

May 3, 2012

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday May 5, 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: 10 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, and M. Galasso

Minutes: Minutes for the April 5, 2012 meeting motioned by P. Cooke seconded by T. Frueh

Ayes: T. Kirkland, T. Frueh, P. Cooke, 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 \$37,227.59 Offered by T. Frueh and seconded by P. Cooke, and motion passed by a roll call vote:

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

Legal and Audit: Revised Shared Service Agreement has been given to add to last month's minutes. A motion was made by T. Frueh and seconded by T. Kirkland to amend the agreement and raise P. Dibenedetto's salary to \$2,000.

Ayes: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

Chief's Report: See Attached

For Pump, Hose, and Ladder Testing: Ayes: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

May 3, 2012

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Thursday May 3, 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 8:10 P.M. by Chairman, E. 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, New Jersey

2. The posting of said notice at the Englishtown Fire Department

Roll Call showed the following members in attendance:

Present: T. Fureh, T. Kirkland, R. Cooke, and M. Galasso

Minutes: Minutes for the April 5, 2012 meeting read and approved by R. Cooke seconded by T. Fureh

Ayes: T. Kirkland, T. Fureh, R. Cooke, and M. Galasso

Financial: The Treasurer's Report was given by T. Fureh with the pro recommendation to accept the attached bill list for the month of May, 2012 with the amount of \$2,123.99. Ordered by T. Fureh and seconded by R. Cooke, and motion carried by a 4-0 vote.

Ayes: R. Cooke, T. Fureh, M. Galasso, and T. Kirkland

Legal and Audit: Revised Standard Service Agreement has been given to add to the monthly minutes. A motion was made by T. Fureh and seconded by T. Kirkland to amend the agreement and raise the Director's salary to \$2,000.

Ayes: T. Fureh, T. Kirkland, R. Cooke, M. Galasso

Chief's Report: See Attached

For Public Use, and Public Testimony: Ayes: T. Fureh, T. Kirkland, R. Cooke, M. Galasso

For Helmets and Helmet Placards: Treasurer and Chairman will discuss this further to come up with numbers as this may exceed budget.

For SCBA Masks to be paid from equipment budget: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

To purchase traffic cones for first due apparatus: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

To proceed with Chief's Training: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

Training DVD: Ayes: T. Kirkland, P. Cooke, M. Galasso Nays: T. Frueh

For Training Mat for prop: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

For Hearing Protection: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

Department Engineer's Report: See Attached

President's Report: New Shed quotes are coming. May 20, 2012 is the blood drive. All are urged to attend.

LOSAP: No Report

Fire Bureau: Purchased new computers. Inspections are going along. Uniforms have been purchased. Bank accounts are also being worked out.

Correspondence: N/A

Insurance: 12-74's accident has been reported. Chris Wolf has been cleared by the worker's comp doctor for duty.

Old Business: Website: P. Hall is in the process of setting up the website. He will sit with M. Galasso to finalize. Purchasing Policies: We still need to get together to come up with a firm policy. 16 five gallon buckets of training foam have been ordered and 20 five gallon buckets of Class A foam have been ordered. Brunswick Bank is looking to post up a picture of 12-74.

New Business: None

Public Open Portion: Road construction will begin shortly by Mt. Vernon Rd and High Bridge Rd. Lisa Riccobene's mother has passed away, sending basket. Jill Holowach was involved in a car accident, sending basket.

Meeting Adjournment: at 08:59 P.M. after a motion by T. Frueh and seconded by P. Cooke and approved by a roll call vote.

For Helmets and Helmet Patches: The cost and how many will increase this further to come up with numbers as this may exceed budget.

For SCBA Masks to be paid from equipment budget: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

To purchase traffic cones for first due apparatus: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

To proceed with Chief's Training: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

Training DVD: Avest, T. Kirkland, P. Cooke, M. Galasso, Nave, T. Frueh

For Training Mat for prop: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

For Hearing Protection: T. Frueh, T. Kirkland, P. Cooke, M. Galasso

Department Engineer's Report: See Attached

President's Report: New shed quotes are coming. May 20, 2012 is the plan date. All are urged to attend.

