

2022

South Brunswick Township FD No. 2

Fire District Budget

www.sbfd2.com



Division of Local Government Services

2022 FIRE DISTRICT BUDGET
Certification Section

2022

South Brunswick Township FD No..2

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2022 - December 31, 2022

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: 02/23/2022

2022 PREPARER'S CERTIFICATION

South Brunswick Township FD No. 2

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2022 to December 31, 2022

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:	tyoung@sbfd2.com
Name:	Thomas A. Young, Jr.
Title:	Treasurer
Address:	P.O. Box 114, Monmouth Jct., NJ 08852
Phone Number:	732-329-0250
Fax Number:	732-329-0327
E-mail Address:	tyoung@sbfd2.com

2022 PREPARER'S CERTIFICATION OTHER ASSETS

South Brunswick Township FD No. 2

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2022 to December 31, 2022

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:	tyoung@sbfd2.com
Name:	Thomas A. Young, Jr.
Title:	Treasurer
Address:	P.O. Box 114, Monmouth Jct., NJ 08852
Phone Number:	732-329-0250
Fax Number:	732-329-0327
E-mail Address:	tyoung@sbfd2.com

FIRE DISTRICT INTERNET WEBSITE CERTIFICATION

Fire District's Web Address:

www.sbfd2.com

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:

Charles G. Spahr

Title of Officer Certifying Compliance:

Chairman

Signature:

espahr@sbfd2.com

2022 APPROVAL CERTIFICATION

South Brunswick Township FD No. 2

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2022 to December 31, 2022

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 December 6, 2021.

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:	dwolfe@sbfd2.com
Name:	Douglas A. Wolfe
Title:	District Clerk
Address:	P.O. Box 114, Monmouth Jct., NJ 08852
Phone Number:	732-329-0250
Fax Number:	732-329-0327
E-mail Address:	dwolfe@sbfd2.com

2022 FIRE DISTRICT BUDGET RESOLUTION

South Brunswick Township FD No. 2

FISCAL YEAR: January 1, 2022 to December 31, 2022

WHEREAS, the Annual Budget for South Brunswick Township FD No. 2 (the 'Fire District') for the fiscal year beginning January 1, 2022 and ending December 31, 2022 has been presented before the Board of Commissioners of the Fire District at its open public meeting of December 6, 2021; and

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

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,232,873.00 which includes an amount to be raised by taxation of \$1,056,000.00 and Total Appropriations of \$1,232,873.00; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on December 6, 2021 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2022 and ending December 31, 2022 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 18, 2022.

dwolfe@sbfd2.com

(Secretary's Signature)

7-Dec-21

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Charles G. Spahr	X			
Thomas A. Young, Jr.	X			
Douglas A. Wolfe	X			
Charles Smith	X			
Thomas Kazanski	X			

2022 ADOPTION CERTIFICATION

South Brunswick Township FD No. 2

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2022 to December 31, 2022

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 January 18, 2022.

Officer's Signature:	dwolfe@sbfd2.com		
Name:	Douglas A. Wolfe		
Title:	District Clerk		
Address:	P.O. Box 114, Monmouth Jct., NJ 08852		
Phone Number:	732-329-0250	Fax:	732-329-0327
E-mail address:	dwolfe@sbfd2.com		

2022 ADOPTED BUDGET RESOLUTION

South Brunswick Township FD No. 2

FISCAL YEAR: January 1, 2022 to December 31, 2022

WHEREAS, the Annual Budget for the South Brunswick Township FD No. 2 (the 'Fire District') for the fiscal year beginning January 1, 2022 and ending December 31, 2022 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 18, 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 is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,232,873.00 which includes amount to be raised by taxation of \$1,056,000.00, and Total Appropriations of \$1,232,873.00; and

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

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on January 18, 2022 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2022 and ending December 31, 2022 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,232,873.00, which includes amount to be raised by taxation of \$1,056,000.00, and Total Appropriations of \$1,232,873.00; 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.

dwolfe@sbfd2.com

(Secretary's Signature)

1/18/2022

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Charles G. Spahr	X			
Thomas A. Young, Jr.	X			
Douglas A. Wolfe	X			
Charles Smith	X			
Thomas Kazanski	X			

2022 FIRE DISTRICT BUDGET
Narrative and Information Section

2022 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

South Brunswick Township FD No. 2

FISCAL YEAR: January 1, 2022 to December 31, 2022

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 2022 proposed Annual Budget and make comparison to the 2021 adopted budget.

Total proposed appropriations of \$1,232,873 represent an increase of \$32,205 (+2.7%) from the 2021 adopted budget. The budget will be funded by a \$1,056,000 tax levy, utilization of \$171,393 of fund balance, and \$5,480 of other revenues.

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.

Travel Expenses - are up \$3,000 (+ 166.7%) due to anticipated travel expenses related to vendor visits to finalize specifications related to the anticipated purchase of a new aerial truck in 2023. Interest payments on Debt Service - decreased by \$2,094 (-32.6%) due to the application of more to principal. Total Debt Service is unchanged from the 2021 Adopted Budget.

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 proposed amount to be raised by taxation of \$1,056,000 is \$20,000 (+ 1.9%) higher than the 2021 adopted budget and is Property Tax Levy Cap compliant. It is anticipated that the tax rate will remain at \$.043 per hundred as what was realized in 2021 which is a reduction from the budgeted rate of \$.044 per hundred. There is no anticipated significant impact on the following year's budget due to the use of \$171,393 of unreserved fund balance in the proposed Annual Budget as there remains a projected balance after utilization of \$304,434.

2022 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

South Brunswick Township FD No. 2

FISCAL YEAR: January 1, 2022 to December 31, 2022

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.

No

6. If the Fire District plans to pass a Resolution for the Release of Restricted Fund Balance to be used in the 2022 proposed operating budget, explain the reason and purposes of the appropriation.

N/A

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.

Proposed capital appropriations of \$268,012 is entirely being reserved for future capital outlay as there are no proposed capital improvement projects for 2022. Total debt service of \$103,345 is the same as the current year adopted budget and will remain the same through 2023 at which time current outstanding debt will be retired.

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.

N/A

2022 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

South Brunswick Township FD No. 2

FISCAL YEAR: January 1, 2022 to December 31, 2022

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.

