

2023 Howell Township Fire District #2

Adelphia

Supplementary Information

- 1. Certificate of New Construction**
- 2. Fire Protection Agreement**
- 3. 2024 Chief's Equipment Budget**
- 4. District Cap Levy Certification 2024**
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- 6. PERS Liability**
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**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.

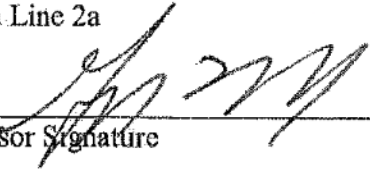
\$ 3,345,359,200 (1)

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

\$ 104,150,500 (2a)

— \$ -0- (2b)

= \$ 104,150,500 (2c)



Assessor Signature

10/30/23

Date


TAX COLLECTOR

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

.00038 (3)

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

\$ 39,577.19 (4)



Tax Collector Signature

10/31/23

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.

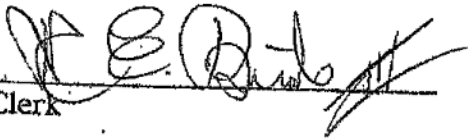
2. The Company hereby ~~its~~^{For the} leases to the Board office space, bay space, and equipment rooms in the firehouse purpose of conducting Board business and the storage and maintenance of Board owned equipment and apparatus and the conduct of fire suppression activities.
3. The Commissioners do 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.

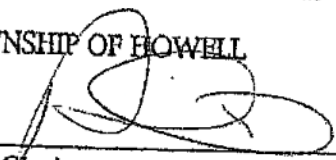
10. The terms of this contract shall be automatically renewed yearly unless such terms are modified by subsequent written agreement of the parties.

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

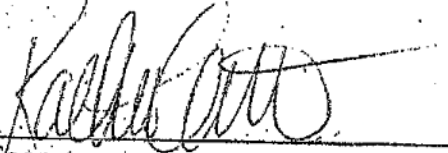
ATTEST:


Clerk


COMMISSIONERS OF FIRE DISTRICT NO. 2
TOWNSHIP OF HOWELL

By: 
Chairman

ATTEST:


Secretary

HOWELL TOWNSHIP FIRE CO. NO. 1

By: 
President

2024 ADELPHIA CHIEF'S BUDGET

- EXTRICATION EQUIPMENT - \$20,000.00
 - TURNOUT GEAR/PPE - \$15,000.00
 - COMMUNICATION PARTS ie Batteries/Mic's/Chargers - \$15,000.00
 - HOSE REPLACEMENT/ADAPTERS - \$15,000.00
 - FUTURE PROP BUILDING COSTS - \$10,000.00
 - NEW NOZZLES FOR CROSSLAY'S - \$5,000.00
 - E POWERED SAWS - \$10,000.00
-

Total \$ 90,000.00

State of New Jersey
 New Jersey Department of Community Affairs
 Division of Local Government Services
 Bureau of Authority Regulation

**Fire District Levy Cap Certification
 Fiscal Year 2024**

Select Fire District: ▼

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

Municipality: **Howell Township**

County: **Monmouth**

FD-Code: **1319-02**

2023 Levy Cap Calculation Summary

Maximum Allowable Amount to be Raised by Taxation:

Amount to be Raised by Taxation:

ACTIVE	Calendar Year	Allowable	Applied In	Used From	Expired	Available
	2023	\$ -	\$ 136,387	\$ -	\$ -	\$ -
	2022	\$ 60,488	\$ -	\$ 60,021	\$ -	\$ 467
	2021	\$ 842	\$ -	\$ 842	\$ -	\$ -
Levy Cap Bank Totals		\$ 61,330	\$ 136,387	\$ 60,863	\$ -	\$ 467

EXPIRED	Calendar Year	Allowable	Applied In	Used From	Expired	Available
	2020	\$ 75,524	\$ -	\$ 75,524	\$ -	\$ -
	2019	\$ 231,503	\$ -	\$ -	\$ 231,503	\$ -
	2018	\$ 30,294	\$ -	\$ -	\$ 30,294	\$ -
Levy Cap Bank Totals		\$ 337,321	\$ -	\$ 75,524	\$ 261,797	\$ -

Board of Fire Commissioners

District No. 2, Howell Township

Box 125 ADELPHIA, NJ 07710

The following is a list of Companies and Vendors paid over \$17,500.00 in the year 2022.

1. VFIS (Insurance)
2. Glatfelter Specialty Benefits-Insurance
3. N. J. American Water
4. Howell Township Fire Company No.1 (Adelphia Fire Co.)
5. AM Trust North America-Insurance
6. Absolute Fire Protection Company
7. Campbell Supply Company
8. Hertrich Fleet Services, Inc.
9. VALIC/Corebridge Financial-LOSAP

Frank E. Biddle III
Clerk for the Board of Fire Commissioners
District #2, Howell Township
PO Box 125
Howell NJ 07710

Robert Hulsart

From: Ford, Melissa [DCA] [Melissa.Ford@dca.nj.gov]
Sent: Friday, October 20, 2023 1:50 PM
To: Robert Hulsart
Subject: RE: [EXTERNAL] PERS Billing Howell FD #2 Adelpia

The PERS for Howell #2 are \$3,381

We have a pre-lease worksheet but not sure what is taking so long for Pensions to post.

