

General Instructions to Complete the Fire District Budget Workbook

- a) This workbook shall be used for completing the Fire District Introduced and Adopted Budgets.
- b) It is designed to automatically calculate amounts linked from various data entry points.
- c) The individual tabs containing formulas are locked to protect the formulas.
- d) Fill in only the gray and yellow highlighted sections of the worksheet.
- e) Begin by navigating to the "KEY INPUTS" tab.

- f) Select the Fire District by clicking on cell B2 and selecting from the dropdown menu. This will populate the entity name and county. Continue to complete each of the fields in order to populate standard information throughout the workbook. When copying information from another document, users must select "Paste Values" when pasting the information into this workbook.
- g) In all applicable signature lines, insert the email address of the applicable official.
- h) Once approved by the Board of Fire Commissioners, the completed Introduced Budget must be submitted to the Division via the FAST "Introduced Budget" record portal and it must be precisely named as: **<municode>_introbudget_20xx**. The list of municodes for Fire Districts can be found at: [1319-02 - introbudget - 2023](https://www.nj.gov/dea/divisions/dlgs/pdf/Fire%20District%20MuniCodes.pdf)
<https://www.nj.gov/dea/divisions/dlgs/pdf/Fire%20District%20MuniCodes.pdf>
- i) Once approved by the Board of Fire Commissioners, the completed Adopted Budget must be submitted to the Division via the FAST "Adopted Budget" record portal and it must be precisely named as: **<municode>_adoptbudget_20xx**. The list of municodes for Fire Districts can be found at:
<https://www.nj.gov/dea/divisions/dlgs/pdf/Fire%20District%20MuniCodes.pdf>

- k) Only the Designated Officials for the Fire District have access to the "Submit for Review" tab within the FAST portal.
- l) Please review the additional instructions "FAST System for Fire Districts: Introduction and User Guide" link below:
<https://www.nj.gov/dea/divisions/dlgs/pdf/FAST%20Fire%20Budget%20User%20Guide.pdf>

Year	2023	Board of Fire Commissioners:
Fire District	Howell Township FD No. 2	Chairperson
County	Monmouth	Robert Tice
Web Address	Howellfiredistrict2.com	Treasurer
Election Month	February	George D. Patten
		Frank E. Biddle, III
		Doug S. Howlett
		Kathleen Carter

Certification Sections		Expand Section Length
Preparer and Preparer - Other Assets Certification		
Preparer Name	Robert A. Hulsart, Jr. CPA	Vehicle List
Title	CPA	Standard
Address	2807 Hurley Pond Road, Wall, NJ 07719	Accumulated Absences
Phone	732-681-4990	Standard
Fax		Salary & Benefit Detail
Email	rah@monmouth.com	Standard
		Capital Budget Detail
		Standard

Approval Certification	
Officer's Name	Frank E. Biddle, III
Title	Clerk\Secretary
Address	PO Box 125 Adelphia, NJ 07710
Phone	732-904-2479
Fax	732-462-8401
Email	fbiddle3@verizon.net

Internet Certification	
Officer's Name	Frank E. Biddle, III
Title	Clerk\Secretary

Adoption Certification	
Officer's Name	Frank E. Biddle, III
Title	Clerk\Secretary
Address	PO Box 125 Adelphia, NJ 07710
Phone	732-904-2479
Fax	732-462-8401
Email	fbiddle3@verizon.net

2023

Howell Township FD No. 2

Fire District Budget

Howellfiredistrict2.com



NJ DEPARTMENT OF
Community Affairs

Division of Local Government Services

2023 FIRE DISTRICT BUDGET
Certification Section

2023

Howell Township FD No. 2

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2023 to December 31, 2023

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the approved Budget made a part hereof complies with the requirements of law and the rules and regulations of the Local Finance Board, and approval is given pursuant to N.J.S.A. 40A:5A-11.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

By: _____ Date: _____

2023 PREPARER'S CERTIFICATION

Howell Township FD No. 2

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2023 to December 31, 2023

It is hereby certified that the Fire District Budget, including the annual budget and all schedules attached thereto, represents the Board of Commissioners' resolve with respect to stature in that; all estimates of revenues, including the amount to be raised by taxation to support the district budget, are reasonable accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Fire District.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:	rah@monmouth.com
Name:	Robert A. Hulsart, Jr. CPA
Title:	CPA
Address:	2807 Hurley Pond Road, Wall, NJ 07719
Phone Number:	732-681-4990
Fax Number:	
E-mail Address:	rah@monmouth.com

2023 PREPARER'S CERTIFICATION OTHER ASSETS

Howell Township FD No. 2

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2023 to December 31, 2023

It is hereby certified that operating appropriations, as reported in this annual budget on Page F-3, for the acquisition of Other Assets not included as Capital Outlays are Non-Bondable Assets. The Board of Commissioners has determined that the aforementioned Other Asset appropriation(s) do not meet the criteria for bonding pursuant to the Local Bond Law (N.J.S.A. 40A:2-1 et seq.) and more specifically, as it pertains to the expected useful life of the asset, pursuant to N.J.S.A. 40A:2-21.

It is further certified that the Other Asset appropriation(s) as reported herein have been determined not to be Capital Assets pursuant to N.J.S.A. 40A:14-84 and 40A:14-85. Therefore, the election has been made to treat such Other Assets as Operating Appropriations: Current Operating Expenses, pursuant to N.J.S.A. 40A:14-78.6.

Preparer's Signature:	<u>rah@monmouth.com</u>
Name:	Robert A. Hulsart, Jr. CPA
Title:	CPA
Address:	2807 Hurley Pond Road, Wall, NJ 07719
Phone Number:	732-681-4990
Fax Number:	
E-mail Address:	<u>rah@monmouth.com</u>

FIRE DISTRICT INTERNET WEBSITE CERTIFICATION

Fire District's Web Address:	Howellfiredistrict2.com
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All fire districts shall maintain either an Internet website or a webpage on the municipality's Internet website. The purpose of the website or webpage shall be to provide increased public access to the Fire District's operations and activities. N.J.S.A. 40A:14-70.2 requires the following items to be included on the Fire District's website at a minimum for public disclosure. Check the boxes below to certify the Fire District's compliance with N.J.S.A. 40A:14-70.2.

- A description of the Fire District's mission and responsibilities
- Commencing with 2013, the budgets for the current fiscal year and immediately two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- The Fire District's rules, regulations and official policy statements deemed relevant by the commissioners to the interests of the residents within the district
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the commissioners, setting forth the time date, location and agenda of each meeting
- Beginning January 1, 2013, the approved minutes of each meeting of the commissioners including all resolutions of the commissioners and their committees; for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Fire District
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organizations which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Fire District, but shall not include volunteers receiving benefits under a Length of Service Award Program (LOSAP).

It is hereby certified by the below authorized representative of the Fire District that the Fire District's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:14-70.2 as listed above. A check in each of the above boxes signifies compliance.

Name of Officer Certifying Compliance: Frank E. Biddle, III
Title of Officer Certifying Compliance: Clerk\Secretary
Signature: fbiddle3@verizon.net

2023 APPROVAL CERTIFICATION

Howell Township FD No. 2

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2023 to December 31, 2023

It is hereby certified that the Fire District Budget, including all schedules appended hereto, are a true of the Annual Budget approved by resolution of the Board of Commissioners of the Fire District, at an open public meeting held pursuant to N.J.A.C. 5:31-2.4, on .

It is further certified that the recorded vote appearing in the resolution represents not less than a of the full membership of the Board of Commissioners thereof.

Officer's Signature:	fbiddle3@verizon.net
Name:	Frank E. Biddle, III
Title:	Clerk\Secretary
Address:	PO Box 125 Adelphia, NJ 07710
Phone Number:	732-904-2479
Fax Number:	732-462-8401
E-mail Address:	fbiddle3@verizon.net

2023 FIRE DISTRICT BUDGET RESOLUTION

Howell Township FD No. 2

FISCAL YEAR: January 1, 2023 to December 31, 2023

WHEREAS, the Annual Budget for Howell Township FD No. 2 (the 'Fire District') for the fiscal year beginning January 1, 2023 and ending December 31, 2023 has been presented before the Board of Commissioners of the Fire District at its open public meeting of November 7, 2022; 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 \$2,409,000.00 which includes an amount to be raised by taxation of \$1,279,000.00 and Total Appropriations of \$2,409,000.00; 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 November 7, 2022 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2023 and ending December 31, 2023 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 November 7, 2022.

fbiddle3@verizon.net
(Secretary's Signature)

11/7/2022
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Tice	X			
Biddle, III	X			
Patten	X			
Howlett	X			
Carter	X			

2023 ADOPTION CERTIFICATION

Howell Township FD No. 2

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2023 to December 31, 2023

It is hereby certified that the Fire District Budget annexed hereto is a true copy of the Budget adopted by the Board of Commissioners of the Fire District, pursuant to N.J.A.C. 5:31-2.4, on Decemebr 7, 2022.

