

Board of Fire Commissioners

District #5

PO Box 527

Howell, NJ 07731

1-9-24

The regular meeting of the Board of Fire Commissioners, District #5 was called to order at 20:00 at the Freewood Acres Fire Company. 17 East 5th Street, Howell, NJ 07731 by Chairman K Harper in compliance with the open public meeting act of the state of New Jersey. Adequate notice of this meeting provided to the Asbury Park Press, Tri-town News, and the Township of Howell. The yearly meeting schedule published in the Asbury Park Press, Tri-town News and posted in town hall.

Roll call taken with the following present; R Donahue, J Harper, K Harper, S Koubek, K Mannik

The minutes from the previous meeting were distributed and read. Motion by S Koubek to accept minutes as written, Seconded by K Mannik. Motion carried.

Correspondence received from Sendzik Esq. and M Bart accountant concerning public hearing to adopt the 2024 budget.

Chief Lazarra reported everything up and running. Small leaf at the turn table on 19-5-91. ESI to come and demo the E-tools. Requesting 3 people to attend Rit-team training at the cost of \$1025.00. 19-5-68 to go out for stripping after the repairs. New flashlights in.

Old business Received paperwork to sign from Rosenbauer for the new tanker. Discussion held weather or not to go out and look at chassis. Not cost effective at this time. Received bill from Bulldog for them hooking up computer to 19-5-91. Bill never authorized.

New business Motion by S Koubek to pay the bills, Seconded by K Mannik. Motion carried.

Open the meeting to the public to adopt the 2024 budget. With no discussion from the public, A roll call vote taken to adopt resolution. 5 yes votes. 0 nyes, no abstainments,

R Donahue brought up resolution received from Sendzik esq. to adopt resolution to extend the yearly lease with the Freewood Acres Fire Company. Roll call taken with 5 yes, 0 nyes, 0 abstain ions.

Financial report given by J Harper

Opening balance \$1,215,642.10

Expenditures \$258,463.09

Deposits	\$0
Ending operations	\$49,324,79
Ending Truck	\$907,854.30
Total	\$957,179.09

Motion by S Koubek to accept the report as read. Seconded by K Mannik. Motion carried.

With no further business before the board, A motion by K Harper to adjourn. Seconded by J Harper. Motion carried.

Meeting adjourned at 21:47.

Respectfully submitted,
Robert M Donahue
Clerk

2024 ADOPTED BUDGET RESOLUTION

Howell Township FD No. 5

FISCAL YEAR: January 1, 2024 to December 31, 2024

WHEREAS, the Annual Budget for the Howell Township FD No. 5 (the 'Fire District') for the fiscal year beginning January 1, 2024 and ending December 31, 2024 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 9, 2024; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,241,080.00 which includes amount to be raised by taxation of \$882,577.00, and Total Appropriations of \$1,241,080.00; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 9, 2024 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2024 and ending December 31, 2024 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,241,080.00, which includes amount to be raised by taxation of \$882,577.00, and Total Appropriations of \$1,241,080.00; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

lpnsbigbear@aol.com  1/9/2024
(Secretary's Signature) (Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
K. HARPER	X			
J. HARPER	X			
R. DONAHUE	X			
K MANNIK	X			
S. KOUBEK	X			

NOTICE OF ELECTION
HOWELL TOWNSHIP
MONMOUTH COUNTY

NOTICE IS HEREBY GIVEN THAT THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO. 5, TOWNSHIP OF HOWELL, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, SHALL HOLD ITS ANNUAL ELECTION ON FEBRUARY 17, 2024, BETWEEN THE HOURS OF 2:00 P.M. AND 9:00 P.M., OR LONGER IF NECESSARY, AT WHICH TIME THE FOLLOWING PROPOSITIONS ARE TO BE SUBMITTED TO THE LEGAL VOTERS OF FIRE DISTRICT NO. 5:

- 1) TO VOTE UPON TWO (2) COMMISSIONERS, EACH FOR A THREE (3) YEAR TERM, FOR THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO. 5; AND
- 2) TO VOTE UPON THE FOLLOWING BUDGET FOR 2024.

BUDGET 2024

A. OPERATING APPROPRIATIONS

(1) CURRENT OPERATING EXPENSES

Commissioner's Compensation.....	50,000.00
Professional Fees.....	20,000.00
Office and Postage.....	1,500.00
Elections.....	800.00
Advertising.....	1,000.00
Membership/Dues.....	500.00
Administrative Contingent Expenses.....	21,500.00
Insurance.....	99,260.00
Rental Charges.....	65,000.00
Fire Hydrant Rentals.....	126,000.00
Maintenance & Repair.....	105,000.00
Uniforms & Equipment.....	30,000.00
Fuel.....	26,000.00
Utilities & Related Services.....	23,000.00
Training & Education.....	58,150.00
Other Operating Materials.....	5,000.00
Bureau Expense.....	5,000.00
SFSG Expenses.....	3,570.00
Length of Service Award Program.....	78,000.00
TOTAL CURRENT OPERATING EXPENSES.....	719,280.00

B. CAPITAL AND DEBT SERVICE APPROPRIATIONS

Capital Improvements.....	450,000.00
Debt Service.....	71,800.00
TOTAL CAPITAL AND DEBT SERVICE APPROPRIATIONS.....	521,800.00

C. TOTAL APPROPRIATIONS..... 1,241,080.00

D. LESS MISCELLANEOUS REVENUES & FUND BALANCES UTILIZED..... 358,503.00

E. AMOUNT TO BE RAISED BY TAXATION.....\$ 882,577.00

SAID VOTING SHALL TAKE PLACE AT FREEWOOD ACRES FIREHOUSE, 17 EAST FIFTH STREET, HOWELL, NEW JERSEY. FIRE DISTRICT NO. 5 IS COMPRISED OF ELECTION DISTRICTS 5, 11, 30 and 31.