N/A

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	\$2,475,014,700
Proposed Tax Rate per \$100 of Assessed Valuation	\$ 0.0430

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	N/A	Yes	N/A
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FIRE DISTRICT CONTACT INFORMATION

2022

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

Name of Fire District:	South Brunswick Township FD No. 2		
<i>Address:</i>	P.O. Box 114		
<i>City, State, Zip:</i>	Monmouth Junction	NJ	08852
<i>Phone: (ext.)</i>	732-329-0250	<i>Fax:</i>	732-329-0327
<i>Fire District E-mail:</i>	ssmith@sbfd2.com		

Preparer's Name:	Thomas A. Young, Jr.		
<i>Preparer's Address:</i>	P.O. Box 114		
<i>City, State, Zip:</i>	Monmouth Junction	NJ	08852
<i>Phone: (ext.)</i>	732-329-0250	<i>Fax:</i>	732-329-0327
<i>E-mail:</i>	tyoung@sbfd2.com		

Chairperson:	Charles G. Spahr		
<i>Phone: (ext.)</i>	732-329-0250	<i>Fax:</i>	732-329-0327
<i>E-mail:</i>	cspahr@sbfd2.com		

Secretary:	Douglas A. Wolfe		
<i>Phone: (ext.)</i>	732-329-0250	<i>Fax:</i>	732-329-0327
<i>E-mail:</i>	dwolfe@sbfd2.com		

Treasurer:	Thomas A. Young, Jr.		
<i>Phone: (ext.)</i>	732-329-0250	<i>Fax:</i>	732-329-0327
<i>E-mail:</i>	tyoung@sbfd2.com		

Name of Auditor:	Michael Holt, CPA, RMA, PSA		
<i>Name of Firm:</i>	Holt, McNally & Associates, Inc.		
<i>Address:</i>	618 Stokes Road		
<i>City, State, Zip:</i>	Medford	NJ	08055
<i>Phone: (ext.)</i>	609-953-0612	<i>Fax:</i>	609-257-0008
<i>E-mail:</i>	mholt@hmacpainc.com		

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

South Brunswick Township FD No. 2

FISCAL YEAR: January 1, 2022 to December 31, 2022

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.

- 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?

Yes

- 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.*

- 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

Yes

- 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.

- 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.

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE (CONTINUED)

South Brunswick Township FD No. 2

FISCAL YEAR: January 1, 2022 to December 31, 2022

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:

<i>a) the year it was implemented</i>	1999
<i>b) the total number of volunteer members presently eligible to participate</i>	30
<i>c) the total number of volunteer members presently vested</i>	26
<i>d) whether the annual contribution for each vested member is fixed or based on an automatic increase</i>	Fixed
<i>e) the total LOSAP budgeted for the current year</i>	\$ 42,432.00
<i>f) whether the Fire District has required the Plan Contractor to submit its annual financial statement to the Director of the Division of Local Government Services pursuant to N.J.A.C. 5:30-14.49.</i>	Yes

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

South Brunswick Township FD No. 2

FISCAL YEAR: January 1, 2022 to December 31, 2022

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.

South Brunswick Township FD No. 2
Middlesex

Reportable Compensation from Fire District

(W-2/1099)

Name		Title	Average Hours per Week Dedicated to Position	Commissioner	Former Officer	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
						Base Salary/ Stipend	Bonus				
1	Charles G. Spahr	Chairman	N/A	X		\$ 4,388.74				\$	4,388.74
2	Charles Smith	Vice-Chairman	N/A	X		\$ 4,096.16				\$	4,096.16
3	Thomas A. Young, Jr.	Treasurer	N/A	X		\$ 10,621.56				\$	10,621.56
4	Douglas A. Wolfe	District Clerk	N/A	X		\$ 4,681.32			\$ 20,998.38	\$	25,679.70
5	Thomas Kazanski	Commissioner	N/A	X		\$ 3,901.10				\$	3,901.10
6	Scott Smith	District Coordinator	40			\$ 82,998.20			\$ 38,771.59	\$	121,769.79
7										\$	-
8										\$	-
9										\$	-
10										\$	-
11										\$	-
12										\$	-
13										\$	-
14										\$	-
15										\$	-
Total:						\$ 110,687.08	\$ -	\$ -	\$ 59,769.97	\$	170,457.05

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:

South Brunswick Township FD No. 2

Middlesex

Annual Cost									
	# of Covered Members (Medical & Rx) Proposed Budget	Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)	
Active Employees - Health Benefits - Annual Cost									
Single Coverage			-			-		0.0%	
Parent & Child			-			-		0.0%	
Employee & Spouse (or Partner)			-			-		0.0%	
Family	1	39,124.00	39,124.00	1	45,212.00	45,212.00	(6,088.00)	-13.5%	
Employee Cost Sharing Contribution (enter as negative -)			(9,124.00)			(5,411.00)	(3,713.00)	68.6%	
Subtotal	1		30,000.00	1		39,801.00	(9,801.00)	-24.6%	
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	1	22,014.00	22,014.00	1	21,932.00	21,932.00	82.00	0.4%	
Employee Cost Sharing Contribution (enter as negative -)								0.0%	
Subtotal	1		22,014.00	1		21,932.00	82.00	0.4%	
GRAND TOTAL									
	2		52,014.00	2.00		61,733.00	(9,719.00)	-15.7%	

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

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

Yes
Yes

South Brunswick Township FD No. 2
Middlesex

Complete the below table for the Fire District's accrued liability for compensated absences.

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2021	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Total liability for accumulated compensated absences at January 1, 2021 (all pages)		\$ -			

**2022 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:	South Brunswick Township FD No. 2
County:	Middlesex
Year:	2022

Levy Cap Calculation Summary	
2021 Adopted Budget - Amount to be Raised by Taxation	\$ 1,036,000.00
Cap Bank Available from 2019 (See Levy Cap Certification)	\$ 238,973.00
Cap Bank Available from 2020 (See Levy Cap Certification)	\$ 18,505.00
Cap Bank Available from 2021 (See Levy Cap Certification)	\$ 33,377.00
Cap Bank Used from 2019	
Cap Bank Used from 2020	
Cap Bank Used from 2021	
Changes in Service Provider (+/-)	
DLGS Approved Adjustments	
Cancelled or Unexpended Referendum Amount (Enter as a positive number)	
Assessed Valuation of District for adopted budget	\$ 2,458,080,600.00
New Ratables - Increase in Valuations (New Construction and Additions)	\$ 16,934,100.00
Adopted Fire District Tax Rate (three decimals) per \$100	\$0.043
Projected Tax Rate based upon Proposed Levy	0.042666413