Melissa

From: Robert Hulsart <rah@monmouth.com>
Sent: Friday, October 20, 2023 1:42 PM
To: Ford, Melissa [DCA] <Melissa.Ford@dca.nj.gov>
Subject: [EXTERNAL] PERS Billing Howell FD #2 Adelpia

Hi Melissa,

I am preparing the 2024 budget for Howell Township Fire District #2 - Adelpia (Monmouth) and I need the PERS liability for 2024. I went on the Division of Pensions but they only have last years liability. Can you provide this number or let me know where I can go to find it? Thanks!

Best,

Bob Hulsart
Howell FD #2 Auditor

BOARD OF FIRE COMMISSIONERS
District No. 2, Howell Township
P.O. Box 125, Adelphia, N.J. 07710-0125
Phone (732) 462-8619 Fax (732) 462-8401

	DESCRIPTION	LINE	2023	2024	
1	Salary & Wages	A 9-1	67,100.00	67,100.00	
2	Election	A 11-1	25,000.00	25,000.00	
3	Office Expenses	A 11-2	11,000.00	11,000.00	
4	Advertising	A 12-1	2,200.00	2,200.00	
5	Insurance	A 12-2	160,000.00	160,000.00	
6	Maintenance & Repairs	A 12-3	240,000.00	250,000.00	
7	Professional Service	A 12-4	58,000.00	58,000.00	
8	Rental Charges	A 12-5	100,000.00	100,000.00	
9	Supplies Expense	A 12-6	27,500.00	27,500.00	
10	Training & Education	A 12-7	60,000.00	60,000.00	
11	Utilities	A 12-8	77,000.00	77,000.00	
12	Hydrant Rentals	A 12-9	253,000.00	278,000.00	
13	Other Outside Service	A 12-10	32,000.00	32,000.00	
14	Promotion	A 12-12	1,200.00	1,200.00	
15	Personal Equipment	A 12-13	90,000.00	90,000.00	
16	Interlocal Services	A 12-14			
17	Capital Appropriation	E-9	800,000.00	400,000.00	
18	Capital Reserve	C-2	300,000.00	400,000.00	
19	Debt Service				
20	LOSAP	E-7	105,000.00	105,000.00	
	TOTAL		2,409,000.00	2,144,000.00	-
	Less from Surplus		(330,000.00)	(244,000.00)	
			2,079,000.00	1,900,000.00	-
	Less from Capital Reserve		(800,000.00)	(400,000.00)	
	Raise from Taxation		1,279,000.00	1,500,000.00	

LOCAL AUTHORITIES
GROUP AFFIDAVIT FORM

PRESCRIBED BY
THE NEW JERSEY LOCAL FINANCE BOARD

AUDIT REVIEW CERTIFICATE

We, the members of the governing body of Howell Fire District No. 2 being of full age and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed/elected [cross out one] members of Howell Fire District No. 2.
2. We certify, pursuant to *N.J.S.A. 40A:5A-17*, that we have each reviewed the annual audit report for the fiscal year ended December 31, 2022, and specifically the sections of the audit report entitled "General Comments" and "Recommendations."

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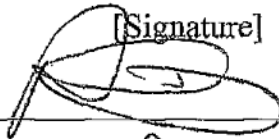



Robert Tice

George D. Patten

Frank E. Biddle III

Kathleen A. Carter

[Signature]

Sworn to and subscribed before me this 3 day of October, 2023.



AFFIDAVIT OF POSTING AND PUBLISHING NOTICE OF SPECIAL MEETING

I, the undersigned, hereby certify that a Special Meeting has been called by the Board of Fire Commissioners of Howell Fire District #2 scheduled for October 24, 2023 at 6 pm at 993 Route 33, Freehold NJ 07728.

I further certify that the District's annual election for the Board of Fire Commissioners is held on the (check one):

 X third Saturday in February

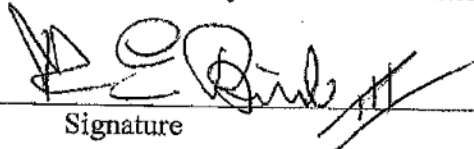
 November general election

I further certify that on Oct 4, 2023, I posted notices in the 5 following locations pursuant to N.J.S.A. 40A:14-84 (the following are potential examples of five public places in the district):

Adelphia Fire House, 925 Adelphia Road
Adelphia Fire House Station 2, 993 Route 33
Adelphia Post Office
The Country Farm Store, Rt. 524, Adelphia, NJ 07710
The Cabin Restaurant - Hwy. 33, Freehold, NJ (Howell)

I further certify that notice of the special meeting was published pursuant to N.J.S.A. 40A:14-84 on the following date(s) Oct 6, 2023 & Oct 8, 2023.*

I understand that I am subject to punishment pursuant to law if any of the above statements are willfully false.



