

# 2024 FIRE DISTRICT BUDGET RESOLUTION

## Howell Township FD No. 5

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

WHEREAS, the Annual Budget for Howell Township FD No. 5 (the 'Fire District') for the fiscal year beginning January 1, 2024 and ending December 31, 2024 has been presented before the Board of Commissioners of the Fire District at its open public meeting of December 12, 2023; and

WHEREAS, the budget as introduced 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 introduced reflects Total Revenues of \$1,241,080.00 which includes an amount to be raised by taxation of \$882,577.00 and Total Appropriations of \$1,241,080.00; and

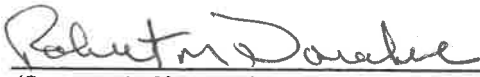
WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on December 12, 2023 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2024 and ending December 31, 2024 is hereby approved; 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 Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 9, 2024.



(Secretary's Signature)

12-12-23

(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			

## Budget Summary

### Howell Township FD No. 5 Monmouth

	<i>2024 Proposed Budget</i>	<i>2023 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
<b>REVENUES AND FUND BALANCE UTILIZED</b>				
Total Fund Balance Utilized	354,933.00	121,933.00	233,000.00	191.1%
Total Miscellaneous Anticipated Revenues	-	-	-	0.0%
Total Sale of Assets	-	-	-	0.0%
Total Interest on Investments & Deposits	-	-	-	0.0%
Total Other Revenue	-	-	-	0.0%
Total Operating Grant Revenue	3,570.00	3,570.00	-	0.0%
Total Revenues Offset with Appropriations	-	-	-	0.0%
Total Revenues and Fund Balance Utilized	358,503.00	125,503.00	233,000.00	185.7%
Amount to be Raised by Taxation to Support Budget	882,577.00	862,577.00	20,000.00	2.3%
Total Anticipated Revenues	1,241,080.00	988,080.00	253,000.00	25.6%
<b>APPROPRIATIONS</b>				
Total Administration	73,800.00	73,800.00	-	0.0%
Total Cost of Operations & Maintenance	567,480.00	567,480.00	-	0.0%
Total Appropriations Offset with Revenue (must equal Revenues Offset with Appropriations)	-	-	-	0.0%
Total Appropriated Duly Incorporated First Aid/Rescue Squad	-	-	-	0.0%
Total Deferred Charges	-	-	-	0.0%
Cash Deficit, Preceding Year (N.J.S.A. 40A:14-78.6)	-	-	-	0.0%
Length of Service Award Program (LOSAP) Contribution	78,000.00	78,000.00	-	0.0%
Total Capital Appropriations	450,000.00	195,000.00	255,000.00	130.8%
Total Principal Payments on Debt Service	50,000.00	50,000.00	-	0.0%
Total Interest Payments on Debt	21,800.00	23,800.00	(2,000.00)	-8.4%
Total Appropriations	1,241,080.00	988,080.00	253,000.00	25.6%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	-	-	-	0.0%

Resolution No. 2024-

RESOLUTION EXTENDING LEASE AGREEMENT BETWEEN THE BOARD OF FIRE COMMISSIONERS OF FIRE DISTRICT NO. 5, TOWNSHIP OF HOWELL, AND FREEWOOD ACRES FIRE COMPANY NO. 1

WHEREAS, the Board of Fire Commissioners of Fire District No. 5, Township of Howell, County of Monmouth, State of New Jersey, in order to fulfill its mandated charge of fire prevention, the extinguishment of fires and the regulation of fire hazards within the District, entered into a Lease Agreement with Freewood Acres Fire Company No. 1 for premises described as "Fire Station"; and

WHEREAS, the term of the Lease Agreement originally terminated on December 31, 2017; and

WHEREAS, the Lease Agreement provided an option for renewal under the same terms and conditions as set forth therein subject to negotiation of the rental amount and the parties thereto elected to extend the Lease Agreement through December 31, 2023; and

WHEREAS, the Board finds and determines that further extension of the Lease Agreement is in the best interest of the Township and the taxpayers.

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, that the subject Lease Agreement be extended retroactively to January 1, 2024, through December 31, 2024, under the same terms and conditions as the initial Lease Agreement; and

BE IT FURTHER RESOLVED, that the Board Chairman be authorized to execute any and all documents to effectuate the intent and purpose of the within Resolution and the Clerk attest thereto; 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 are 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 9<sup>th</sup> day of January, 2024.

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 -        - members were present and -        - members voted affirmatively for the adoption of the Resolution and -        - 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 9<sup>th</sup> day of January, 2024.



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

Resolution No. 2023-

RESOLUTION ESTABLISHING A TEMPORARY BUDGET PURSUANT TO  
N.J.S.A. 40A:14-78.17

WHEREAS, the Board of Fire Commissioners of Fire District No. 5, Township of Howell, County of Monmouth, State of New Jersey, has certain contracts, commitments or other payments that must be made prior to the adoption of the 2024 budget; and

WHEREAS, N.J.S.A. 40A:14-78.17 provides that a fire district may, by resolution, adopt prior to January 15, 2024, a temporary budget to make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget; and

WHEREAS, the total appropriations permitted to be made in the temporary budget shall not exceed 14% of the total of the preceding fiscal year excluding appropriations made for interest and debt redemption charges and capital improvements; and

WHEREAS, the Board finds it necessary to adopt a temporary budget for fiscal year 2024.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of Fire District No. 5, Township of Howell, County of Monmouth, State of New Jersey, that a temporary budget for 2024 be adopted in the amount of \$89,779.20; and

BE IT FURTHER RESOLVED, that the appropriations be designated to the following line items in the hereinafter set forth amounts:

SALARY AND WAGES COMMISSIONERS	\$ 7,000.00
PROFESSIONAL FEES	\$ 2,800.00
OFFICE & POSTAGE	\$ 210.00
ELECTIONS	\$ 112.00
ADVERTISING	\$ 140.00
MEMBERSHIP/DUES	\$ 70.00
CONTINGENT EXPENSES	\$ 3,010.00
INSURANCE	\$ 13,896.40
RENTAL CHARGES	\$ 9,100.00
FIRE HYDRANT RENTALS	\$ 17,640.00
MAINTENANCE & REPAIR	\$ 14,700.00
UNIFORMS & EQUIPMENT	\$ 4,200.00
FUEL	\$ 3,640.00
UTILITIES & RELATED SERVICES	\$ 3,220.00

TRAINING & EDUCATION	\$ 8,141.00
OTHER OPERATING MATERIALS	\$ 700.00
BUREAU EXPENSE	\$ 700.00
SFSG EXPENSES	\$ 499.80
TOTAL	\$ 89,779.20; and

BE IT FURTHER RESOLVED, that nothing contained herein shall relieve the Fire District from making appropriations for all interest and debt redemption charges maturing during the fiscal year 2024 at any time prior to the date of the adoption of the budget; 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, for the purpose of making the appropriate adjustments in the audit for the 2024 fiscal year; 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 12<sup>th</sup> 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 12<sup>th</sup> day of December, 2023.



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