Budget Summary

South Brunswick Township FD No. 2 Middlesex

	<i>2022 Proposed Budget</i>	<i>2021 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	171,393.00	159,038.00	12,355.00	7.8%
Total Miscellaneous Anticipated Revenues	-	-	-	0.0%
Total Sale of Assets	-	-	-	0.0%
Total Interest on Investments & Deposits	100.00	250.00	(150.00)	-60.0%
Total Other Revenue	-	-	-	0.0%
Total Operating Grant Revenue	5,380.00	5,380.00	-	0.0%
Total Revenues Offset with Appropriations	-	-	-	0.0%
Total Revenues and Fund Balance Utilized	176,873.00	164,668.00	12,205.00	7.4%
Amount to be Raised by Taxation to Support Budget	1,056,000.00	1,036,000.00	20,000.00	1.9%
Total Anticipated Revenues	1,232,873.00	1,200,668.00	32,205.00	2.7%
APPROPRIATIONS				
Total Administration	364,986.00	362,297.00	2,689.00	0.7%
Total Cost of Operations & Maintenance	452,730.00	446,180.00	6,550.00	1.5%
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	43,800.00	42,432.00	1,368.00	3.2%
Total Capital Appropriations	268,012.00	246,413.00	21,599.00	8.8%
Total Principal Payments on Debt Service	99,021.00	96,928.00	2,093.00	2.2%
Total Interest Payments on Debt	4,324.00	6,418.00	(2,094.00)	-32.6%
Total Appropriations	1,232,873.00	1,200,668.00	32,205.00	2.7%
ANTICIPATED SURPLUS (DEFICIT)	-	-	-	0.0%

**South Brunswick Township FD No. 2
Middlesex**

	<i>2022 Proposed Budget</i>	<i>2021 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
<i>Fund Balance Utilized</i>				
Unrestricted Fund Balance	171,393.00	159,038.00	12,355.00	7.8%
Restricted Fund Balance	-	-	-	0.0%
Total Fund Balance Utilized	171,393.00	159,038.00	12,355.00	7.8%
<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	-	-	-	0.0%
<i>Sale of Assets (List Individually)</i>				
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
Total Sale of Assets	-	-	-	0.0%
<i>Interest on Investments & Deposits (List Accounts Separately)</i>				
Operating Account - Checking/Savings	100.00	250.00	(150.00)	-60.0%
			-	0.0%
			-	0.0%
			-	0.0%
Total Interest on Investments & Deposits	100.00	250.00	(150.00)	-60.0%
<i>Other Revenue (List in Detail)</i>				
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
Total Other Revenue	-	-	-	0.0%
<i>Operating Grant Revenue (List in Detail)</i>				
Supplemental Fire Service Act (P.L.1985,c.295)	5,380.00	5,380.00	-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
Total Operating Grant Revenue	5,380.00	5,380.00	-	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	-	-	-	0.0%
<u>Other Revenues Offset with Appropriations (List)</u>				
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
Total Other Revenues Offset with Appropriations	-	-	-	0.0%
Total Revenues Offset with Appropriations	-	-	-	0.0%
TOTAL REVENUES AND FUND BALANCE UTILIZED	176,873.00	164,668.00	12,205.00	7.4%

**South Brunswick Township FD No. 2
Middlesex**

	2022 Proposed Budget	2021 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<i>Administration - Personnel</i>				
Salary & Wages (excluding Commissioners)	124,000.00	120,480.00	3,520.00	2.9%
Commissioners	29,000.00	29,000.00	-	0.0%
Fringe Benefits	75,196.00	82,877.00	(7,681.00)	-9.3%
Total Administration - Personnel	228,196.00	232,357.00	(4,161.00)	-1.8%
<i>Administration - Other (List)</i>				
Election	8,700.00	8,000.00	700.00	8.8%
Shared Services	80,000.00	80,000.00	-	0.0%
Supplemental Schedule - Appropriation Detail	48,090.00	41,940.00	6,150.00	14.7%
Contingent Expenses			-	0.0%
			-	0.0%
			-	0.0%
Total Administration - Other	136,790.00	129,940.00	6,850.00	5.3%
Total Administration	364,986.00	362,297.00	2,689.00	0.7%
<i>Cost of Operations & Maintenance - Personnel</i>				
Salary & Wages	-		-	0.0%
Fringe Benefits	42,000.00	45,000.00	(3,000.00)	-6.7%
Total Operations & Maintenance - Personnel	42,000.00	45,000.00	(3,000.00)	-6.7%
<i>Cost of Operations & Maintenance - Other (List)</i>				
Advertising	1,300.00	1,200.00	100.00	8.3%
Insurance	37,000.00	36,000.00	1,000.00	2.8%
Supplemental Schedule - Appropriation Detail (cont.)	332,430.00	323,980.00	8,450.00	2.6%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable Computer Equipment	8,150.00	8,150.00	-	0.0%
Other Assets, Non-Bondable Fire Operations Equipment	25,000.00	25,000.00	-	0.0%
Other Assets, Non-Bondable Misc./Unidentified Equipment	6,850.00	6,850.00	-	0.0%
Total Operations & Maintenance - Other	410,730.00	401,180.00	9,550.00	2.4%
Total Operations & Maintenance	452,730.00	446,180.00	6,550.00	1.5%
<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>				
			-	0.0%
			-	0.0%
			-	0.0%
Contingent Expenses			-	0.0%
			-	0.0%
			-	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>				
			-	0.0%
			-	0.0%
			-	0.0%
			-	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)	43,800.00	42,432.00	1,368.00	3.2%
Total Capital Appropriations	268,012.00	246,413.00	21,599.00	8.8%
Total Principal Payments on Debt Service	99,021.00	96,928.00	2,093.00	2.2%
Total Interest Payments on Debt	4,324.00	6,418.00	(2,094.00)	-32.6%
TOTAL APPROPRIATIONS	1,232,873.00	1,200,668.00	32,205.00	2.7%

APPROPRIATION DETAIL PAGE

South Brunswick Township FD No. 2

FISCAL YEAR: January 1, 2022 to December 31, 2022

Use the space below to provide further detail of any Appropriations listed on "F-3 Appropriations (Proposed)"

[illegible]

Middlesex

[illegible]Page F-4

South Brunswick Township FD No. 2
Middlesex

Date of Local Finance Board Approval			Current Year	2022	2023	2024	2025	2026	2027	Thereafter	Total Principal Outstanding
Date of Voter Approval	% of Voter Approval		2021								
General Obligation Bonds											
											\$ -
Total Principal - General Obligation Bonds			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Anticipation Notes											
Total Principal - BANs			-	-	-	-	-	-	-	-	-
Capital Leases											
New Pump	12/07/15	100%	10/19/16	96,928.00	99,021.00	101,157.00					200,178.00
Total Principal - Capital Leases			96,928.00	99,021.00	101,157.00						200,178.00
Intergovernmental Loans											
Total Principal - Intergovernmental Loans											
Other Bonds or Notes Payable											
Total Principal - Other Bonds or Notes			96,928.00	99,021.00	101,157.00						200,178.00
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		

