay Tim Kirkland for any Baltimore expenses once they hit his Credit Card. You must prove attendance in classes for reimbursement.

Ayes: T. Frueh, T. Kirkland, G. Maresca, P. Cooke, and M. Galasso

Next Friday and Saturday there is a class at Mercer County Fire Academy for Fire Police Operations for a cost of \$75.

Ayes: T. Frueh, T. Kirkland, G. Maresca, P. Cooke, and M. Galasso

Good and Welfare: Chief will be taking 12-66 to the funeral for Mike Macinnes' sister tomorrow at 9 am.

Public Open Portion:

Meeting Adjournment: at 9:35 P.M. after a motion by P. Cooke and seconded by G. Maresca and approved by a roll call vote.

Certified at the July 5, 2012 meeting _____

7:04 PM

06/07/12

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of June 30, 2012

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							
Payment	6/1/2012	011454	Boro of Englishtown	Accounts Receivable	1,956.85		82,987.04
Check	6/7/2012	4426	Thomas Kirkland	Paid Positions		1,583.27	84,943.89
Check	6/7/2012	4427	Matt Galasso	Paid Positions		1,715.33	83,360.62
Check	6/7/2012	4428	Gerald Maresca	Office Supplies		1,608.27	81,645.29
Check	6/7/2012	4429	Peter Cooke	Paid Positions		1,501.19	80,037.02
Check	6/7/2012	4430	Pasquale DiBenedetto	Paid Positions		916.45	78,535.83
Check	6/7/2012	4431	Thomas Frueh	Paid Positions		1,715.33	77,619.38
Check	6/7/2012	4432	void	Advertising	0.00		75,904.05
Check	6/7/2012	4433	void	Utilities	0.00		75,904.05
Check	6/7/2012	4434	void	Contract - Volunteer Fir...	0.00		75,904.05
Check	6/7/2012	4435	Freehold Cartage Inc.	Utilities		158.92	75,745.13
Check	6/7/2012	4436	Insurance Restoration Specialist	Other Professional		399.00	75,346.13
Check	6/7/2012	4437	Jersey Central Power & Light	Utilities		568.89	74,777.24
Check	6/7/2012	4438	Jersey Central Power & Light	Utilities		17.26	74,759.98
Check	6/7/2012	4439	Manalapan - Englishtown Board of ...	Fuel		861.94	73,898.04
Check	6/7/2012	4440	NJ Fire Prevention & Protection As...	UFSA Other Expenses		35.00	73,863.04
Check	6/7/2012	4441	n.f.p.a.	Dues and Subscriptions		165.00	73,698.04
Check	6/7/2012	4442	NJ Natural Gas	Utilities		349.51	73,348.53
Check	6/7/2012	4443	Staples	Office Supplies		337.80	73,010.73
Check	6/7/2012	4444	Somerset County Academy	Training		500.00	72,510.73
Check	6/7/2012	4445	Verizon	Utilities		719.63	71,791.10
Check	6/7/2012	4446	Verizon	Utilities		185.60	71,605.50
Check	6/7/2012	4447	NetLink	Other Professional		199.00	71,406.50
Check	6/7/2012	4448	Asbury Park Press	Advertising		63.00	71,343.50
Check	6/7/2012	4449	Avaya	Utilities		198.21	71,145.29
Check	6/7/2012	4450	Englishtown Fire Department	Contract - Volunteer Fir...		1,833.33	69,311.96
Check	6/7/2012	4451	stockel lawn	Building		995.00	68,316.96
Check	6/7/2012	4452	verizon Cell	Utilities		275.20	68,041.76
Check	6/7/2012	4453	Hotstick	Fire Fighting Equipment		1,130.00	66,911.76
Check	6/7/2012	4454	Emergency equipment sales	Personal Protective Eq...		440.17	66,471.59
Check	6/7/2012	4455	Emergency equipment sales	-SPLIT-		2,203.40	64,268.19
Check	6/7/2012	4456	Generation Consultants , LLC	Dues and Subscriptions		150.00	64,118.19
Total Brunswick Bank Checking					1,956.85	20,825.70	64,118.19
TOTAL					1,956.85	20,825.70	64,118.19

