

SPECIAL MEETING AGENDA-December 10, 2024

Special Meeting to be called to order by Commissioner K Harper at 1800 hours.
Commissioner K Harper to lead those assembled in the Pledge of Allegiance to the United States Flag.

Public Notice of this special meeting pursuant to the Open Public Meetings Act has been given by the Board of Fire Commissioners in the following manner:

1. Filed written notice with the Clerk of the Township of Howell on November 18, 2024
2. Published in the Asbury Park Press on November 22, 2024
3. Posting official notice in the following public places:
 - Township of Howell Municipal Building, 4567 Route 9 North, Howell, New Jersey
 - Stewart's Root Beer, 2999 US-9, Howell, New Jersey
 - The Howell Corner Store, 2989 US-9, Howell, New Jersey
 - Lino's Pizza, 2969 Route 9 North, Howell, New Jersey
 - Pantry One Food Mart, 502 Aldrich Road, Howell, New Jersey
4. Filed written notice with the members of this body.

Roll Call – Commissioner Robert M. Donahue, Sr. ✓, Commissioner J. Harper ✓,
Commissioner Kenneth Harper ✓, Commissioner S. Koubek ✓, Commissioner K.
Mannik ✓, Kate Sendzik Haines, Solicitor .

New Business – Open the polls for special meeting to be held between the hours of 6:00 p.m. and 9:00 p.m., or longer if necessary, to determine whether the Board of Fire Commissioners of Fire District No. 5, Township of Howell, County of Monmouth, State of New Jersey, shall raise funds for a utility vehicle in an amount not to exceed one hundred thirty-five thousand dollars (\$135,000.00), turnout gear in an amount not to exceed fifty thousand dollars (\$50,000.00), eDRAULIC tools in an amount not to exceed sixty thousand dollars (\$60,000.00), a complete airbag setup for apparatus in an amount not to exceed fifty thousand dollars (\$50,000.00), training facility modification upgrades in an amount not to exceed thirty thousand dollars (\$30,000.00), hose replacement in an amount not to exceed one thousand two hundred dollars (\$1,200.00), automated external defibrillators in an amount not to exceed ten thousand dollars (\$10,000.00) and Zello emergency dispatch software in an amount not to exceed six thousand dollars (\$6,000.00) and, at said meeting, the legal voters shall determine, by secret and private ballot, the amounts to be raised for the above projects pursuant to N.J.S.A. 40A:14-84. The amounts determined to be raised shall be included in the next annual budget of the Fire District under the section for capital appropriations.

Election results.

Motion made by Commissioner K Harper, and seconded by Commissioner K Mannik, that a Resolution Authorizing Capital Projects (utility vehicle - \$135,000.00, turnout gear - \$50,000.00, eDRAULIC tools - \$60,000.00, complete airbag setup for apparatus - \$50,000.00, training facility modification upgrades - \$30,000.00, hose replacement - \$1,200.00, automated external defibrillators - \$10,000.00 and Zello emergency dispatch software - \$6,000.00) be adopted. Roll Call: Commissioner Donahue YES, Commissioner J. Harper YES, Commissioner K. Harper YES, Commissioner Koubek YES, Commissioner Mannik YES.

2025 FIRE DISTRICT BUDGET RESOLUTION

Howell Township FD No. 5

FISCAL YEAR: January 1, 2025 to December 31, 2025

WHEREAS, the Annual Budget for Howell Township FD No. 5 (the 'Fire District') for the fiscal year beginning January 1, 2025 and ending December 31, 2025 has been presented before the Board of Commissioners of the Fire District at its open public meeting of January 7, 2025; 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 \$1,343,775.00 which includes an amount to be raised by taxation of \$1,031,428.00 and Total Appropriations of \$1,343,775.00; 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 January 7, 2025 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2025 and ending December 31, 2025 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 .