Officer's Signature:	fbiddle3@verizon.net		
Name:	Frank E. Biddle, III		
Title:	Clerk\Secretary		
Address:	PO Box 125 Adelphia, NJ 07710		
Phone Number:	732-904-2479	Fax:	732-462-8401
E-mail address:	fbiddle3@verizon.net		

2023 ADOPTED BUDGET RESOLUTION

Howell Township FD No. 2

FISCAL YEAR: January 1, 2023 to December 31, 2023

WHEREAS, the Annual Budget for the Howell Township FD No. 2 (the 'Fire District') for the fiscal year beginning January 1, 2023 and ending December 31, 2023 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of December 5, 2022; 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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$2,409,000.00 which includes amount to be raised by taxation of \$1,279,000.00, and Total Appropriations of \$2,409,000.00; 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 December 5, 2022 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2023 and ending December 31, 2023 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$2,409,000.00, which includes amount to be raised by taxation of \$1,279,000.00, and Total Appropriations of \$2,409,000.00; 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.

(Secretary's Signature)

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent

2023 FIRE DISTRICT BUDGET
Narrative and Information Section

2023 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Howell Township FD No. 2

FISCAL YEAR: January 1, 2023 to December 31, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

1. When is the Fire District's annual election? (February and/or November)

February

If November, was the resolution submitted to the Division?

2. Complete a brief statement on the 2023 proposed Annual Budget and make comparison to the 2022 adopted budget.

The commissioners have carefully considered the 2023 budget for the Howell Township Fire District #2. The overall budget is up by \$504,300 due to utilizing additional monies from Capital Reserve and Surplus than in 2022 for radio equipment and dispatch services throughout the Township. The commissioners have noted that costs have gone up on many budget line items due to supply chain issues and general economic increases beyond the control of the district.

3. Explain any variances over +/-10% for each line item. Attach in FAST any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item.

Rental charges exceed 10% from \$60,000 to \$100,000 due to utilizing increased space at station #1 in both buildings. Hydrant rentals exceed 10% as New Jersey American Water Company has informed the district that costs per hydrant may increase by \$7.14 per hydrant. A letter indicating these potential increases have been uploaded with the budget document. Capital appropriations exceed the 10% as \$400,000 was appropriated in 2022 with \$800,000 being budgeted in 2023. The district is fully funding the radio and dispatch upgrades.

4. Complete a brief statement on the impact the proposed Annual Budget will have on the Amount to be Raised by Taxation, the use of the Restricted and Unrestricted Fund Balance(s) and how they are complying with the Property Tax Levy Cap.

If Unrestricted Fund Balance is reduced by more than 10%, explain the projected impact on the following year's budget.

The amount to be raised by taxation is up from \$1,100,000 to \$1,279,000, or \$179,000. Due to having to increase budget line items in several areas due to cost increase over which the district had limited control, an increase is necessary. It should be noted that the Board of Fire Commissioners of Howell Township Fire District #2 has maintained a stable tax rate for at least the last 15 years with no increases at all. An increase due to the economic conditions was unavoidable. However, the tax increase is still below what the district could have raised if it utilized the maximum allowable levy.

2023 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Howell Township FD No. 2

FISCAL YEAR: January 1, 2023 to December 31, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

5. Does the Fire District plan on exceeding the Levy Cap? If so, please provide a statement with the reasons for exceeding the Levy Cap and identify the appropriations that caused the Fire District to exceed the Levy Cap, and how they are being addressed by a referendum.

The district has not exceeded the cap levy . It is raising \$1,279,000.

6. If the Fire District plans to pass a Resolution for the Release of Restricted Fund Balance to be used in the 2023 proposed operating budget, explain the reason and purposes of the appropriation.

\$800,000 restricted fund balance utilized in 2023 for new radio equipment and disptch services upgrades throughout the Township.

7. Complete a brief statement on the Annual Budget's proposed capital appropriations including debt service for the proposed budget year and for future years.

There district has made a \$800,000 capital appropriation in 2023. They are appropriating \$300,000 to future capital reserve for anticipated future capital needs. These are fully funded and no debt service is required.

8. If the proposed Annual Budget contains an amount for a Cash Deficit of the Preceding Year pursuant to N.J.S.A. 40A:14- 78.6, then explain the reasons for the occurrence of the deficit.

NA

2023 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Howell Township FD No. 2

FISCAL YEAR: January 1, 2023 to December 31, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

9. Does the Annual Budget appropriate such sums as it may deem necessary for the purchase of first aid, ambulance, rescue, or other emergency vehicles, equipment, supplies and materials for use by a duly incorporated association, pursuant N.J.S.A. 40A:14-85.1? If so, provide the organization's incorporated name and amounts.

No

10. Complete the following based on the municipal assessor's latest information pursuant to N.J.S.A. 54:4-35:

Total Assessed Valuation of District	\$	2,955,958,800.00
Proposed Tax Rate per \$100 of Assessed Valuation	\$	0.0380

11. Is the Fire District providing for a first-year funding appropriation to establish a length of service award program (LOSAP) in this year's budget subject to public referendum thereof?

No	x	Yes		If yes, how much is appropriated?	
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If the public question is defeated, is the Board of Commissioners aware that the budget must be amended to delete the LOSAP appropriation amount and that the Amount to be Raised by Taxation to Support the Budget must be reduced by a like amount?

No		Yes	
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FIRE DISTRICT CONTACT INFORMATION

2023

Please complete the following information regarding this Fire District. All information requested below must be completed.

Name of Fire District:	Howell Township FD No. 2		
<i>Address:</i>	PO Box 125		
<i>City, State, Zip:</i>	Adelphia	NJ	07710
<i>Phone: (ext.)</i>	732-462-8619	<i>Fax:</i>	732-462-8401
<i>Fire District E-mail:</i>	fbiddle3@verizon.net		

Preparer's Name:	Robert A. Hulsart, Jr. CPA		
<i>Preparer's Address:</i>	2807 Hurley Pond Road		
<i>City, State, Zip:</i>	Wall	NJ	07719
<i>Phone: (ext.)</i>	732-681-4990	<i>Fax:</i>	
<i>E-mail:</i>	rah@monmouth.com		

Chairperson:	Robert Tice		
<i>Phone: (ext.)</i>	732-462-8619	<i>Fax:</i>	732-462-8401
<i>E-mail:</i>	commissionerdist2tice@aol.com		

Secretary:	Frank E. Biddle, III		
<i>Phone: (ext.)</i>	732-904-2479	<i>Fax:</i>	732-462-8401
<i>E-mail:</i>	fbiddle3@verizon.net		

Treasurer:	George D. Patten		
<i>Phone: (ext.)</i>	848-207-1693	<i>Fax:</i>	732-462-8401
<i>E-mail:</i>	georgepatten2@verizon.net		

Name of Auditor:	Robert A. Hulsart, Jr. CPA		
<i>Name of Firm:</i>	Robert A. Hulsart and Company		
<i>Address:</i>	2807 Hurley Pond Road		
<i>City, State, Zip:</i>	Wall	NJ	07719
<i>Phone: (ext.)</i>	732-681-4990	<i>Fax:</i>	
<i>E-mail:</i>	rah@monmouth.com		

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

Howell Township FD No. 2

FISCAL YEAR: January 1, 2023 to December 31, 2023

Answer all questions below completely.

- 1) Provide the number of regular voting members of the governing body:

5

- 2) Provide the number of alternate voting members of the governing body:

0

- 3) Does the fire district have any amounts receivable from current or former commissioners, officers, or employees?

No

If "yes," provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the fire district.

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- 4) Was the fire district a party to a business transaction with one of the following parties:

- a. A current or former commissioner, officer, or employee?

No

- b. A family member of a current or former commissioner, officer, or employee?

No

- c. An entity of which a current or former commissioner, officer, or employee (or family member thereof) was an officer or direct or indirect owner?

No

If the answer to any of the above is "yes," provide a description of the transaction, including the name of the commissioner, officer, or employee (or family member thereof) of the fire district; the name of the entity and relationship to the individual or family member; the amount paid, and whether the transaction was subject to a competitive bid process.