South Brunswick Township FD No. 2
Middlesex

	Current Year 2021	2022	2023	2024	2025	2026	2027	Thereafter	Total Interest Payments Outstanding
<i>General Obligation Bonds</i>									
Total Interest - General Obligation Bonds									
<i>Bond Anticipation Notes</i>									
Total Interest Payments - BANs									
<i>Capital Leases</i>									
New Pumper	6,418.00	4,324.00	2,184.00						6,508.00
Total Interest Payments - Capital Leases	6,418.00	4,324.00	2,184.00						6,508.00
<i>Intergovernmental Loans</i>									
Total Interest Payments - Intergovernmental									
<i>Other Bonds or Notes Payable</i>									
Total Interest Payments - Other Bonds or Notes									
TOTAL INTEREST ALL OBLIGATIONS	6,418.00	4,324.00	2,184.00						6,508.00

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			

South Brunswick Township FD No. 2
Middlesex

UNRESTRICTED FUND BALANCE

Beginning balance January 1, 2021 (1)	\$ 581,418.26
Plus: Accrued Unfunded Pension Liability (1)	
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	
Less: Utilized in 2021 Adopted Budget	\$ 159,038.00
Proposed balance available	\$ 422,380.26
Estimated results of operations for the year ending December 31, 2021	\$ 53,447.10
Anticipated balance December 31, 2021	\$ 475,827.36
Less: Fund Balance utilized in 2022 Proposed Budget	\$ 171,393.00
Proposed balance after utilization in 2022 Proposed Budget	\$ 304,434.36

RESTRICTED FUND BALANCE

Beginning balance January 1, 2021 (1)	\$ 1,082,739.81
Less: Utilized in 2021 Adopted Budget	\$ -
Proposed balance available	\$ 1,082,739.81
Estimated results of operations for the year ending December 31, 2021	\$ 231,409.39
Anticipated balance December 31, 2021	\$ 1,314,149.20
Less: Restricted Fund Balance used in 2022 Proposed Budget for Capital Purposes	
Less: Restricted Fund Balance released via Referendum Resolution	\$ -
Proposed balance after utilization in 2022 Proposed Budget	\$ 1,314,149.20

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

**South Brunswick Township FD No. 2
Middlesex**

Summary of Referendum Line Items	<i>2022 Proposed Budget Amount Requested</i>	<i>2021 Final Budget</i>
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>2022 Proposed Budget Amount Requested</i>	<i>2021 Final Budget</i>
Total Release of Restricted Fund Balance	\$ -	\$ -

**South Brunswick Township FD No. 2
Middlesex**

LEVY CAP CALCULATION

Prior Year Amount to be Raised by Taxation for Fire District Purposes	1,036,000.00
Changes in Service Provider (+/-)	-
DLGS Approved Adjustments	-
Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation	<u>1,036,000.00</u>
Plus: 2% Cap Increase	<u>20,720.00</u>
ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS	<u><u>1,056,720.00</u></u>

Exclusions

Shared Service Exclusion	-
Change in Total Debt Service Appropriation	-
Allowable Pension Increases	1,766.00
Allowable Increase in Health Care Costs	-
Changes in LOSAP Contributions (+/-)	1,368.00
Extraordinary Costs due to a "Declared" Emergency	-
Net Capital Improvement Fund and/or Down Payment on Improvements	<u>21,599.00</u>
Total Exclusions	<u>24,733.00</u>

Less: Cancelled or Unexpended Referendum Amounts

Increase in Ratable Valuation (New Construction/Additions)	16,934,100.00	
Prior Year Local Fire District Tax Rate (3 decimals/\$100)	\$0.043	<u>7,281.66</u>

ADJUSTED TAX LEVY

Amount Utilized from Levy Cap Bank from 2019	-
Amount Utilized from Levy Cap Bank from 2020	-
Amount Utilized from Levy Cap Bank from 2021	-
Maximum Tax Levy Before Referendum	<u>1,088,734.66</u>
Amount Proposed for Levy Cap Referendum	<u>-</u>

MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION

1,088,734.66

CAP BANK CALCULATION

Amount to be Raised by Taxation	1,056,000.00	
Cap Bank Available from Prior Year (2019) for 2022 Budget	238,973.00	
Cap Bank Available from Prior Year (2020) for 2022 Budget	<u>18,505.00</u>	
Revised Cap Bank from Prior Year (2021) Available for 2022 Budget		18,505.00
Cap Bank Available from Prior Year (2021) for 2022 Budget	<u>33,377.00</u>	
Revised Cap Bank from Prior Year (2021) Available for 2023 Budget		33,377.00
Cap Bank from Current Year (2022) Available for 2023 Budget		<u>32,734.66</u>
Cap Bank Available from (2022) for 2023 Budget		<u><u>32,734.66</u></u>

[illegible]

South Brunswick Township FD No. 2

Middlesex

PENSION CONTRIBUTION CALCULATION

2022 Proposed Budget PERS Contribution Appropriated	\$ 13,539.00
2022 Proposed Budget PFRS Contribution Appropriated	\$ -
Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs	\$ -
Net 2022 Base Amount	\$ 13,539.00
2021 Adopted Budget PERS Contribution	\$ 11,773.00
2021 Adopted Budget PFRS Contribution	
Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs	
Net 2021 Base Amount	\$ 11,773.00
Pension Contribution Exclusion	\$ 1,766.00

LOSAP CALCULATION

2022 Proposed Budget LOSAP Appropriation	\$ 43,800.00
2021 Adopted Budget LOSAP Appropriation	\$ 42,432.00
LOSAP Exclusion (+/-)	\$ 1,368.00

DEBT SERVICE CALCULATION

2022 Proposed Budget Total Debt Service Appropriation	\$ 103,345.00
2022 Proposed Budget Debt Service Appropriation Offset from Restricted Fund	\$ -
2022 Proposed Budget Debt Service Appropriation Offset from Grant Revenue	\$ -
2022 Proposed Budget Debt Service Appropriation Offset from Unrestricted Fund	\$ -
2022 Base Amount	\$ 103,345.00
2021 Adopted Budget Total Debt Service Appropriation	\$ 103,346.00
2021 Adopted Budget Debt Service Appropriation Offset from Restricted Fund	\$ -
2021 Adopted Budget Debt Service Appropriation Offset from Grant Fund	\$ -
2021 Adopted Budget Debt Service Appropriation Offset from Unrestricted Fund	\$ -
2021 Base Amount	\$ 103,346.00
Debt Service Exclusion	\$ -