(Secretary's Signature)


(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Harper J	YES			
Mannik	YES			
Donahue	YES			
Harper K	YES			
Koubek	YES			

Resolution No. 2024-

RESOLUTION AUTHORIZING CAPITAL PROJECTS PURSUANT TO N.J.S.A. 40A:14-84

WHEREAS, the Board of Fire Commissioners of Fire District No. 5, Township of Howell, County of Monmouth, State of New Jersey (hereinafter referred to as the "Board"), finds it necessary, in order to fulfill its mandated charge of fire prevention and fire protection within the District, to undertake certain capital projects, namely, a utility vehicle, turnout gear, eDRAULIC tools, a complete airbag setup for apparatus, training facility modification upgrades, hose replacement, automated external defibrillators and Zello emergency dispatch software ; and

WHEREAS, prior to inclusion of any capital project(s) in the Board's annual budget, N.J.S.A. 40A:14-84 and the Department of Community Affairs, Division of Local Government Services, mandate that such project(s) must be approved by the legal voters within the District; and

WHEREAS, N.J.S.A. 40A:14-84 permits a Board to obtain authorization from the legal voters for said capital project(s) and the amount of money to be raised for same by posting and publishing notice of a special meeting called for the purpose thereof; and

WHEREAS, pursuant to said statute, the date, time, place and object of the special meeting were posted at five (5) public places within the District (See Schedule A attached) and published in the Asbury Park Press on November 22, 2024, both at least ten (10) days prior to said special meeting; and

WHEREAS, a special meeting was held on December 10, 2024, between the hours of 6:00 p.m. and 9:00 p.m., wherein the above set forth capital project(s) and funding for same were discussed; and

WHEREAS, after discussion by the Board, the special meeting was open to the public for comment; and

WHEREAS, subsequent to same, it was announced that all legal voters within the District would vote on the capital project(s) and funding therefor; and

WHEREAS, - 26 - legal voters voted in the affirmative and - 0 - voted in the negative on the question of the abovementioned capital project entitled utility vehicle and the funding therefor (See Voting List Schedule B attached); and

WHEREAS, - 26 - legal voters voted in the affirmative and - 0 - voted in the negative on the question of the abovementioned capital project entitled turnout gear and the funding therefor (See Voting List Schedule B attached); and

WHEREAS, - 26 - legal voters voted in the affirmative and - 0 - voted in the negative on the question of the abovementioned capital project entitled eDRAULIC tools and the funding therefor (See Voting List Schedule B attached); and

WHEREAS, - 26 - legal voters voted in the affirmative and - 0 - voted in the negative on the question of the abovementioned capital project entitled a complete airbag setup for apparatus and the funding therefor (See Voting List Schedule B attached); and

WHEREAS, - 26 - legal voters voted in the affirmative and - 0 - voted in the negative on the question of the abovementioned capital project entitled training facility modification upgrades and the funding therefor (See Voting List Schedule B attached); and

WHEREAS, - 26 - legal voters voted in the affirmative and - 0 - voted in the negative on the question of the abovementioned capital project entitled hose replacement and the funding therefor (See Voting List Schedule B attached); and

WHEREAS, - 26 - legal voters voted in the affirmative and - 0 - voted in the negative on the question of the abovementioned capital project entitled automated external defibrillators and the funding therefor (See Voting List Schedule B attached); and

WHEREAS, - 26 - legal voters voted in the affirmative and - 0 - voted in the negative on the question of the abovementioned capital project entitled Zello emergency dispatch software and the funding therefor (See Voting List Schedule B attached).

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 it shall include in its 2025 annual budget for approval and adoption by the Department of Community Affairs, Division of Local Government Services, and the legal voters within the District at the annual election on February 15, 2025, the following capital projects in an amount not to exceed that which is set forth:

Utility Vehicle	\$135,000.00
Turnout Gear	\$ 50,000.00
eDRAULIC Tools	\$ 60,000.00
Complete Airbag Setup for Apparatus	\$ 50,000.00
Training Facility Modification Upgrades	\$ 30,000.00
Hose Replacement	\$ 1,200.00
Automated External Defibrillators	\$ 10,000.00
Zello Emergency Dispatch Software	\$ 6,000.00
TOTAL	\$342,200.00; and

BE IT FURTHER RESOLVED, that the acquisition and/or upgrades of said equipment, apparatus and facilities and sites be through the competitive public bidding and/or quotation process or through the Division of Purchase and Property in the Department of Treasury or other procedure established by law; 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; 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 use in the preparation of the 2023 annual and subsequent audits.

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 10th day of December, 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 - 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 10th day of December, 2024.


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