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- 5) Did the fire district provide any of the following to or for a commissioner, officer, or any other employee of the Fire District:

- a. First class or charter travel

No

- b. Travel for companions

No

- c. Tax indemnification and gross-up payments

No

- d. Discretionary spending account

No

- e. Housing allowance or residence for personal use

No

- f. Payments for business use of personal residence

No

- g. Vehicle/auto allowance or vehicle for personal use

No

- h. Health or social club dues or initiation fees

No

- i. Personal services (i.e.: maid, chauffeur, chef)

No

If the answer to any of the above is "yes," provide a description of the transaction including the name and position of the individual and the amount expended.

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FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Howell Township FD No. 2

FISCAL YEAR: January 1, 2023 to December 31, 2023

6) Use the "**Vehicle List**" tabs to list of the fire district's vehicles including make, model, and year, and indicate to whom the vehicles are assigned and their positions. If a vehicle is not assigned to a specific individual and is available to all authorized district personnel, indicate "motor pool." Do not attach the list as a separate document.

7) Did the fire district make any payments to current or former commissioners or employees for severance or termination? No

If "yes", provide an explanation including amount paid.

8) Did the Fire District make any payments to current or former commissioners or employees that were contingent upon the performance of the Fire District or that were considered discretionary bonuses? No

If "yes", provide an explanation including amount paid.

9) Does the Fire District contract with another entity (i.e.: volunteer fire company, neighboring municipality, etc.) to provide fire protection or EMS services within the Fire District? Yes

10) If the answer to #9 above is "yes," did the Fire District execute a written agreement with the entity that details the services that the entity will provide and the amount to be paid by the Fire District to the entity for the services provided? Yes

If "yes," attach in FAST a copy of the agreement. If "no," provide a description of the arrangement for services with the entity including the services provided and the basis for the amount paid by the Fire District to the entity. Also explain why the Fire District does not have a formal written agreement with the entity.

11) Does the fire District have a Length of Services Award Program (LOSAP) plan? Yes

If "yes," indicate:

a) *the year it was implemented*

b) *the total number of volunteer members presently eligible to participate*

c) *the total number of volunteer members presently vested*

d) *whether the annual contribution for each vested member is fixed or based on an automatic increase*

e) *the total LOSAP budgeted for the current year*

f) *the Fire District's LOSAP Plan Contractor*

g) *whether the Plan Contractor has submitted its annual financial statement to the Director of the Division of Local Government Services pursuant to N.J.A.C. 5:30-14.49.*

1999
52
38
Fixed
\$ 105,000.00
Valic

Yes

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Howell Township FD No. 2

FISCAL YEAR: January 1, 2023 to December 31, 2023

12) If the district's Board of Fire Commissioners authorizes its elected commissioners to receive any type of compensation for serving on the Board, did the district submit a copy of the compensation resolution to the municipal governing body for review and approval as required under N.J.S.A. 40A:14-88? Yes

If "yes", provide a certified copy of the resolution, whenever adopted, fixing the level of compensation each commissioner is authorized to receive, and proof that the district submitted the resolution to the municipal clerk for governing body consideration. Only answer "N/A" if elected commissioners are not authorized to receive any compensation for their service on the Board.

13) Did the district make one or more supplemental emergency appropriations after adopting its current budget? No

If "yes", for each supplemental emergency appropriation:

a) Was a resolution adopted by at least two-thirds (2/3) of the Board of Commissioners' full membership declaring that an emergency exists requiring a supplemental emergency appropriation and setting out the nature of the emergency in full?

b) Did the district submit the above-referenced resolution to the municipal clerk for municipal governing body consideration?

c) Did at least two-thirds (2/3) of the municipal governing body's full membership approve the district's emergency appropriation?

Provide (with the introduced budget) a certified copy of the Board's resolution authorizing the supplemental emergency appropriation with a certified copy of the municipal governing body's resolution approving the district's emergency appropriation.

FIRE DISTRICT SCHEDULE OF COMMISSIONERS AND OFFICERS

Howell Township FD No. 2

FISCAL YEAR: January 1, 2023 to December 31, 2023

Complete the attached table for all persons required to be listed per #1-2 below.

- 1) List all of the Fire District's current commissioners and officers and amount of compensation from the Fire District. Enter zero if no compensation was paid.
- 2) List all of the Fire District's former commissioners and officers who received more than \$10,000 in reportable compensation from the Fire District during the most recent fiscal year completed.

Commissioner: A member of the governing body of the Fire District with voting rights. Include alternates for the purposes of this schedule.

Officer: A person elected or appointed to manage the Fire District's daily operations at any time during the year, such as the chairperson, vice-chairperson, secretary, or treasurer. For the purposes of this schedule, treat the Fire District's top management official and top financial officer as officers, if applicable. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.

Compensation: All forms of cash and non-cash payments or benefits provided in exchange for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or transaction such as personal vehicles, meals, housing, personal and family education benefits, below-market loans, payment of personal or family travel, entertainment, and personal use of the Fire District's property. Compensation includes payments and other benefits provided to both employees and independent contractors in exchange for services.

Reportable Compensation: The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the calendar year.

Howell Township FD No. 2
Monmouth

Reportable Compensation from Fire District
(W-2/ 1099)

Name	Title	Average Hours per Week Dedicated to Position	Position		Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Fire District (health benefits, pension, etc.)	Total Compensation from Fire District
			Commissioner	Former Officer					
1 Frank E. Biddle III	Clerk/Secretary			x	\$ 4,800.00		\$ 1,050.00	\$	5,850.00
2 George Patten	Treasurer			x	\$ 4,800.00		\$ 1,050.00	\$	5,850.00
3 Robert Tice	Chairman		x		\$ 2,000.00		\$ 1,800.00	\$	3,800.00
4 Frank E. Biddle III	Commissioner		x		\$ 8,000.00		\$ 1,800.00	\$	9,800.00
5 George Patten	Commissioner		x		\$ 8,000.00		\$ 1,800.00	\$	9,800.00
6 Kathleen Carter	Commissioner		x		\$ 8,000.00		\$ 1,800.00	\$	9,800.00
7 Doug Howlett	Commissioner		x		\$ 8,000.00		\$ 1,800.00	\$	9,800.00
8 Robert Tice	Chairman		x		\$ 8,000.00		\$ 1,800.00	\$	9,800.00
9									
10									
11									
12									
13									
14									
15									
Total:					\$ 51,600.00	\$ -	\$ 12,900.00	\$ -	\$ 64,500.00

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed:

None

Howell Township FD No. 2
Monmouth

	# of Covered Members (Medical & Rx)		Annual Cost Estimate		Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Current Year	Proposed Budget	Current Year			
Active Employees - Health Benefits - Annual Cost							
Single Coverage	-	-	-	-	-	-	0.0%
Parent & Child	-	-	-	-	-	-	0.0%
Employee & Spouse (or Partner)	-	-	-	-	-	-	0.0%
Family	-	-	-	-	-	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)	-	-	-	-	-	-	0.0%
Subtotal	0	0	-	-	-	-	0.0%
Commissioners - Health Benefits - Annual Cost							
Single Coverage	-	-	-	-	-	-	0.0%
Parent & Child	-	-	-	-	-	-	0.0%
Employee & Spouse (or Partner)	-	-	-	-	-	-	0.0%
Family	-	-	-	-	-	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)	-	-	-	-	-	-	0.0%
Subtotal	0	0	-	-	-	-	0.0%
Retirees - Health Benefits - Annual Cost							
Single Coverage	-	-	-	-	-	-	0.0%
Parent & Child	-	-	-	-	-	-	0.0%
Employee & Spouse (or Partner)	-	-	-	-	-	-	0.0%
Family	-	-	-	-	-	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)	-	-	-	-	-	-	0.0%
Subtotal	0	0	-	-	-	-	0.0%
GRAND TOTAL	0	0	-	-	-	-	0.0%

Is medical coverage provided by the SHBP (Yes or No)?
Is prescription drug coverage provided by the SHBP (Yes or No)?

**2023 FIRE DISTRICT BUDGET
FINANCIAL SCHEDULES SECTION**

Instructions:

Input requested information in highlighted boxes only. Information input into yellow boxes will automatically fill throughout the rest of the workbook. Please round to the nearest whole dollar. No pennies.

The Levy Cap worksheets simplify data entry by having the user enter most data on support pages and some from this sheet. By filling in the highlighted cells on this page, each worksheet will reflect the information and automatically calculate the formulas on each individual worksheet.