7:04 PM
06/07/12
Accrual Basis

Englishtown Fire District No. 1
2012 Budget
January through June 2012

	Jan - Jun 12	Budget	\$ Over Budget
Income			
Fire District Taxes	0.00	408,596.00	-408,596.00
Interest on Investments	0.16	0.00	0.16
Miscellaneous			
Tower	2,236.20	0.00	2,236.20
Miscellaneous - Other	346.82	0.00	346.82
Total Miscellaneous	2,583.02	0.00	2,583.02
Uniform Fire Safety Act	0.00	6,400.00	-6,400.00
Supplemental Fire Services	0.00	414.00	-414.00
Total Income	2,583.18	415,410.00	-412,826.82
Expense			
Reconciliation Discrepancies	200.68		
Employee Benefits	0.00	2,300.00	-2,300.00
Advertising	272.00	700.00	-428.00
Contract - Volunteer Fire Co	10,999.98	22,000.00	-11,000.02
Dues and Subscriptions	870.00	1,500.00	-630.00
Elections	880.50	1,500.00	-619.50
Fire Fighting Equipment	4,143.67	20,000.00	-15,856.33
Fuel	2,896.94	15,600.00	-12,703.06
Insurance Premiums	25,183.50	52,000.00	-26,816.50
Maintenance and Repairs			
Building	4,265.38	10,000.00	-5,734.62
Trucks	6,957.99	43,000.00	-36,042.01
Maintenance and Repairs - Other	60.00		
Total Maintenance and Repairs	11,283.37	53,000.00	-41,716.63
Office Supplies	4,465.56	4,000.00	465.56
Paid Positions	7,431.57	19,650.00	-12,218.43
Personal Protective Equipment	929.77	12,000.00	-11,070.23
Professional Services			
Audit and Accounting	3,500.00		
Other Professional	996.00	30,000.00	-29,004.00
Total Professional Services	4,496.00	30,000.00	-25,504.00
Promotion	0.00	1,000.00	-1,000.00
Training	2,289.43	20,000.00	-17,710.57
Utilities	13,833.38	38,000.00	-24,166.62
UFSA Salaries and Wages	0.00	9,750.00	-9,750.00
UFSA Fringe Benefits	0.00	1,000.00	-1,000.00
UFSA Other Expenses	110.00	2,250.00	-2,140.00
Length of Service Awards	0.00	48,000.00	-48,000.00
Purch-Chief Vehicle/Fire Hose	22,275.21	65,000.00	-42,724.79
Bond Principal	55,000.00	55,000.00	0.00
Bond Interest	11,137.50	21,038.00	-9,900.50
Bond Note Principal	0.00	15,000.00	-15,000.00
Bond Note Interest	0.00	2,400.00	-2,400.00
Fire Co. Loan Principal	0.00	20,000.00	-20,000.00

Chief's Report

June 2012 Commissioners Meeting

Summary of Calls

The Department ran a total of 31 calls for the month of May, 2012. *NFIRS reports are attached.*

Gear & Equipment

All of the replacement hose that was ordered has been allocated to the engines.

Technical Fire Services, Inc is scheduled to perform pump tests on the 3 engines on Thursday, June 28th.

Fail Safe is scheduled to do ladder & hose testing on Friday, June 22nd

We are still awaiting approval to purchase helmet placards (~\$600) for Junior FF, Officer placards, and ex-chiefs, and Cairns 1010 Helmets – Defender with traditional face shield (~\$327.00/ea.)

In addition, we are still waiting approval to purchase AV3000 SureSeal masks, with the trade-in allowance of \$18/out-dated mask for the acquisition of 5 new masks and trading in 10 outdated masks.

While at the 2012 Harrisburg Fire Expo, the NFPA compliant collapsible traffic safety cones which were requested for 12-74 & 75 while quoted for \$200/set were able to be obtained for ~\$100/set. With the newer price we were able to obtain 4 total sets of (5) cones, which are now on 12-74, 75, 76, & 86.

The disposable hearing protection which was requested was ordered and awaiting arrival.

Trucks

We are wrapping up the negotiating process for the vehicle replacement of 12-67.

The odor of coolant from 12-74 seems to have been corrected. Campbell Supply corrected the issue by replacing the coolant overflow bottle. No drivers or crew members have noticed the odor since.

The rear fold-down steps of 12-74 failed during a routine hose adjustment from the back step. The fasteners for all fold-down steps were previously replaced by Campbell Supply, and when notified of the failure confirmed this. Campbell was back out to our firehouse on June 5th to re-fasten all the rear steps. He noted that if it continued to happen, they would have to drill through the body and fabricate a plate inside the rear cabinet to secure the steps.