CAPITAL APPROPRIATION CALCULATION

2022 Proposed Budget Total Capital Appropriation	\$ 268,012.00
2022 Proposed Budget Capital Appropriation Offset from Restricted Fund	\$ -
2022 Proposed Budget Capital Appropriation Offset from Grant Revenue	\$ -
2022 Proposed Budget Capital Appropriation Offset from Unrestricted Fund	\$ -
2022 Base Amount	\$ 268,012.00
2021 Adopted Budget Total Capital Appropriation	\$ 246,413.00
2021 Adopted Budget Capital Appropriation Offset from Restricted Fund	\$ -
2021 Adopted Budget Capital Appropriation Offset from Grant Revenue	\$ -
2021 Adopted Budget Capital Appropriation Offset from Unrestricted Fund	\$ -
2021 Base Amount	\$ 246,413.00
Capital Expenditure Exclusion	\$ 21,599.00

HEALTH INSURANCE EXCLUSION CALCULATION

SFY 2022	5.0%
2022 Proposed Budget Administration Health Insurance Appropriation	\$ 52,014.00
2022 Proposed Budget Operations & Maintenance Health Insurance Appropriation	\$ -
2022 Proposed Budget Group Health Insurance	\$ 52,014.00
2021 Adopted Budget Administration Health Insurance Appropriation	61,733
2021 Adopted Budget Operations & Maintenance Health Insurance Appropriation	
2021 Adopted Budget Group Health Insurance	\$ 61,733.00
Net Increase (Decrease)	\$ (9,719.00)
Net Increase Divided by 2021 Amount Budgeted = % Increase	0.00%
SFY 2022 State Health Average 0% Less 2% = % Increase Added to Current Levy	0.00%
% Increase less % Increase Exclusion = % Increase Inside Cap	0.00%
% Increase Inside Cap * 2021 Expended = Added Amount Inside Cap	\$ -
% Increase Exclusion * 2021 Expended = 2022 Appropriation Added to Levy	\$ -
Amount Above the Levy Exclusion (Actual Increase - State Health Benefit Average)	\$ -
2022 Increase in Appropriation	\$ -

South Brunswick Fire District No. 2

2022 FIRE DISTRICT BUDGET

Other Supporting Documentation

SUPPLEMENTAL QUESTIONNAIRE DETAIL

South Brunswick FD No. 2

FISCAL YEAR: January 1, 2022 to December 31, 2022

'4b. Commissioner Charles Smith is the father of full-time District Coordinator Scott Smith. Coordinator Smith was hired in June 2011. Prior to the hiring, Commissioner Smith had been a commissioner since February 1996 and had resigned from the Board of Fire Commissioners prior to the hiring of Coordinator Smith. Subsequent to the hiring, the Board of Fire Commissioners received a verbal ruling from the Department of Community Affairs stating that it was permitted for Commissioner Smith to sit on the Board provided that he does not participate in any discussions or vote on any personnel matters regarding salary and wages/benefits regarding the District Coordinator's position. Commissioner Smith was re-elected to the office of Fire Commissioner in February 2012 and has served again on the Board since March 2012 until the present time. Since his return, Commissioner Smith has excused himself from all open and executive session discussions or votes pertaining to the employment of the District Coordinator.

4b. Anne Chibbaro and Patricia Wolfe were each paid \$120 as poll workers for the annual district election and are the sister-in-law and wife, respectively, of Commissioner Douglas Wolfe.

5g. Both Chief Smith & Deputy Chief Wert are permitted the use of a chief's vehicle so as to be available to respond directly to any emergency calls that may arise on a 24/7 basis.

9. The district has written agreements with six other entities to provide fire protection or EMS services that are hereby attached in FAST.

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 2022**

Select Fire District: South Brunswick Township Fire District No. 2

Fire District: **South Brunswick Township Fire District No. 2**

Municipality: **South Brunswick Township**

County: **Middlesex**

FD-Code: **1221-02**

2021 Levy Cap Calculation Summary

Maximum Allowable Amount to be Raised by Taxation:

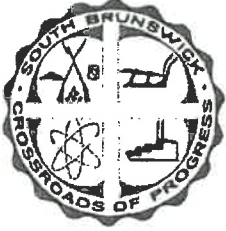
1,069,377

Amount to be Raised by Taxation:

1,036,000

ACTIVE	Calendar Year	Allowable	Applied In	Used From	Expired	Available
	2021	\$ 33,377	\$ -	\$ -	\$ -	\$ 33,377
	2020	\$ 18,505	\$ -	\$ -	\$ -	\$ 18,505
	2019	\$ 238,973	\$ -	\$ -	\$ -	\$ 238,973
Levy Cap Bank Totals		\$ 290,855	\$ -	\$ -	\$ -	\$ 290,855

EXPIRED	Calendar Year	Allowable	Applied In	Used From	Expired	Available
	2018	\$ 77,402	\$ -	\$ -	\$ 77,402	\$ -
	2017	\$ 101,041	\$ -	\$ -	\$ 101,041	\$ -
	2016	\$ -	\$ 2,170	\$ -	\$ -	\$ -
Levy Cap Bank Totals		\$ 178,443	\$ 2,170	\$ -	\$ 178,443	\$ -



TOWNSHIP OF SOUTH BRUNSWICK

Municipal Building • P.O. Box 190 • Monmouth Junction, NJ 08852-0190

Phone
732-329-4000
Ext. 7854
Fax
732-274-8864

November 1, 2021

Board of Commissioners
Fire District #2
P.O. Box 114
Monmouth Jct., NJ 08852

Enclosed is the CNC-3 Fire District form for 2021 for your District. If you have any further questions, please contact Mark Fitzpatrick, Tax Assessor or myself at the contact information listed below.

Sincerely,

Kathie Gilliland, CTC
Tax Collector
Phone 732-329-4000 X7307
Fax 732-274-8864
Email kgillila@sbtnj.net

Cc: Mark Fitzpatrick, Tax Assessor

**CERTIFICATION OF NEW CONSTRUCTION/IMPROVEMENTS/
PARTIAL ASSESSMENTS**

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

Municipality: TOWNSHIP OF SOUTH BRUNSWICK

County: MONMOUTH

Fire District Code: F02

Total Number of Fire Districts: 3

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.