FOIAP: No Report

Fire Bureau: Purchased new computers, inspections are being along. Uniforms have been purchased. Bank accounts are also being worked out.

Correspondence: N/A

Instances: 1774's accident has been reported. Chris Vail has been cleared by the medical exam doctor for duty.

Old Business: Webster, P. Hall is in the process of setting up the website. He will sit with Galasso to find the purchasing policies. We still need to get together to come up with a form policy. 16 two gallon buckets of training foam has been ordered and 20 five gallon buckets of foam. A team have been ordered. Brunswick Bar is looking to put up a date of 12-24.

New Business: None

Public Open Portion: Road construction will begin shortly by Mt. Vernon Rd and up Bridge St. 1259. Rector's mother has passed away. Ending basket. Jill Holowach was involved in a car accident. Ending basket.

Meeting Adjournment: at 08:29 P.M. after a motion by T. Frueh and seconded by P. Cooke and approved by a roll call vote.

Certified at the June 7, 2012 meeting _____

4/5/12

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 ENGLISHTOWN BOROUGH APPOINTING
PASQUALE P. DIBENEDETTO DISTRICT ENGINEER**

WHEREAS; The Board of Fire Commissioners is authorized by statute to appoint and employ such staff and personnel as it deems necessary for the orderly conduct of fire district business; and

WHEREAS; The Board owns and operates various apparatus and equipment which are complicated and require maintenance and care which must be provided by trained and duly qualified personnel; and

WHEREAS; It is the considered opinion of the Board that appointment of a qualified engineer is necessary, desirable and in the public interest;

WHEREAS; Funds adequate to pay the compensation established hereby for the position of Fire District Engineer have been appropriated in the current budget.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Fire Commissioners of Fire District No.1 Englishtown that Pasquale P. Dibenedetto is appointed to serve as District Engineer for the year 2012 at an annual compensation of \$2,000.00.

BE IT FURTHER RESOLVED that a certified true copy of this resolution be forwarded to the above identified individual by the Clerk of the Board.

Moved by:

Seconded by:

Roll Call Vote:

Ayes:

Nays:

Absent:

Abstain:

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners Fire District No.1 Englishtown Borough on the _____ day of _____, 2012.

_____, Clerk

7:51 PM

05/03/12

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of May 31, 2012

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							*****
Check	5/3/2012	4403	approved Fire Protection	Trucks		187.50	*****
Check	5/3/2012	4404	Asbury Park Press	Advertising		63.00	*****
Check	5/3/2012	4405	Avaya	Utilities		198.21	*****
Check	5/3/2012	4406	Emergency equipment sales	-SPLIT-		24,421.52	95,320.08
Check	5/3/2012	4407	Boro of Englishtown	Utilities		169.00	95,151.08
Check	5/3/2012	4408	Englishtown Fire Department	Contract - Volunteer Fir...		1,833.33	93,317.75
Check	5/3/2012	4409	Jersey Central Power & Light	Utilities		531.40	92,786.35
Check	5/3/2012	4410	Jersey Central Power & Light	Utilities		22.18	92,764.17
Check	5/3/2012	4411	Manalapan - Englishtown Board of ...	Fuel		698.69	92,065.48
Check	5/3/2012	4412	NetLink	Other Professional		199.00	91,866.48
Check	5/3/2012	4413	N.J. Casuality ins.	Insurance Premiums		1,667.00	90,199.48
Check	5/3/2012	4414	NJ Natural Gas	Utilities		274.13	89,925.35
Check	5/3/2012	4415	Staples	Office Supplies		212.97	89,712.38
Check	5/3/2012	4416	Verizon	Utilities		722.28	88,990.10
Check	5/3/2012	4417	Verizon	Utilities		186.15	88,803.95
Check	5/3/2012	4418	Jersey Coast Fire & First aid Supply	Trucks		447.35	88,356.60
Check	5/3/2012	4419	Englishtown Automotive	Trucks		34.95	88,321.65
Check	5/3/2012	4420	IAAI	UFSA Other Expenses		75.00	88,246.65
Check	5/3/2012	4421	verizon Cell	Utilities		276.41	87,970.24
Check	5/3/2012	4422	N.J.S.A.of Fire Dist.	Dues and Subscriptions		300.00	87,670.24
Check	5/3/2012	4423	McNeil & Company	Insurance Premiums		4,253.00	83,417.24
Check	5/3/2012	4424	c d w government inc.	2011 Expenses		454.52	82,962.72
Total Brunswick Bank Checking					0.00	37,227.59	82,962.72
TOTAL					0.00	37,227.59	82,962.72