June Department Schedule

June 7th – 20:00 – Commissioners Meeting

June 11th – 20:00 – Regular Department Business Meeting

June 18th – 20:00 – Regular Drill

June 21st – 19:00 – 12-1, 26-2, 26-1, & 32-1 Combined Drill @ 12-1/32-1

June 25th – 19:30 – Regular Drill

Respectfully submitted by,

Peter Hall

Chief

Thomas Kirkland
Deputy Chief

Jason Carlos
Captain

Matthew Ulatowski
1st Lieutenant

Peter Cooke
2nd Lieutenant

Englishtown Fire Department

Average Turnout per Incident

Alarm Date Between {05/01/2012} And {05/31/2012}

Total Number of Incidents	31	Total Number of Responding Personnel	341
Average Turnout per Incident		11	

Englishtown Fire Department

Calculated Total Staff Hours by Type of Alarm

Alarm Date Between {05/01/2012} And {05/31/2012}

Incident	Date	Response	Alarm	Cleared	#Staff	Stf Hrs	Prop Use
1 Monmouth County Radio Room							
12-0000125-000	05/01/2012	00:04:35	23:05:22	00:18:34	10	12.20	931 Open land or
12-0000126-000	05/02/2012	00:05:05	11:45:33	12:23:49	10	6.37	215 High
12-0000127-000	05/04/2012	00:04:25	10:37:06	10:47:31	5	0.86	429 Multifamily
12-0000128-000	05/04/2012	00:03:31	11:29:45	12:08:44	6	3.89	961 Highway or
12-0000129-000	05/04/2012	00:00:00	12:15:03	15:05:12	11	31.19	700 Manufacturing,
12-0000130-000	05/08/2012	00:05:49	15:09:10	15:30:03	6	2.08	962 Residential
12-0000131-000	05/08/2012	00:04:13	21:47:20	22:04:09	16	4.48	419 1 or 2 family
12-0000132-000	05/09/2012	00:12:20	13:40:05	13:59:20	4	1.28	961 Highway or
12-0000133-000	05/09/2012	00:07:21	14:46:38	14:58:44	5	1.00	962 Residential
12-0000134-000	05/09/2012	00:00:22	15:11:38	15:15:03	41	2.33	962 Residential
12-0000135-000	05/09/2012	00:04:27	15:21:43	15:40:18	16	4.95	961 Highway or
12-0000136-000	05/10/2012	00:07:27	13:53:27	14:36:27	7	5.01	931 Open land or
12-0000137-000	05/13/2012	00:02:41	19:37:00	20:49:02	10	12.00	419 1 or 2 family
12-0000138-000	05/17/2012	00:02:40	13:25:08	13:33:22	6	0.82	962 Residential
12-0000139-000	05/17/2012	00:10:41	18:18:47	19:09:03	19	15.91	419 1 or 2 family
12-0000140-000	05/19/2012	00:03:46	11:03:32	11:22:38	11	3.50	962 Residential
12-0000141-000	05/19/2012	00:05:33	12:37:11	13:03:53	14	6.23	981 Construction site
12-0000142-000	05/19/2012	00:06:52	14:44:02	15:14:44	14	7.16	213 Elementary
12-0000143-000	05/20/2012	00:10:19	13:52:54	14:19:19	10	4.40	419 1 or 2 family
12-0000144-000	05/21/2012	00:05:02	14:18:41	14:37:09	6	1.84	419 1 or 2 family
12-0000145-000	05/21/2012	00:05:08	14:59:23	15:20:59	6	2.16	962 Residential
12-0000146-000	05/23/2012	00:05:42	21:03:09	21:23:34	13	4.42	419 1 or 2 family
12-0000147-000	05/24/2012	00:05:12	02:52:23	03:16:50	6	2.44	500 Mercantile,
12-0000148-000	05/24/2012	00:10:44	08:06:06	08:25:37	6	1.95	419 1 or 2 family
12-0000149-000	05/24/2012	00:10:14	15:17:12	16:10:42	5	4.45	429 Multifamily
12-0000150-000	05/24/2012	00:03:38	20:29:49	20:40:08	12	2.06	419 1 or 2 family
12-0000151-000	05/25/2012	00:15:41	09:12:00	09:33:54	8	2.92	429 Multifamily
12-0000152-000	05/27/2012	00:03:17	12:09:13	12:25:20	14	3.76	808 Outbuilding or
12-0000153-000	05/28/2012	00:09:03	12:28:47	12:46:00	23	6.59	429 Multifamily
12-0000154-000	05/28/2012	00:06:28	17:51:34	18:05:48	11	2.60	419 1 or 2 family
12-0000155-000	05/29/2012	00:13:43	07:00:06	07:14:22	10	2.37	419 1 or 2 family
Subtotal Alarm Count		31	Subtotal Staff & Hours		341	163.37	