Name of Fire District:	Howell Township FD No. 2
County:	Monmouth
Year:	2023

Levy Cap Calculation Summary	
2022 Adopted Budget - Amount to be Raised by Taxation	\$ 1,100,000.00
Cap Bank Available from 2020 (See Levy Cap Certification)	\$ 75,524.00
Cap Bank Available from 2021 (See Levy Cap Certification)	\$ 842.00
Cap Bank Available from 2022 (See Levy Cap Certification)	\$ 60,488.00
Cap Bank Used from 2020	\$ 75,524.00
Cap Bank Used from 2021	\$ 842.00
Cap Bank Used from 2022	\$ 60,488.00
Changes in Service Provider (+/-)	
DLGS Approved Adjustments	
Cancelled or Unexpended Referendum Amount (Enter as a positive number)	
Assessed Valuation of District for adopted budget	\$ 2,902,286,100.00
New Ratables - Increase in Valuations (New Construction and Additions)	\$ 53,672,700.00
Adopted Fire District Tax Rate (three decimals) per \$100	\$0.038
Projected Tax Rate based upon Proposed Levy	0.043268533

Budget Summary

Howell Township FD No. 2 Monmouth

	<i>2023 Proposed Budget</i>	<i>2022 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
REVENUES AND FUND BALANCE UTILIZED				
Total Fund Balance Utilized	1,130,000.00	804,700.00	325,300.00	40.4%
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	-	-	-	0.0%
Total Revenues Offset with Appropriations	-	-	-	0.0%
Total Revenues and Fund Balance Utilized	1,130,000.00	804,700.00	325,300.00	40.4%
Amount to be Raised by Taxation to Support Budget	1,279,000.00	1,100,000.00	179,000.00	16.3%
Total Anticipated Revenues	2,409,000.00	1,904,700.00	504,300.00	26.5%
APPROPRIATIONS				
Total Administration	193,100.00	187,000.00	6,100.00	3.3%
Total Cost of Operations & Maintenance	1,010,900.00	912,700.00	98,200.00	10.8%
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	105,000.00	105,000.00	-	0.0%
Total Capital Appropriations	1,100,000.00	700,000.00	400,000.00	57.1%
Total Principal Payments on Debt Service	-	-	-	0.0%
Total Interest Payments on Debt	-	-	-	0.0%
Total Appropriations	2,409,000.00	1,904,700.00	504,300.00	26.5%
ANTICIPATED SURPLUS (DEFICIT)	-	-	-	0.0%

**Howell Township FD No. 2
Monmouth**

	<u>2023 Proposed Budget</u>	<u>2022 Adopted Budget</u>	<u>\$ Increase (Decrease) Proposed vs. Adopted</u>	<u>% Increase (Decrease) Proposed vs. Adopted</u>
<i>Fund Balance Utilized</i>				
Unrestricted Fund Balance	330,000.00	404,700.00	(74,700.00)	-18.5%
Restricted Fund Balance	800,000.00	400,000.00	400,000.00	100.0%
Total Fund Balance Utilized	<u>1,130,000.00</u>	<u>804,700.00</u>	<u>325,300.00</u>	40.4%
<i>Miscellaneous Anticipated Revenues</i>				
Shared Services (N.J.S.A. 40A:65-1 et seq.)			-	0.0%
Joint Purchasing Agreements (N.J.S.A. 40A:10 & 11)			-	0.0%
Emergency Assistance (N.J.S.A. 40A:14-26)			-	0.0%
Municipal Assistance (N.J.S.A. 40A:14-34)			-	0.0%
Municipal Assistance - Adjoin (N.J.S.A. 40A:14-35)			-	0.0%
Contracts - Volunteer Fire Co (N.J.S.A. 40A:14-68)			-	0.0%
Leases - Local Municipality (N.J.S.A. 40A:14-83)			-	0.0%
Rental Income			-	0.0%
Total Miscellaneous Anticipated Revenues	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
<i>Sale of Assets (List Individually)</i>				
Asset #1			-	0.0%
Asset #2			-	0.0%
Asset #3			-	0.0%
Asset #4			-	0.0%
Total Sale of Assets	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
<i>Interest on Investments & Deposits (List Accounts Separately)</i>				
Investment Account #1			-	0.0%
Investment Account #2			-	0.0%
Investment Account #3			-	0.0%
Investment Account #4			-	0.0%
Total Interest on Investments & Deposits	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
<i>Other Revenue (List in Detail)</i>				
Other Revenue #1			-	0.0%
Other Revenue #2			-	0.0%
Other Revenue #3			-	0.0%
Other Revenue #4			-	0.0%
Total Other Revenue	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
<i>Operating Grant Revenue (List in Detail)</i>				
Supplemental Fire Service Act (P.L.1985,c.295)			-	0.0%
Other Grant #1			-	0.0%
Other Grant #2			-	0.0%
Other Grant #3			-	0.0%
Other Grant #4			-	0.0%
Other Grant #5			-	0.0%
Total Operating Grant Revenue	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
<i>Revenues Offset with Appropriations</i>				
<u>Uniform Fire Safety Act (P.L.1983,c.383)</u>				
Reserves Utilized			-	0.0%
Annual Registration Fees			-	0.0%
Penalties and Fines			-	0.0%
Other Revenues			-	0.0%
Total Uniform Fire Safety Act	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
<u>Other Revenues Offset with Appropriations (List)</u>				
Other Offset Revenues #1			-	0.0%
Other Offset Revenues #2			-	0.0%
Other Offset Revenues #3			-	0.0%
Other Offset Revenues #4			-	0.0%
Total Other Revenues Offset with Appropriations	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
Total Revenues Offset with Appropriations	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
TOTAL REVENUES AND FUND BALANCE UTILIZED	<u><u>1,130,000.00</u></u>	<u><u>804,700.00</u></u>	<u><u>325,300.00</u></u>	40.4%

Howell Township FD No. 2
 Monmouth

	2023 Proposed Budget	2022 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<i>Administration - Personnel</i>				
Salary & Wages (excluding Commissioners)	12,100.00	10,900.00	1,200.00	11.0%
Commissioners	40,000.00	36,000.00	4,000.00	11.1%
Fringe Benefits	15,000.00	14,100.00	900.00	6.4%
Total Administration - Personnel	67,100.00	61,000.00	6,100.00	10.0%
<i>Administration - Other (List)</i>				
Other Administration Expense #1	36,000.00	36,000.00	-	0.0%
Other Administration Expense #2			-	0.0%
Other Administration Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1	90,000.00	90,000.00	-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Administration - Other	126,000.00	126,000.00	-	0.0%
Total Administration	193,100.00	187,000.00	6,100.00	3.3%
<i>Cost of Operations & Maintenance - Personnel</i>				
Salary & Wages	-	-	-	0.0%
Fringe Benefits	-	-	-	0.0%
Total Operations & Maintenance - Personnel	-	-	-	0.0%
<i>Cost of Operations & Maintenance - Other (List)</i>				
Other Operations & Maintenance Expense #1	1,010,900.00	912,700.00	98,200.00	10.8%
Other Operations & Maintenance Expense #2			-	0.0%
Other Operations & Maintenance Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1			-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Operations & Maintenance - Other	1,010,900.00	912,700.00	98,200.00	10.8%
Total Operations & Maintenance	1,010,900.00	912,700.00	98,200.00	10.8%
<i>Appropriations Offset with Revenue - Personnel</i>				
Salary & Wages	-	-	-	0.0%
Fringe Benefits	-	-	-	0.0%
Total Appropriations Offset with Revenue - Personnel	-	-	-	0.0%
<i>Appropriations Offset with Revenue - Other (List)</i>				
Other Expense #1			-	0.0%
Other Expense #2			-	0.0%
Other Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1			-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Appropriations Offset with Revenue - Other	-	-	-	0.0%
Total Appropriations Offset with Revenue	-	-	-	0.0%
<i>Duly Incorporated First Aid/Rescue Squad Associations</i>				
Vehicles			-	0.0%
Equipment			-	0.0%
Materials & Supplies			-	0.0%
Total Duly Incorporated First Aid/Rescue Squad Associations	-	-	-	0.0%
<i>Emergency Appropriations & Deferred Charges (List)</i>				
Emergency Appropriation #1			-	0.0%
Emergency Appropriation #2			-	0.0%
Emergency Appropriation #3			-	0.0%
Deferred Charge #1 (cite statute)			-	0.0%
Deferred Charge #2 (cite statute)			-	0.0%
Declared State of Emergency (N.J.S.A. 40A:4-45.45 10b)			-	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 (N.J.S.A. 40A:14-78.6)	105,000.00	105,000.00	-	0.0%
Total Capital Appropriations	1,100,000.00	700,000.00	400,000.00	57.1%
Total Principal Payments on Debt Service	-	-	-	0.0%
Total Interest Payments on Debt	-	-	-	0.0%
TOTAL APPROPRIATIONS	2,409,000.00	1,904,700.00	504,300.00	26.5%