Signature

Frank E. Biddle III
Printed Name

Clerk/Secretary
Title

Dated: Oct. 25, 2023

Please provide a copy of the notice that was posted, as well as proof of publication for the required newspaper notices. A separate certification is required to report the results of the special meeting.

* Notice publication is mandatory for special meetings held by a fire district whose annual election coincides with the November general election.

**FIRE DISTRICT SPECIAL MEETING
(N.J.S.A. 40A:14-84)
RESULTS CERTIFICATION**

Please include a copy of the Fire District Notice and Affidavit of Special Meeting Posting with this form upon submission.

Municipality:	Howell	District #:	2
County:	Monmouth		
Annual Election Held:	(check one) <input checked="" type="checkbox"/> third Saturday in February <input type="checkbox"/> November General		

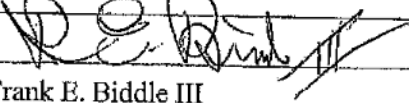
CAPITAL EXPENDITURES SUBJECT TO VOTER APPROVAL

	CAPITAL PROJECTS (add additional project columns as necessary) <i>(N.J.S.A. 40A:14-84)</i>		
	Capital #1 Description of Project: Additional money for replacement of Emergency Generator	Capital #2 Description of Project: Additional money for replacement Tractor Truck	Capital #3 Description of Project: New Chief's Command Vehicle
Amount	\$100,000.00	\$100,000.00	\$200,000.00
Total Votes	# 30	# 30	# 30
Total "Yes" Votes	# 30	# 30	# 28
Total "No" Votes	# 0	# 0	# 2
% of Yes Votes*	100 %	100 %	94 %
Total Abstaining or Absent**	# 0	# 0	# 0

* Percentage of "Yes" Votes = Total Number of "Yes" Votes ÷ Total Number of Votes Cast

**Only applies to fire districts within November Fire Commissioner Elections

It is hereby certified that this special meeting was conducted in compliance with the provisions of N.J.S.A. 40A:14-84:

Signature:		Date:	Oct. 25, 2023
Printed Name:	Frank E. Biddle III		
Title:	Clerk/Secretary		
Telephone:	732-904-2479	Fax:	732-462-8401
E-mail:	fbiddle3@verizon.net		

RESOLUTION 23-354

RESOLUTION OF THE GOVERNING BODY OF THE TOWNSHIP OF HOWELL REVIEWING AND APPROVING FIRE COMMISSIONER SALARIES FOR 2024

WHEREAS, pursuant to Resolution dated October 4, 2023 a copy of which is attached as Exhibit A, Howell Township Fire District No. 1 authorized and approved 2024 annual compensation for the Board of Fire Commissioners as follows:

President	\$9,000.00 <i>per annum</i>
Vice President	\$9,000.00 <i>per annum</i>
Treasurer	\$12,000.00 <i>per annum</i>
Secretary	\$15,400.00 <i>per annum</i>
Commissioner At Large	\$12,000.00 <i>per annum</i> ; and

WHEREAS, pursuant to Resolution dated October 2, 2023, a copy of which is attached as Exhibit B, Howell Township Fire District No. 2 authorized and approved 2024 annual compensation for the Board of Fire Commissioners as follows:

Chairman	\$10,000.00 <i>per annum</i>
Clerk/Secretary	\$12,800.00 <i>per annum</i>
Treasurer	\$12,800.00 <i>per annum</i>
Vice-Chairman	\$ 8,000.00 <i>per annum</i>
Commissioner	\$ 8,000.00 <i>per annum</i> ; and

WHEREAS, N.J.S.A. 40A:14-88 requires the salaries of members of Board of Commissioners of Fire Districts to be reviewed and approved annually by the Governing Body; and

WHEREAS, the Township Council of the Township of Howell have reviewed the proposed annual compensation for Fire Districts #1 and #2.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Howell, County of Monmouth and State of New Jersey as follows:

1. The 2024 annual compensation for the Board of Fire Commissioners Howell Township Fire District No. 1 is approved; and
2. The 2024 annual compensation for the Board of Fire Commissioners Howell Township Fire District No. 2 is approved; and

3. The Municipal Clerk shall provide copies of this resolution to the Fire Districts and to the New Jersey Department of Community Affairs.

4. A copy of this Resolution shall be kept on file for the public's inspection with the Township Clerk.

COUNCIL	MOTION	2ND	AYES	NAYS	ABSTAIN	ABSENT
<i>Councilwoman Fischer</i>						X
<i>Councilman Gasior</i>	X		X			
<i>Councilman Nadel</i>		X	X			
<i>Deputy Mayor O'Donnell</i>			X			
<i>Mayor Berger</i>						X

I, Diane Festino, Municipal Clerk of the Township of Howell, in the County of Monmouth, State of New Jersey, hereby certify this to be a true copy of the action of the Mayor and Township Council, at its Meeting held October 24, 2023. WITNESS my hand this 25th day of October 2023.

Diane Festino

Diane Festino, RMC
Municipal Clerk
Township of Howell