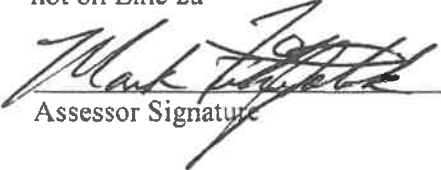
\$ 2458080600 (1)

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

\$ 16934100 (2a)

— \$ N/A (2b)

= \$ 16934100 (2c)


Assessor Signature

11/1/21
Date

TAX COLLECTOR

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

.043 (3)

4. Amount of permitted revenue increase =

Line 2c * Line 3

(N.J.S.A. 40A:4-45.45)

\$ 7,281.67 (4)


Tax Collector Signature

11-1-21
Date

THE COMMISSIONERS OF FIRE DISTRICT NO. 2
IN THE TOWNSHIP OF SOUTH BRUNSWICK
COUNTY OF MIDDLESEX

Resolution #21-20

Establishing the Compensation for Members of the Board of Fire Commissioners
For Fiscal Year 2022

WHEREAS, N.J.S.A. 40A:14-88 provides that each member of the Board of Fire Commissioners shall receive as compensation such amounts as the Board shall fix; and

WHEREAS, N.J.S.A. 40A:14-88 further provides that the compensation so fixed shall be subject to review by the governing body wherein the Fire District is located; and

WHEREAS, the compensation for members of the Board is set forth in Schedule A to the resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex as follows:

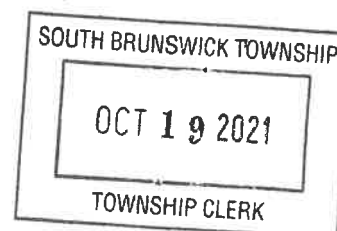
- (1) The Commissioners shall receive the compensation set forth on the attached schedule subject to review by the governing body of the municipality.
- (2) A copy of this resolution shall be forwarded to the governing body of the municipality upon adoption.

SCHEDULE A

CHAIRMAN	\$4,500.00 x 1	=	\$4,500.00
VICE-CHAIRMAN	\$4,200.00 x 1	=	\$4,200.00
TREASURER	\$11,500.00 x 1	=	\$11,500.00
CLERK	\$4,800.00 x 1	=	\$4,800.00
COMMISSIONER	\$4,000.00 x 1	=	\$4,000.00

I do hereby certify that the foregoing is a true copy of the resolution passed by the Commissioners of Fire District No. 2 in the Township of South Brunswick, County of Middlesex, at a public meeting duly held on the 18th day of October 2021.


Douglas A. Wolfe / District Clerk





South Brunswick Township

540 Ridge Road
Monmouth Junction, NJ 08852
Telephone: (732) 329-4000

November 24, 2021

|||||

Scott Smith, Fire District Coordinator
South Brunswick Township Fire District #2
Monmouth Junction Vol. Fire Department
573 Ridge Road, P.O. Box 114
Monmouth Junction, NJ 08852

Dear Mr. Smith:

Please be advised that the Mayor and Council of the Township of South Brunswick, at a meeting held on November 23, 2021, considered the following enclosed legislative document(s):

Resolution RES-2021-431

Adopted [Unanimous]

Authorizing the Rate of Compensation for Fire District Commissioners in Fire District #2 for the Year 2022

Should you have any questions feel free to contact me at ext. 7313.

Sincerely yours,


Barbara Nyitrai, Township Clerk



RESOLUTION 2021-431

Authorizing the Rate of Compensation for Fire District Commissioners in Fire District #2 for the Year 2022

WHEREAS, N.J.S.A. 40A:14-88 provides that each member of the Board of Fire Commissioners shall receive as compensation such amounts as the Board shall fix, subject to review by the governing body wherein the fire district is located; and

WHEREAS, the Board of Fire Commissioners, Fire District #2, has fixed the compensation for each of its Board members for the year 2022 as follows:

Chairman	\$ 4,500.00	
Vice Chairman	\$ 4,200.00	
Treasurer	\$11,500.00	
Clerk	\$ 4,800.00	
Commissioner	\$ 4,000.00	; and

WHEREAS, the Township Council has reviewed the amounts of compensation fixed by Fire District #2 and approves and ratifies same;

NOW THEREFORE BE IT RESOLVED on this 23rd day of November, 2021, by the Township Council of the Township of South Brunswick, County of Middlesex, State of New Jersey, that:

1. The Township Council hereby approves that the Fire Commissioners of Fire District #2 shall be compensated as set forth above.
2. A certified copy of this resolution shall be served upon the Secretary of Fire District #2, and a copy of same shall be on file with the Township Clerk.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Joseph Camarota, Deputy Mayor
SECONDER:	Josephine "Jo" Hochman, Councilwoman
AYES:	Bierman, Camarota, Grover, Hochman, Carley

This is to certify that the foregoing is a true copy of a Resolution Adopted at the South Brunswick Township Council meeting held on November 23, 2021.


Barbara Nyitrai, Township Clerk

AGREEMENT

This AGREEMENT made this 16th day of October, 2017.

BETWEEN: The Commissioners of Fire District #2 in the Township of South Brunswick, County of Middlesex, State of New Jersey, hereinafter referred to as "District"

AND: Brookview Volunteer Fire Company
hereinafter referred to as "Company".

1. District is a Fire District organized pursuant to the laws of the State of New Jersey for the purpose of providing fire protection services to the residents of the area of Fire District #2 in South Brunswick Township, Middlesex County, New Jersey and said District is governed by The Board of Fire Commissioners.
2. Company is a volunteer fire company organized pursuant to the laws of the State of New Jersey, located in East Brunswick, New Jersey.
3. Company is in closer proximity to some areas of Fire District #2 than is the volunteer Fire Company operating within the jurisdiction of said District and has expressed willingness to furnish back up response to structural fire alarms, any reported fires (such as vehicle, brush, rubbish, etc) and any other incident type mutually agreed upon that the volunteer fire company wishes to have assistance with, within that territorial area.
4. Company will be responsible for workers compensation and all other health and accident and liability protection for its firefighters while engaged in furnishing the fire protection aforesaid and shall furnish proof of same to District upon request but at least once each year. Failure to maintain such insurance coverage shall result in termination of this Agreement, and Company shall indemnify and save harmless District from any non-compliance with provisions of this section.
5. Company shall meet and comply with all OSHA, State and NFPA requirements as they relate to firefighting. Company upon request shall certify that firefighters responding into Fire District #2 boundaries meet these requirements.
6. The Fire Chief or highest ranking officer of Company shall be in charge of the fire scene upon the response of Company to any fire call within purview of this Agreement until such time as the Chief of the Monmouth Junction Volunteer Fire Dept., or his designee arrives on the scene. Company shall then turn over command to the ranking officer of the Monmouth Junction Volunteer Fire Dept.
7. Company represents that any municipal approval required as a prerequisite of Company entering into this Agreement has been obtained.
8. Company will be provided with and will adhere to all policies and standard operating guidelines established by District and the Monmouth Junction Vol. Fire Department governing fire companies within its jurisdiction while engaged in firefighting activities pursuant hereto. Company shall use and follow the Incident Command System at all incidents.