Howell Township FD No. 2

Monmouth

2023 Proposed

Budget Salary & Wages

Number of Staff

Annual Wages

PERS Contribution

PFRS Contribution

Employee Group Health Insurance

Other Fringe Benefits

2023 Proposed Budget Fringe Benefits

Administrative Positions Excluding Commissioners (List Individually)	Number of Staff	Annual Wages	PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	2023 Proposed Budget Fringe Benefits
Clerk/Secretary	1.00	\$ 4,800.00	\$ 4,800.00	\$ 1,524.00			\$ 1,524.00
Treasurer	1.00	\$ 4,800.00	\$ 4,800.00	\$ 1,524.00			\$ 1,524.00
Chairman	1.00	\$ 2,000.00	\$ 2,000.00	\$ 237.00			\$ 237.00
Chief Stipend	1.00	\$ 500.00	\$ 500.00				\$ -
Position #5	5.00	\$ -	\$ -	\$ -	\$ 11,715.00		\$ 11,715.00
Position #6		\$ -	\$ -	\$ -			\$ -
Position #7		\$ -	\$ -	\$ -			\$ -
Position #8		\$ -	\$ -	\$ -			\$ -
Total Administration	9.00	\$ 12,100.00	\$ 3,285.00	\$ -	\$ -	\$ 11,715.00	\$ 15,000.00

2023 Proposed

Budget Salary & Wages

Number of Staff

Annual Wages

PERS Contribution

PFRS Contribution

Employee Group Health Insurance

Other Fringe Benefits

2023 Proposed Budget Fringe Benefits

Operation & Maintenance Positions Individually)	Number of Staff	Annual Wages	PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	2023 Proposed Budget Fringe Benefits
Position #1		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #2		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #3		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #4		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #5		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #6		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #7		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #8		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #9		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #10		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #11		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #12		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #13		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #14		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operation & Maintenance	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

2023 Proposed

Budget Salary & Wages

Number of Staff

Annual Wages

PERS Contribution

PFRS Contribution

Employee Group Health Insurance

Other Fringe Benefits

2023 Proposed Budget Fringe Benefits

Salary Offset by Revenue Positions (List Individually)	Number of Staff	Annual Wages	PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	2023 Proposed Budget Fringe Benefits
Position #1		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #2		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #3		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #4		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #5		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #6		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #7		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Position #8		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Offset by Revenue	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Administration, Operations & Offset by Revenue	9.00	\$ 12,100.00	\$ 3,285.00	\$ -	\$ -	\$ 11,715.00	\$ 15,000.00

Howell Township FD No. 2
Monmouth

CAPITAL IMPROVEMENTS (N.J.S.A. 40A:14-84)

List Project Separately	Asset Type	Time of General Election February or November	Date of Approval	Affirmative Vote Percentage	2023 Proposed Budget		2022 Adopted Budget	
Capital Improvement #1	NA							
Capital Improvement #2								
Capital Improvement #3								
Capital Improvement #4								
Capital Improvement #5								
Capital Improvement #6								
Capital Improvement #7								
Total Capital Improvements								\$ - \$

DOWN PAYMENTS/CAPITAL FINANCED IMPROVEMENTS (N.J.S.A. 40A:14-85)

List Project Separately	Asset Type	Date of Local Finance Board Approval	Date of Voter Approval	Affirmative Vote Percentage	2023 Proposed Budget		2022 Adopted Budget	
Tractor								
Radio and Dispatch Services Upgrades throughout the Township.								
Capital Improvement #3								
Capital Improvement #4								
Capital Improvement #5								
Capital Improvement #6								
Capital Improvement #7								
Total Down Payments								\$ 400,000.00
Total Capital Improvements & Down Payments								\$ 800,000.00
RESERVE FOR FUTURE CAPITAL OUTLAYS								\$ -
TOTAL CAPITAL APPROPRIATIONS								\$ 800,000.00

Capital Appropriations Offset with Restricted Fund								\$ 400,000.00
Capital Appropriations Offset with Grants								
Capital Appropriations Offset with Unrestricted Fund								

Howell Township FD No. 2
Monmouth

	Date of Voter Approval	% of Voter Approval	Date of Local Finance Board Approval	Current Year						Total Principal Outstanding	
				2022	2023	2024	2025	2026	2027		2028
<i>General Obligation Bonds</i>											
General Obligation Bond #1											\$ -
General Obligation Bond #2											\$ -
General Obligation Bond #3											\$ -
General Obligation Bond #4											\$ -
Total Principal - General Obligation Bonds				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Bond Anticipation Notes</i>											
BAN #1											
BAN #2											
BAN #3											
BAN #4											
Total Principal - BANs											
<i>Capital Leases</i>											
Capital Lease #1											
Capital Lease #2											
Capital Lease #3											
Capital Lease #4											
Total Principal - Capital Leases											
<i>Intergovernmental Loans</i>											
Intergovernmental #1											
Intergovernmental #2											
Intergovernmental #3											
Intergovernmental #4											
Total Principal - Intergovernmental Loans											
<i>Other Bonds or Notes Payable</i>											
Other Bonds or Notes #1											
Other Bonds or Notes #2											
Other Bonds or Notes #3											
Other Bonds or Notes #4											
Total Principal - Other Bonds or Notes											
TOTAL PRINCIPAL ALL OBLIGATIONS											

Enter each debt issuance separately according to type of debt obligation above. Enter the principal due for each year indicated and thereafter until maturity.

Capital Appropriations Offset with Restricted Fund
Capital Appropriations Offset with Grants
Capital Appropriations Offset with Unrestricted Fund

Howell Township FD No. 2
Monmouth

	Current Year 2022	2023	2024	2025	2026	2027	2028	Thereafter	Total Interest Payments Outstanding
<i>General Obligation Bonds</i>									
General Obligation Bond #1									
General Obligation Bond #2									
General Obligation Bond #3									
General Obligation Bond #4									
Total Interest - General Obligation Bonds									
<i>Bond Anticipation Notes</i>									
BAN #1									
BAN #2									
BAN #3									
BAN #4									
Total Interest Payments - BANS									
<i>Capital Leases</i>									
Capital Lease #1									
Capital Lease #2									
Capital Lease #3									
Capital Lease #4									
Total Interest Payments - Capital Leases									
<i>Intergovernmental Loans</i>									
Intergovernmental #1									
Intergovernmental #2									
Intergovernmental #3									
Intergovernmental #4									
Total Interest Payments - Intergovernmental									
<i>Other Bonds or Notes Payable</i>									
Other Bonds or Notes #1									
Other Bonds or Notes #2									
Other Bonds or Notes #3									
Other Bonds or Notes #4									
Total Interest Payments - Other Bonds or Notes									
TOTAL INTEREST ALL OBLIGATIONS									

Enter each debt issuance separately according to type of debt obligation on the "Debt Service - Principal" tab. The debt issuance description will carry to this schedule from data entered on that worksheet.
Enter the interest payment due for each year indicated and thereafter until maturity.

Capital Appropriations Offset with Restricted Fund
Capital Appropriations Offset with Grants
Capital Appropriations Offset with Unrestricted Fund

**Howell Township FD No. 2
Monmouth**

UNRESTRICTED FUND BALANCE

Beginning balance January 1, 2022 (1)	\$	938,691.00
Plus: Accrued Unfunded Pension Liability (1)	\$	31,035.00
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)		
Less: Utilized in 2022 Adopted Budget	\$	404,700.00
Proposed balance available	\$	565,026.00
Estimated results of operations for the year ending December 31, 2022	\$	150,000.00
Anticipated balance December 31, 2022	\$	715,026.00
Less: Fund Balance utilized in 2023 Proposed Budget	\$	330,000.00
Proposed balance after utilization in 2023 Proposed Budget	\$	385,026.00

RESTRICTED FUND BALANCE

Beginning balance January 1, 2022 (1)	\$	1,607,683.00
Less: Utilized in 2022 Adopted Budget	\$	400,000.00
Proposed balance available	\$	1,207,683.00
Estimated results of operations for the year ending December 31, 2022		
Anticipated balance December 31, 2022	\$	1,207,683.00
Less: Restricted Fund Balance used in 2023 Proposed Budget for Capital Purposes	\$	800,000.00
Less: Restricted Fund Balance released via Referendum Resolution	\$	-
Proposed balance after utilization in 2023 Proposed Budget	\$	407,683.00

(1) This line item must agree to audited financial statements.