Total Incident Count 31

Englishtown Fire Department

Incident Type Report

Alarm Date Between {05/01/2012} And {05/31/2012}

Incident	Alm Date	Time	Primary Action	Property Use
111 Building fire				
12-0000129-000	05/04/2012	12:15:03	81 Incident command	700 Manufacturing, processing
12-0000150-000	05/24/2012	20:29:49	923 Held in Quarters	419 1 or 2 family dwelling
Incident Type Count:	2			Percent of All: 6.4%
113 Cooking fire, confined to container				
12-0000151-000	05/25/2012	09:12:00	923 Held in Quarters	429 Multifamily dwelling
Incident Type Count:	1			Percent of All: 3.2%
142 Brush or brush-and-grass mixture fire				
12-0000125-000	05/01/2012	23:05:22	11 Extinguishment by	931 Open land or field
Incident Type Count:	1			Percent of All: 3.2%
311 Medical assist, assist EMS crew				
12-0000136-000	05/10/2012	13:53:27	92 Standby	931 Open land or field
Incident Type Count:	1			Percent of All: 3.2%
324 Motor Vehicle Accident with no injuries				
12-0000130-000	05/08/2012	15:09:10	92 Standby	962 Residential street, road
12-0000132-000	05/09/2012	13:40:05	92 Standby	961 Highway or divided
12-0000134-000	05/09/2012	15:11:38	923 Held in Quarters	962 Residential street, road
12-0000135-000	05/09/2012	15:21:43	92 Standby	961 Highway or divided
Incident Type Count:	4			Percent of All: 12.9%
372 Trapped by power lines				
12-0000145-000	05/21/2012	14:59:23	923 Held in Quarters	962 Residential street, road
Incident Type Count:	1			Percent of All: 3.2%
412 Gas leak (natural gas or LPG)				
12-0000140-000	05/19/2012	11:03:32	86 Investigate	962 Residential street, road
12-0000141-000	05/19/2012	12:37:11	81 Incident command	981 Construction site
12-0000149-000	05/24/2012	15:17:12	81 Incident command	429 Multifamily dwelling
12-0000155-000	05/29/2012	07:00:06	86 Investigate	419 1 or 2 family dwelling
Incident Type Count:	4			Percent of All: 12.9%

Englishtown Fire Department

Incident Type Report

Alarm Date Between {05/01/2012} And {05/31/2012}

Incident	Alm Date	Time	Primary Action	Property Use
413 Oil or other combustible liquid spill				
12-0000128-000	05/04/2012	11:29:45	43 Hazardous materials	961 Highway or divided
Incident Type Count:	1			Percent of All: 3.2%
422 Chemical spill or leak				
12-0000126-000	05/02/2012	11:45:33	42 HazMat detection,	215 High school/junior high
Incident Type Count:	1			Percent of All: 3.2%
424 Carbon monoxide incident				
12-0000137-000	05/13/2012	19:37:00	81 Incident command	419 1 or 2 family dwelling
Incident Type Count:	1			Percent of All: 3.2%
444 Power line down				
12-0000133-000	05/09/2012	14:46:38	84 Refer to proper	962 Residential street, road
12-0000138-000	05/17/2012	13:25:08	86 Investigate	962 Residential street, road
Incident Type Count:	2			Percent of All: 6.4%
445 Arcing, shorted electrical equipment				
12-0000143-000	05/20/2012	13:52:54	86 Investigate	419 1 or 2 family dwelling
12-0000144-000	05/21/2012	14:18:41	86 Investigate	419 1 or 2 family dwelling
12-0000147-000	05/24/2012	02:52:23	86 Investigate	500 Mercantile, business,
Incident Type Count:	3			Percent of All: 9.6%
651 Smoke scare, odor of smoke				
12-0000131-000	05/08/2012	21:47:20	81 Incident command	419 1 or 2 family dwelling
12-0000139-000	05/17/2012	18:18:47	86 Investigate	419 1 or 2 family dwelling
12-0000148-000	05/24/2012	08:06:06	86 Investigate	419 1 or 2 family dwelling
Incident Type Count:	3			Percent of All: 9.6%
735 Alarm system sounded due to malfunction				
12-0000127-000	05/04/2012	10:37:06	63 Restore fire alarm	429 Multifamily dwelling
12-0000142-000	05/19/2012	14:44:02	64 Shut down system	213 Elementary school,
Incident Type Count:	2			Percent of All: 6.4%
743 Smoke detector activation, no fire - unintentional				

Englishtown Fire Department

Incident Type Report

Alarm Date Between {05/01/2012} And {05/31/2012}

Incident	Alm Date	Time	Primary Action	Property Use
743 Smoke detector activation, no fire - unintentional				
12-0000154-000	05/28/2012	17:51:34	65 Secure property	419 1 or 2 family dwelling
Incident Type Count:	1			Percent of All: 3.2%
744 Detector activation, no fire - unintentional				
12-0000152-000	05/27/2012	12:09:13	63 Restore fire alarm	808 Outbuilding or shed
Incident Type Count:	1			Percent of All: 3.2%
746 Carbon monoxide detector activation, no CO				
12-0000146-000	05/23/2012	21:03:09	86 Investigate	419 1 or 2 family dwelling
12-0000153-000	05/28/2012	12:28:47	86 Investigate	429 Multifamily dwelling
Incident Type Count:	2			Percent of All: 6.4%
Total Incident Count:	31			