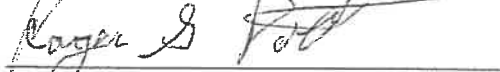
9. Any equipment issued to Company, such as portable radios, shall be properly cared for and used by trained personnel of said Company, in accordance with the Standard Operating Guidelines developed by the Monmouth Junction Vol. Fire Department. If any such equipment becomes damaged, defective or lost, the Chief of the Monmouth Junction Vol. Fire Department shall be notified immediately.
10. District will pay to the Company \$750.00 as compensation for providing back up fire coverage.
11. This agreement shall commence on January 1, 2018 and shall continue for a term of one year, renewing itself automatically if neither party notifies the other of its intention to terminate or re-negotiate the Agreement by December 1, provided that either party may terminate this Agreement without penalty and without just cause upon 60 days prior written notice.
12. This Agreement shall supersede any prior or existing Agreement, written or oral, expressed or implied.
13. Any notices to be provided hereunder shall be directed to the Clerk or Secretary of Company.
14. This Agreement shall become effective upon approval by Resolution by each of the parties and execution by the President and Chairman respectively of Company and District and attestation respectively by the Secretary and Clerk. Each executed copy of this Agreement shall constitute an original.

IN WITNESS WHEREOF, the parties hereto set their hands and seals or caused their presents to be signed and their seals affixed the day and year first above written.

ATTEST:

COMMISSIONERS OF FIRE DISTRICT #2

In the Township of South Brunswick, Middlesex County, New Jersey


Clerk, Fire District # 2


Chairman, Fire District #2


FIRE COMPANY
Secretary, Fire Company


President, Fire Company

AGREEMENT

This AGREEMENT made this 16th day of October, 2017.

BETWEEN: The Commissioners of Fire District #2 in the Township of South Brunswick, County of Middlesex, State of New Jersey, hereinafter referred to as "District"

AND: Cranbury Volunteer Fire Company
hereinafter referred to as "Company".

1. District is a Fire District organized pursuant to the laws of the State of New Jersey for the purpose of providing fire protection services to the residents of the area of Fire District #2 in South Brunswick Township, Middlesex County, New Jersey and said District is governed by The Board of Fire Commissioners.
2. Company is a volunteer fire company organized pursuant to the laws of the State of New Jersey, located in Cranbury, New Jersey.
3. Company is in closer proximity to some areas of Fire District #2 than is the volunteer Fire Company operating within the jurisdiction of said District and has expressed willingness to furnish back up response to structural fire alarms, any reported fires (such as vehicle, brush, rubbish, etc) and any other incident type mutually agreed upon that the volunteer fire company wishes to have assistance with, within that territorial area.
4. Company will be responsible for workers compensation and all other health and accident and liability protection for its firefighters while engaged in furnishing the fire protection aforesaid and shall furnish proof of same to District upon request but at least once each year. Failure to maintain such insurance coverage shall result in termination of this Agreement, and Company shall indemnify and save harmless District from any non-compliance with provisions of this section.
5. Company shall meet and comply with all OSHA, State and NFPA requirements as they relate to firefighting. Company upon request shall certify that firefighters responding into Fire District #2 boundaries meet these requirements.
6. The Fire Chief or highest ranking officer of Company shall be in charge of the fire scene upon the response of Company to any fire call within purview of this Agreement until such time as the Chief of the Monmouth Junction Volunteer Fire Dept., or his designee arrives on the scene. Company shall then turn over command to the ranking officer of the Monmouth Junction Volunteer Fire Dept.
7. Company represents that any municipal approval required as a prerequisite of Company entering into this Agreement has been obtained.
8. Company will be provided with and will adhere to all policies and standard operating guidelines established by District and the Monmouth Junction Vol. Fire Department governing fire companies within its jurisdiction while engaged in firefighting activities pursuant hereto. Company shall use and follow the Incident Command System at all incidents.

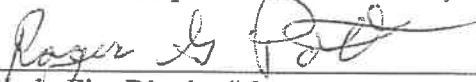
9. Any equipment issued to Company, such as portable radios, shall be properly cared for and used by trained personnel of said Company, in accordance with the Standard Operating Guidelines developed by the Monmouth Junction Vol. Fire Department. If any such equipment becomes damaged, defective or lost, the Chief of the Monmouth Junction Vol. Fire Department shall be notified immediately.
10. District will pay to the Company \$750.00 as compensation for providing back up fire coverage.
11. This agreement shall commence on January 1, 2018 and shall continue for a term of one year, renewing itself automatically if neither party notifies the other of its intention to terminate or re-negotiate the Agreement by December 1, provided that either party may terminate this Agreement without penalty and without just cause upon 60 days prior written notice.
12. This Agreement shall supersede any prior or existing Agreement, written or oral, expressed or implied.
13. Any notices to be provided hereunder shall be directed to the Clerk or Secretary of Company.
14. This Agreement shall become effective upon approval by Resolution by each of the parties and execution by the President and Chairman respectively of Company and District and attestation respectively by the Secretary and Clerk. Each executed copy of this Agreement shall constitute an original.

IN WITNESS WHEREOF, the parties hereto set their hands and seals or caused their presents to be signed and their seals affixed the day and year first above written.

ATTEST:

COMMISSIONERS OF FIRE DISTRICT #2

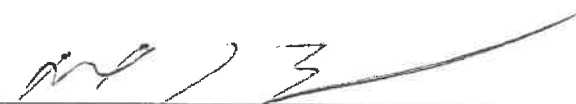
In the Township of South Brunswick, Middlesex County, New Jersey


Clerk, Fire District # 2


Chairman, Fire District #2

FIRE COMPANY


Secretary, Fire Company


President, Fire Company

AGREEMENT

This AGREEMENT made this 16th day of October, 2017.

BETWEEN: The Commissioners of Fire District #2 in the Township of South Brunswick, County of Middlesex, State of New Jersey, hereinafter referred to as "District"

AND:

Jamesburg Fire Dept
hereinafter referred to as "Company".