**Howell Township FD No. 2
Monmouth**

Summary of Referendum Line Items	<i>2023 Proposed Budget Amount Requested</i>	<i>2022 Final Budget</i>
NA		
Total Referendum Line Items	\$ -	\$ -

Tax Levy Requested minus Maximum Allowable Levy \$ -
 As this page is adjusted this amount changes, should = \$0
 (For Reference Purposes Only - from Levy Cap Summary based on
 Information provided by the district- see instructions.)

Summary of Release of Restricted Fund Balance Referendum Line Items	<i>2023 Proposed Budget Amount Requested</i>	<i>2022 Final Budget</i>
NA		
Total Release of Restricted Fund Balance	\$ -	\$ -

**Howell Township FD No. 2
Monmouth**

LEVY CAP CALCULATION

Prior Year Amount to be Raised by Taxation for Fire District Purposes	1,100,000.00
Changes in Service Provider (+/-)	-
DLGS Approved Adjustments	-
Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation	1,100,000.00
Plus: 2% Cap Increase	22,000.00
ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS	1,122,000.00

Exclusions

Shared Service Exclusion	-
Change in Total Debt Service Appropriation	-
Allowable Pension Increases	217.00
Allowable Increase in Health Care Costs	-
Changes in LOSAP Contributions (+/-)	-
Extraordinary Costs due to a "Declared" Emergency	-
Net Capital Improvement Fund and/or Down Payment on Improvements	-
Total Exclusions	217.00

Less: Cancelled or Unexpended Referendum Amounts	-
Increase in Ratable Valuation (New Construction/Additions)	53,672,700.00
Prior Year Local Fire District Tax Rate (3 decimals/\$100)	\$0.038
	20,395.63

ADJUSTED TAX LEVY

Amount Utilized from Levy Cap Bank from 2020	75,524.00
Amount Utilized from Levy Cap Bank from 2021	842.00
Amount Utilized from Levy Cap Bank from 2022	60,488.00
Maximum Tax Levy Before Referendum	1,279,466.63
Amount Proposed for Levy Cap Referendum	-
MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION	1,279,466.63

CAP BANK CALCULATION

Amount to be Raised by Taxation	1,279,000.00
Cap Bank Available from Prior Year (2020) for 2023 Budget	75,524.00
Cap Bank Available from Prior Year (2021) for 2023 Budget	842.00
Revised Cap Bank from Prior Year (2022) Available for 2023 Budget	-
Cap Bank Available from Prior Year (2022) for 2023 Budget	60,488.00
Revised Cap Bank from Prior Year (2022) Available for 2024 Budget	-
Cap Bank from Current Year (2023) Available for 2024 Budget	(136,387.37)
Cap Bank Available from (2023) for 2024 Budget	466.63

**Howell Township FD No. 2
Monmouth**

PENSION CONTRIBUTION CALCULATION

2023 Proposed Budget PERS Contribution Appropriated	\$ 3,285.00
2023 Proposed Budget PFRS Contribution Appropriated	\$ -
Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs	\$ -
Net 2023 Base Amount	\$ 3,285.00
2022 Adopted Budget PERS Contribution	\$ 3,068.00
2022 Adopted Budget PFRS Contribution	
Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs	
Net 2022 Base Amount	\$ 3,068.00
Pension Contribution Exclusion	\$ 217.00

LOSAP CALCULATION

2023 Proposed Budget LOSAP Appropriation	\$ 105,000.00
2022 Adopted Budget LOSAP Appropriation	\$ 105,000.00
LOSAP Exclusion (+/-)	\$ -

DEBT SERVICE CALCULATION

2023 Proposed Budget Total Debt Service Appropriation	\$ -
2023 Proposed Budget Debt Service Appropriation Offset from Restricted Fund	\$ -
2023 Proposed Budget Debt Service Appropriation Offset from Grant Revenue	\$ -
2023 Proposed Budget Debt Service Appropriation Offset from Unrestricted Fund	\$ -
2023 Base Amount	\$ -
2022 Adopted Budget Total Debt Service Appropriation	\$ -
2022 Adopted Budget Debt Service Appropriation Offset from Restricted Fund	\$ -
2022 Adopted Budget Debt Service Appropriation Offset from Grant Fund	\$ -
2022 Adopted Budget Debt Service Appropriation Offset from Unrestricted Fund	\$ -
2022 Base Amount	\$ -
Debt Service Exclusion	\$ -

CAPITAL APPROPRIATION CALCULATION

2023 Proposed Budget Total Capital Appropriation	\$ 1,100,000.00
2023 Proposed Budget Capital Appropriation Offset from Restricted Fund	\$ 800,000.00
2023 Proposed Budget Capital Appropriation Offset from Grant Revenue	\$ -
2023 Proposed Budget Capital Appropriation Offset from Unrestricted Fund	\$ -
2023 Base Amount	\$ 300,000.00
2022 Adopted Budget Total Capital Appropriation	\$ 700,000.00
2022 Adopted Budget Capital Appropriation Offset from Restricted Fund	\$ 400,000.00
2022 Adopted Budget Capital Appropriation Offset from Grant Revenue	\$ -
2022 Adopted Budget Capital Appropriation Offset from Unrestricted Fund	\$ -
2022 Base Amount	\$ 300,000.00
Capital Expenditure Exclusion	\$ -

HEALTH INSURANCE EXCLUSION CALCULATION

SFY 2023	21.6%
2023 Proposed Budget Administration Health Insurance Appropriation	\$ -
2023 Proposed Budget Operations & Maintenance Health Insurance Appropriation	\$ -
2023 Proposed Budget Group Health Insurance	\$ -
2022 Adopted Budget Administration Health Insurance Appropriation	
2022 Adopted Budget Operations & Maintenance Health Insurance Appropriation	
2022 Adopted Budget Group Health Insurance	\$ -
Net Increase (Decrease)	\$ -
Net Increase Divided by 2022 Amount Budgeted = % Increase	0.00%
SFY 2023 State Health Average 21.6% Less 2% = % Increase Added to Current Levy	0.00%
% Increase less % Increase Exclusion = % Increase Inside Cap	0.00%
% Increase Inside Cap * 2022 Expended = Added Amount Inside Cap	\$ -
% Increase Exclusion * 2022 Expended = 2023 Appropriation Added to Levy	\$ -
Amount Above the Levy Exclusion (Actual Increase - State Health Benefit Average)	\$ -
2023 Increase in Appropriation	\$ -

CERTIFICATION OF NEW CONSTRUCTION/IMPROVEMENTS/ PARTIAL ASSESSMENTS

(N.J.S.A. 40A:4-45.44 et seq.)

Municipality: Howell Township

County: Monmouth

Fire District Code: F02

Total Number of Fire Districts: 5

File Form CNC-3 by October 25 of the Current Tax Year for All Fire Districts in the Municipality

N.J.S.A. 40A:4-45.44 et seq. provides for a statutory exception to the budget cap imposed on fire districts. It uses, in part, the revenue generated by new construction and improvements in a fire district which were not reflected in the prior year's Tax List.

ASSESSOR: ENTER DATA ON LINES 1 THROUGH 2C, SIGN AND DATE THE FORM, THEN IMMEDIATELY FORWARD FORM CNC-3 TO THE TAX COLLECTOR FOR COMPLETION. SEE REVERSE SIDE.

1. For reference only: Provide the aggregate assessed value for the fire district as filed on the current Tax Year's January 10th Tax List. This is the fire district value as of October 1st of the pre-tax year before Added Assessments.