1:11 PM
 05/03/12
 Accrual Basis

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

	Jan - May 12	Budget	\$ Over Budget
Income			
Fire District Taxes	0.00	408,596.00	-408,596.00
Interest on Investments	364.57	0.00	364.57
Miscellaneous			
Tower	2,236.20	0.00	2,236.20
Miscellaneous - Other	121.82	0.00	121.82
Total Miscellaneous	2,358.02	0.00	2,358.02
Uniform Fire Safety Act	0.00	6,400.00	-6,400.00
Supplemental Fire Services	0.00	414.00	-414.00
Total Income	2,722.59	415,410.00	-412,687.41
Expense			
Employee Benefits	0.00	2,300.00	-2,300.00
Advertising	209.00	700.00	-491.00
Contract - Volunteer Fire Co	9,166.65	22,000.00	-12,833.35
Dues and Subscriptions	555.00	1,500.00	-945.00
Elections	880.50	1,500.00	-619.50
Fire Fighting Equipment	1,615.27	20,000.00	-18,384.73
Fuel	2,035.00	15,600.00	-13,565.00
Insurance Premiums	25,183.50	52,000.00	-26,816.50
Maintenance and Repairs			
Building	3,270.38	10,000.00	-6,729.62
Trucks	6,957.99	43,000.00	-36,042.01
Maintenance and Repairs - Other	60.00		
Total Maintenance and Repairs	10,288.37	53,000.00	-42,711.63
Office Supplies	2,519.49	4,000.00	-1,480.51
Paid Positions	0.00	19,650.00	-19,650.00
Personal Protective Equipment	489.60	12,000.00	-11,510.40
Professional Services			
Audit and Accounting	3,500.00		
Other Professional	398.00	30,000.00	-29,602.00
Total Professional Services	3,898.00	30,000.00	-26,102.00
Promotion	0.00	1,000.00	-1,000.00
Training	984.43	20,000.00	-19,015.57
Utilities	11,360.16	38,000.00	-26,639.84
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	75.00	2,250.00	-2,175.00
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

1:11 PM
05/03/12
Accrual Basis

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

	<u>Jan - May 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Fire Co. Loan Interest	800.00	1,600.00	-800.00
2011 Expenses	34,483.06		
Total Expense	<u>192,955.74</u>	<u>534,288.00</u>	<u>-341,332.26</u>
Net Income	<u>-190,233.15</u>	<u>-118,878.00</u>	<u>-71,355.15</u>

4/5/12

**RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO.1 ENGLISHTOWN BOROUGH APPOINTING
PASQUALE P. DIBENEDETTO DISTRICT ENGINEER**

WHEREAS; The Board of Fire Commissioners is authorized by statute to appoint and employ such staff and personnel as it deems necessary for the orderly conduct of fire district business; and

WHEREAS; Funds adequate to pay the compensation established hereby for the various positions established hereby have been appropriated in the current or previously approved budgets of the fire district.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the following identified individuals be, and the same are hereby appointed to the following positions within the fire district for the year 2012:

NAME	POSITION	ANNUAL SALARY
Pasquale P. Dibenedetto	Engineer	\$ 1,500.00

BE IT FURTHER RESOLVED that a certified true copy of this resolution be forwarded to the above identified individual by the Clerk of the Board.

Moved by:

Seconded by:

Roll Call Vote:

Ayes:

Nays:

Absent:

Abstain:

Certified to be a true copy of a Resolution adopted by the Board of Fire Commissioners Fire District No.1 Englishtown Borough on the _____ day of _____, 2012.

_____, Clerk