JAMES K. HARPER, ACTING CLERK
BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 5
TOWNSHIP OF HOWELL

Resolution No. 2023-

RESOLUTION INTRODUCING AND APPROVING 2024 BUDGET
PURSUANT TO N.J.S.A. 40A:14-78.2 AND 78.3

WHEREAS, the annual budget for the Board of Fire Commissioners of Fire District No. 5, Township of Howell, County of Monmouth, State of New Jersey, for the fiscal year beginning January 1, 2024, and ending December 31, 2024, has been presented for introduction and approval before the Board of Fire Commissioners of Fire District No. 5, Township of Howell, at its statutorily noticed public meeting on December 12, 2023; and

WHEREAS, the proposed budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the annual budget as presented for introduction and approval reflects Total Revenues of \$1,241,080.00 which includes the amount to be raised by taxation of \$882,577.00 and Total Appropriations of \$1,241,080.00; and

WHEREAS, the annual election shall be held on February 17, 2024, for the fiscal year beginning January 1, 2024, and ending December 31, 2024, to determine the amount of money to be raised by taxation for the ensuing year; and

WHEREAS, the amount to be raised by taxation to support the District budget shall be the amount to be certified to the tax assessor of the municipality to be assessed against the taxable property in the District if affirmatively adopted by a majority of the electorate voting at the election on February 17, 2024, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount of surplus utilized and miscellaneous revenues set forth in the proposed budget; and

WHEREAS, in calculating the amount to be raised by taxation, Fire District No. 5 has taken into account the assessed valuation of taxable property in Fire District No. 5 as certified by the Tax Assessor and Tax Collector of the Township of Howell pursuant to N.J.S.A. 40:4-45.44, et seq.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Fire Commissioners of Fire District No. 5, Township of Howell, County of Monmouth, State of New Jersey, at a statutorily noticed public meeting held on December 12, 2023, that the annual budget of the Board of Fire Commissioners of Fire District No. 5 for the fiscal year beginning January 1, 2024, and ending December 31, 2024, is hereby introduced and approved and shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,241,080.00 which includes the amount to be raised by taxation of \$882,577.00 and Total Appropriations of \$1,241,080.00; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the annual budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Fire District No. 5's outstanding debt obligations, capital lease arrangements, service contracts and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board Clerk be authorized to forward the introduced and approved 2024 Fire District Budget to the Division of Local Government Services, Local Finance Board, along with supporting documents; and

BE IT FURTHER RESOLVED, that the Board of Fire Commissioners of Fire District No. 5 will consider the annual proposed budget for adoption on 9 Jan 24 at a meeting being held at 8:00 p.m. at Freewood Acres Firehouse, 17 East Fifth Street, Howell, New Jersey, after a statutorily noticed public hearing is held at said date, time and place; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the District Auditor, Michael R. Bart, C.P.A., of the firm of Bart & Bart, 104 Main Street, #2, Woodbridge, New Jersey 07095; and

BE IT FURTHER RESOLVED, that the within Resolution shall be effective immediately upon passage; and

BE IT FURTHER RESOLVED, that any resolution or part of a resolution inconsistent herewith is hereby repealed or otherwise revoked; and

BE IT FURTHER RESOLVED, that if any section, paragraph, sentence, clause or phrase in this Resolution is for any reason held or determined to be unconstitutional or invalid, same shall not affect the remainder of this Resolution; and

BE IT FURTHER RESOLVED, that notwithstanding anything set forth herein to the contrary, the Board shall be permitted to amend, modify, repeal or otherwise act as to those topics which are the subject of this Resolution provided said acts are consistent with public policy, Board bylaws, township ordinances, local, state and federal laws and rules and regulations promulgated thereunder; and

BE IT FURTHER RESOLVED, that an original signed, conformed and compared copy of this Resolution be accessible and maintained as an official Board record pursuant to and in accordance with the "Open Public Records Act"; N.J.S.A. 47:1A-1, et seq. and the "Destruction of Public Records Law (1953)"; N.J.S.A. 47:3-8.1, et seq. as set forth by the State of New Jersey Municipal Agency Record Retention Schedule promulgated by the Division of Archives and Record Management.


CERTIFICATION

I, ROBERT M. DONAHUE, SR., Clerk of the Board of Fire Commissioners of Fire District No. 5, Township of Howell, County of Monmouth, State of New Jersey, do hereby certify that the foregoing is a true conformed and compared copy of an original Resolution now on file and of record in the District office which was duly adopted at a public meeting held on the 12th day of December, 2023.

I do further certify that the said Board of Fire Commissioners of Fire District No. 5, Township of Howell, County of Monmouth, State of New Jersey, is composed of - 5 - members, and that 5 - members were present and - 5 - members voted affirmatively for the adoption of the Resolution and - 0 - members voted against the adoption of the Resolution.

The undersigned further certifies that the above Resolution has not been repealed or amended and remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Board of Fire Commissioners of Fire District No. 5, Township of Howell, County of Monmouth, State of New Jersey, on this 12th day of December, 2023.



ROBERT M. DONAHUE, SR., CLERK
Board of Fire Commissioners
Fire District No. 5
Township of Howell