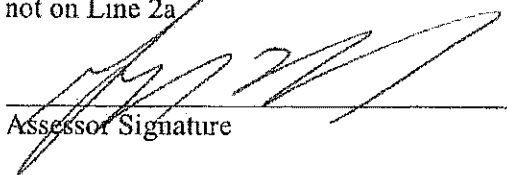
\$ 2,902,286,100 (1)

2. Provide the total valuation (not prorated) of new construction and improvements from the Added Assessment List filed on October 1st of the current tax year (Line 2a) minus the total valuation of any Added Assessment tax appeal reductions from the prior tax year (Line 2b) for the adjusted total valuation of new construction and improvements (Line 2c). Do not include Omitted Added Assessments, prior year Added Assessments, Omitted Assessments, or property transferred from the Exempt List to the Tax Assessment List, or any land, whether subdivided or not on Line 2a

\$ 53,725,200 (2a)

- \$ 52,500 (2b)

= \$ 53,672,700 (2c)



Assessor Signature

10/18/22

Date

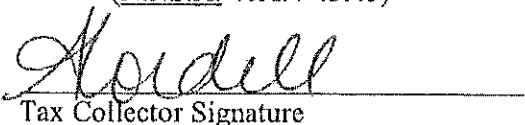
TAX COLLECTOR

3. Provide the Fire District Tax Rate from the current tax year (expressed as a decimal, \$ per hundred).

0.00038 (3)

4. Amount of permitted revenue increase =
Line 2c * Line 3
(N.J.S.A. 40A:4-45.45)

\$ 20,395.63 (4)



Tax Collector Signature

10/18/22

Date

FIRE PROTECTION AGREEMENT

THIS AGREEMENT made this 7th day of November, 2022 by and between the Board of Fire Commissioners, Fire District No. 2, Township of Howell, County of Monmouth and State of New Jersey hereinafter designated as the "Board", and the Howell Township Volunteer Fire Company No. 1 hereinafter designated as the "Company".

WITNESSETH:

WHEREAS; the Board of Fire Commissioners, Fire District No. 2, Howell Township is a duly constituted public agency organized and operating pursuant to the provisions of N.J.S.A. 40A:14-70 et. seq.; and

WHEREAS; the Company is a duly constituted nonprofit corporation organized pursuant to the laws of the State of New Jersey for the purpose of providing fire suppression/fire protection services; and

WHEREAS; pursuant to the provisions of N.J.S.A. 40A:14-70.1.b. the Board is empowered to contract with the volunteer fire company for the purpose of extinguishing fires upon such terms and conditions as shall be deemed proper; and

WHEREAS; the parties hereto desire to enter into a contract to define the rights, duties and responsibilities of each regarding the furnishing of fire protection services to the residents of the fire district.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. The Company covenants and agrees to provide fire protection services to all persons and property situate within the borders of Fire District No. 2, Howell Township, Monmouth County, New Jersey and to provide said fire protection services seven (7) days per week, twenty four (24) hours per day, in accordance with any and all rules, regulations and standards adopted by the Board and the laws of the State of New Jersey or any other administrative agency having the necessary and proper jurisdiction to prescribe rules and regulations.

2. The Company hereby its leases to the Board office space, bay space, and equipment rooms in the firehouse purpose of conducting Board business and the storage and maintenance of Board owned equipment and apparatus and the conduct of fire suppression activities.

3. The Commissioners do hereby agree to pay the Company, as consideration for the promises and covenants contained herein \$ 100,000.00 (One Hundred Thousand Dollars) for the term commencing on March 1,2023 and ending on February 27,2024 unless otherwise extended by agreement of the parties.

4 In addition to the consideration specified in Paragraph 3 above, the Commissioners shall be responsible for the payment of all cost for the maintenance and repair of all fire fighting equipment and apparatus owned by the Board, and the equipment utilized for the daily operation of the fire company in accordance with the budget adopted by the Board of Fire Commissioners at the annual referendum.

5. The Commissioners shall provide, at no cost or expense to the individual members of the Volunteer Fire Company ,such insurance as may be legally available to volunteer firefighters and as may be required by New Jersey law, including but not limited to comprehensive liability, workers compensation, and life insurance.

6. The Company does hereby specifically grant to the Commissioners the right to use its meeting room for the Board's regular or special meetings, both public and executive sessions, and to use the firehouse as a polling place for such elections as may be required to be held within the District, subject only to the requirement that the Board notify the Company in advance of its intention to use the firehouse for such purposes and also subject to the requirement that such use will not interfere with normal operations of the fire company.

7. The Commissioners shall be responsible for the costs of utilities used in both Firehouses.

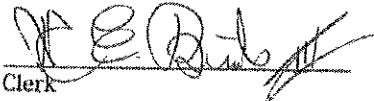
8. The Company shall operate and utilize any and all equipment and apparatus supplied by the Board for fire suppression in accordance with such rules and regulations as may be adopted by the Board. The Company shall provide such personnel as may be available for the purposes specified herein. The Company shall provide an annual accounting of all moneys received and expenditures made by it to the Board.

9. The terms and provisions of this Agreement are subject to such limitations as may be imposed upon either of the parties by statute or ordinance. If any provisions of this Agreement shall be found to be invalid by a court of competent jurisdiction, such findings, shall not affect the remainder of this Agreement.


10. The terms of this contract shall be automatically renewed yearly unless such terms are modified by subsequent written agreement of the parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers and representatives on this 7th day of November, 2022.


ATTEST:


Clerk

COMMISSIONERS OF FIRE DISTRICT NO. 2
TOWNSHIP OF HOWELL

By: 
Chairman

ATTEST:


Secretary

HOWELL TOWNSHIP FIRE CO. NO. 1

By: 
President

2023 Chief's Equipment Budget

Description	Qty	Unit	Unit Cost	Total
Personal Protective Equipment - Structural Firefighting (Pants and Coats)	12	ea	\$ 3,700.00	\$ 44,400.00
Personal Protective Equipment - Boots	10	ea	392.00	\$ 3,920.00
Personal Protective Equipment - Masks, Thermal Hoods, Gloves, Safety Glasses	1	Lot	10,000.00	\$ 10,000.00
Personal Protective Equipment - Helmets	16	ea	350.00	\$ 5,600.00
IT - monitors and etc	1	ea	1,500.00	\$ 1,500.00
Equipment - RIT, NG meter, pagers and lights	1	ea	24,580.00	\$ 24,580.00
Total			\$	\$ 90,000.00

Note all unit costs are estimates based on current pricing and state contracts. Quotes will be solicited at time of planned procurement.

Fire District Levy Cap Certification Fiscal Year 2023

Select Fire District: Howell Township Fire District No. 2 ▼

Fire District: **Howell Township Fire District No. 2**

Municipality: **Howell Township**

County: **Monmouth**

FD-Code: **1319-02**

2022 Levy Cap Calculation Summary

Maximum Allowable Amount to be Raised by Taxation: 1,560,488

Amount to be Raised by Taxation: 1,100,000

ACTIVE	Calendar Year	Allowable	Applied In	Used From	Expired	Available
	2022	\$ 60,488	\$ -	\$ -	\$ -	\$ 60,488
	2021	\$ 842	\$ -	\$ -	\$ -	\$ 842
	2020	\$ 75,524	\$ -	\$ -	\$ -	\$ 75,524
Levy Cap Bank Totals		\$ 136,854	\$ -	\$ -	\$ -	\$ 136,854

EXPIRED	Calendar Year	Allowable	Applied In	Used From	Expired	Available
	2019	\$ 231,503	\$ -	\$ -	\$ 231,503	\$ -
	2018	\$ 30,294	\$ -	\$ -	\$ 30,294	\$ -
	2017	\$ 39,796	\$ -	\$ -	\$ 39,796	\$ -
Levy Cap Bank Totals		\$ 301,593	\$ -	\$ -	\$ 301,593	\$ -



**NEW JERSEY
AMERICAN WATER**

P.O. Box 2798, Camden, NJ 08101

09/01/2022



002480 1 AB 0.488 02480/002480/002885 7 01 VO1J4P 003

HOWELL TOWNSHIP FIRE DIST #2
PO BOX 125
ADELPHIA NJ 07710-0125

For Service To:

Account Number: 1018-210022250428

Service Address: 153 Hydrants
Howell, NJ 07731

Dear Howell Township Fire Dist #2,

RE: New Jersey American Water Rate Case New Rates Approved

On August 17, 2022, the New Jersey Board of Public Utilities (BPU) approved an increase to New Jersey American Water's base water and wastewater rates effective September 1, 2022. This rate increase will help New Jersey American Water recover costs associated with providing reliable, high-quality water and wastewater service to its approximately 660,000 water and fire service customers and 49,900 wastewater service customers statewide.

As part of this rate change, the public fire charges are increasing between \$0.00 to \$7.14 per hydrant depending on where you are located.

For more information, please visit our website at www.newjerseyamwater.com. Under the Customer Service drop-down menu, select Your Water and Wastewater Rates. Click on the "New Jersey Rates" link and scroll to the Public Fire Tariffs, Rate Schedules M-1 through M-12. If you have any questions, please reach out to our Customer Service Team.

Esto es un aviso importante sobre su servicio de agua / alcantarilla. Para la ayuda de la traducción, por favor llamas a New Jersey American Water al numero 1-800-272-1325.

Sincerely,

New Jersey American Water Customer Service





**NEW JERSEY
AMERICAN WATER**

P.O. Box 2798, Camden, NJ 08101

09/01/2022



002459 1 AB 0.498 02479/002459/002864 7 01 VC1J4P 003

HOWELL TOWNSHIP FIRE DIST #2
PO BOX 125
ADELPHIA NJ 07710-0125

For Service To:

Account Number: 1018-210027457385
Service Address: 210 Pub Hyds
Adelphia, NJ 07710

Dear Howell Township Fire Dist #2,

RE: New Jersey American Water Rate Case New Rates Approved

On August 17, 2022, the New Jersey Board of Public Utilities (BPU) approved an increase to New Jersey American Water's base water and wastewater rates effective September 1, 2022. This rate increase will help New Jersey American Water recover costs associated with providing reliable, high-quality water and wastewater service to its approximately 660,000 water and fire service customers and 49,900 wastewater service customers statewide.

As part of this rate change, the public fire charges are increasing between \$0.00 to \$7.14 per hydrant depending on where you are located.

For more information, please visit our website at www.newjerseyamwater.com. Under the Customer Service drop-down menu, select Your Water and Wastewater Rates. Click on the "New Jersey Rates" link and scroll to the Public Fire Tariffs, Rate Schedules M-1 through M-12. If you have any questions, please reach out to our Customer Service Team.

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Sincerely,

New Jersey American Water Customer Service



Board of Fire Commissioners

Howell Fire District No.2

P.O.Box 125, Adelphia,NJ 07710-0125

The following is a list of Companies and Vendors paid \$17,500.00 or more in the year 2021.

- 1.VFIS [Insurance]
- 2.Benchmark Insurance Company
- 3.NJ American Water
- 4.Howell Township Fire Co.# 1[Adelphia Fire Co.]
- 5.Joseph D. Youssouf,Esquire
- 6.Glatfelter Specialty Benefits Insurance
- 7.Geargrid Corporation
- 8.Hertrich Fleet Services,Inc.
- 9.Skylands Area Fire Equipment and Training,LLC

Howell Township FD No. 2
Monmouth

Reportable Compensation from Fire District (W-2/1099)

Name	Title	Average Hours per Week Dedicated to Position	Position		Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Fire District (health benefits, pension, etc.)	Total Compensation from Fire District
			Commissioner	Former Officer					
1 Frank E. Biddle III	Clerk/Secretary				\$ 4,800.00	\$ 1,200.00	\$ -	\$ -	6,000.00
2 George Patten	Treasurer		x		\$ 4,800.00	\$ 1,200.00	\$ -	\$ -	6,000.00
3 TBD	Exe. Board		x		\$ 800.00	\$ 200.00	\$ -	\$ -	1,000.00
4 Frank E. Biddle III	Commissioner			x	\$ 7,200.00	\$ 1,800.00	\$ -	\$ -	9,000.00
5 George Patten	Commissioner		x		\$ 7,200.00	\$ 1,800.00	\$ -	\$ -	9,000.00
6 Harry Carter	Commissioner		x		\$ 7,200.00	\$ 1,800.00	\$ -	\$ -	9,000.00
7 Doug Howlett	Commissioner		x		\$ 7,200.00	\$ 1,800.00	\$ -	\$ -	9,000.00
8 Robert Tice	Commissioner		x		\$ 7,200.00	\$ 1,800.00	\$ -	\$ -	9,000.00
9									
10									
11									
12									
13									
14									
15									
Total:					\$ 46,400.00	\$ -	\$ 11,600.00	\$ -	\$ 58,000.00

Kathleen

Enter the total number of employees/independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed:

[Empty box for total number of employees/independent contractors]

HOWELL TWP FIRE DISTRICT 2

Employer No: 02-46500-00

Due Date: 04/01/2022

Do not remit any other payment(s) with this invoice.

PUBLIC EMPLOYEES' RETIREMENT SYSTEM
AUTHORIZATION INFORMATION

Payment Amount

00,000,3068.00

Confirmation #:

00116144

Date:

01-01-2022

Remit payment through the TEPS system at <https://www.govone.com/NJPenMenu/>. Any questions regarding this invoice please call 609-984-1513.


STATE OF NEW JERSEY
DIVISION OF PENSIONS AND BENEFITS
Trenton New Jersey 08625

Form approved by
Division of Local Government Services
Department of Community Affairs

PUBLIC EMPLOYEES' RETIREMENT SYSTEM
ANNUAL EMPLOYER APPROPRIATION INVOICE

Date: 12/03/2021

Account or Appropriation Charged	HOWELL TWP FIRE DISTRICT 2	Billing Details	Amount
	Employer No: 02-46500-00	Normal Contribution	\$ 372.00
		Accrued Liability	\$ 2,555.00
	Due Date: 04/01/2022	Total Regular Pension Contributions	\$ 2,927.00
		Non-contributory Group Life Insurance	\$ 141.00
		Total Pension & Non-contrib. Grp. Ins.	\$ 3,068.00
		Questions Call: (609) 984-1513	TOTAL DUE: \$ 3,068.00

Approved for Payment		Payment Record	
(Name and Title)	(Date)	Voucher #	_____
(Name and Title)	(Date)	Warrant #	_____
Invoice Received, Checked and Approved		Date: _____	
Signature: _____		Message Box	
Date: _____		Payments will only be accepted through TEPS.	
Officer's or Employee's Certification		Please retain this invoice for your records.	
Having knowledge of the facts in the course of regular procedures, I certify that the services have been rendered; said certification is based on knowledge of a municipal official or employee or other reasonable procedures.		I do solemnly declare and certify under the penalties of the law that this bill is correct in all its particulars: that the services have been rendered as stated herein; that no bonus has been given or received by any person or persons with the knowledge of this claimant in connection with the above claim; that the amount herein stated is justly due and owing; and that the amount is a reasonable one.	
Signature: _____		 Deputy Director	
Title: _____			

2023

\$ 3,285-

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

HOWELL TOWNSHIP FIRE DISTRICT # 2

Question # 3. George D. Patten, Treasurer-[Uncle]

Frank E. Biddle III, Clerk/Secretary-[Nephew]

Question # 6a.-1

Frank E. Biddle III, Commissioner/Clerk/Secretary

As engineer for the Howell Township Volunteer Fire Company #1 performs minor maintenance on all vehicles and schedules vehicles for major maintenance and inspections as may be necessary. He also evaluates and approves individuals for drivers of fire apparatus. He is paid \$2,750.00 annually for these duties. This position was not subject to a competitive bid. He is appointed as engineer by the Fire Co. and approved by The Board of Fire Commissioners as such.

Question # 6a.-2

Mike Banasz-Firefighter/Assistant Engineer

As assistant engineer he assist the engineer in his duties as in question # 6a.-1 above. This position was not subject to a competitive bid. He is appointed as assistant engineer by the Fire Co. and approved by The Board of Fire Commissioners. He is paid \$1,400.00 annually for these duties.

Question # 6b. Frank E. Biddle III is Commissioner/Clerk/Secretary of Howell Township Fire District # 2 and is the nephew of George D. Patten Commissioner/Treasurer of Howell Township Fire District # 2

Question # 13.a.LOSAP was implemented in 1999

13.b.Members currently eligible=52

13.c.Members vested=38

13.d.The annual contribution is fixed however an increase is authorized each year by resolution.

13.e.Total LOSAP budgeted for the current year=\$105,000.00

13.f.Yes.The plan contractor,VALIC, has been notified to be sure they submit it's annual financial statement to the Director of the Division of local Government Services as required by N.J.A.C.5:30-14.49.

Commissioner $\$8,000.00 \times 5 =$ $\$40,000.00$
Chairman $\$2,000.00 \times 1 =$ $2,000.00$
Clerk/Secretary $\$4,800.00 \times 1 =$ $4,800.00$
Treasurer $\$4,800.00 \times 1 =$ $4,800.00$

$\$51,600.00$

Benefits, Social Security, Medicare, pension, etc. $\times 25\%$

$\$12,900.00$

Salaries: $\$51,600.00$

$\$64,500.00$

Chiefs stipend: $\$500.00$

$\$65,000.00$

Estimated Paychex Fees: $\$2,100.00$

Total A91 - Salary & Wages & Benefits $\$67,100.00$