1. District is a Fire District organized pursuant to the laws of the State of New Jersey for the purpose of providing fire protection services to the residents of the area of Fire District #2 in South Brunswick Township, Middlesex County, New Jersey and said District is governed by The Board of Fire Commissioners.
2. Company is a volunteer fire company organized pursuant to the laws of the State of New Jersey, located in Jamesburg, New Jersey.
3. Company is in closer proximity to some areas of Fire District #2 than is the volunteer Fire Company operating within the jurisdiction of said District and has expressed willingness to furnish back up response to structural fire alarms, any reported fires (such as vehicle, brush, rubbish, etc) and any other incident type mutually agreed upon that the volunteer fire company wishes to have assistance with, within that territorial area.
4. Company will be responsible for workers compensation and all other health and accident and liability protection for its firefighters while engaged in furnishing the fire protection aforesaid and shall furnish proof of same to District upon request but at least once each year. Failure to maintain such insurance coverage shall result in termination of this Agreement, and Company shall indemnify and save harmless District from any non-compliance with provisions of this section.
5. Company shall meet and comply with all OSHA, State and NFPA requirements as they relate to firefighting. Company upon request shall certify that firefighters responding into Fire District #2 boundaries meet these requirements.
6. The Fire Chief or highest ranking officer of Company shall be in charge of the fire scene upon the response of Company to any fire call within purview of this Agreement until such time as the Chief of the Monmouth Junction Volunteer Fire Dept., or his designee arrives on the scene. Company shall then turn over command to the ranking officer of the Monmouth Junction Volunteer Fire Dept.
7. Company represents that any municipal approval required as a prerequisite of Company entering into this Agreement has been obtained.
8. Company will be provided with and will adhere to all policies and standard operating guidelines established by District and the Monmouth Junction Vol. Fire Department governing fire companies within its jurisdiction while engaged in firefighting activities pursuant hereto. Company shall use and follow the Incident Command System at all incidents.

9. Any equipment issued to Company, such as portable radios, shall be properly cared for and used by trained personnel of said Company, in accordance with the Standard Operating Guidelines developed by the Monmouth Junction Vol. Fire Department. If any such equipment becomes damaged, defective or lost, the Chief of the Monmouth Junction Vol. Fire Department shall be notified immediately.
10. District will pay to the Company \$750.00 as compensation for providing back up fire coverage.
11. This agreement shall commence on January 1, 2018 and shall continue for a term of one year, renewing itself automatically if neither party notifies the other of its intention to terminate or re-negotiate the Agreement by December 1, provided that either party may terminate this Agreement without penalty and without just cause upon 60 days prior written notice.
12. This Agreement shall supersede any prior or existing Agreement, written or oral, expressed or implied.
13. Any notices to be provided hereunder shall be directed to the Clerk or Secretary of Company.
14. This Agreement shall become effective upon approval by Resolution by each of the parties and execution by the President and Chairman respectively of Company and District and attestation respectively by the Secretary and Clerk. Each executed copy of this Agreement shall constitute an original.

IN WITNESS WHEREOF, the parties hereto set their hands and seals or caused their presents to be signed and their seals affixed the day and year first above written.

ATTEST:

COMMISSIONERS OF FIRE DISTRICT #2

In the Township of South Brunswick, Middlesex County, New Jersey



Clerk, Fire District # 2



Chairman, Fire District #2

FIRE COMPANY



Secretary, Fire Company



President, Fire Company

AGREEMENT

This AGREEMENT made this 16th day of October, 2017.

BETWEEN: The Commissioners of Fire District #2 in the Township of South Brunswick, County of Middlesex, State of New Jersey, hereinafter referred to as "District"

AND: North Brunswick Volunteer Fire Company #2
hereinafter referred to as "Company".

1. District is a Fire District organized pursuant to the laws of the State of New Jersey for the purpose of providing fire protection services to the residents of the area of Fire District #2 in South Brunswick Township, Middlesex County, New Jersey and said District is governed by The Board of Fire Commissioners.
2. Company is a volunteer fire company organized pursuant to the laws of the State of New Jersey, located in North Brunswick, New Jersey.
3. Company is in closer proximity to some areas of Fire District #2 than is the volunteer Fire Company operating within the jurisdiction of said District and has expressed willingness to furnish back up response to structural fire alarms, any reported fires (such as vehicle, brush, rubbish, etc) and any other incident type mutually agreed upon that the volunteer fire company wishes to have assistance with, within that territorial area.
4. Company will be responsible for workers compensation and all other health and accident and liability protection for its firefighters while engaged in furnishing the fire protection aforesaid and shall furnish proof of same to District upon request but at least once each year. Failure to maintain such insurance coverage shall result in termination of this Agreement, and Company shall indemnify and save harmless District from any non-compliance with provisions of this section.
5. Company shall meet and comply with all OSHA, State and NFPA requirements as they relate to firefighting. Company upon request shall certify that firefighters responding into Fire District #2 boundaries meet these requirements.
6. The Fire Chief or highest ranking officer of Company shall be in charge of the fire scene upon the response of Company to any fire call within purview of this Agreement until such time as the Chief of the Monmouth Junction Volunteer Fire Dept., or his designee arrives on the scene. Company shall then turn over command to the ranking officer of the Monmouth Junction Volunteer Fire Dept.
7. Company represents that any municipal approval required as a prerequisite of Company entering into this Agreement has been obtained.
8. Company will be provided with and will adhere to all policies and standard operating guidelines established by District and the Monmouth Junction Vol. Fire Department governing fire companies within its jurisdiction while engaged in firefighting activities pursuant hereto. Company shall use and follow the Incident Command System at all incidents.

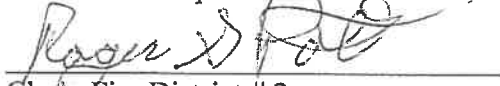
9. Any equipment issued to Company, such as portable radios, shall be properly cared for and used by trained personnel of said Company, in accordance with the Standard Operating Guidelines developed by the Monmouth Junction Vol. Fire Department. If any such equipment becomes damaged, defective or lost, the Chief of the Monmouth Junction Vol. Fire Department shall be notified immediately.
10. District will pay to the Company \$750.00 as compensation for providing back up fire coverage.
11. This agreement shall commence on January 1, 2018 and shall continue for a term of one year, renewing itself automatically if neither party notifies the other of its intention to terminate or re-negotiate the Agreement by December 1, provided that either party may terminate this Agreement without penalty and without just cause upon 60 days prior written notice.
12. This Agreement shall supersede any prior or existing Agreement, written or oral, expressed or implied.
13. Any notices to be provided hereunder shall be directed to the Clerk or Secretary of Company.
14. This Agreement shall become effective upon approval by Resolution by each of the parties and execution by the President and Chairman respectively of Company and District and attestation respectively by the Secretary and Clerk. Each executed copy of this Agreement shall constitute an original.

IN WITNESS WHEREOF, the parties hereto set their hands and seals or caused their presents to be signed and their seals affixed the day and year first above written.

ATTEST:

COMMISSIONERS OF FIRE DISTRICT #2

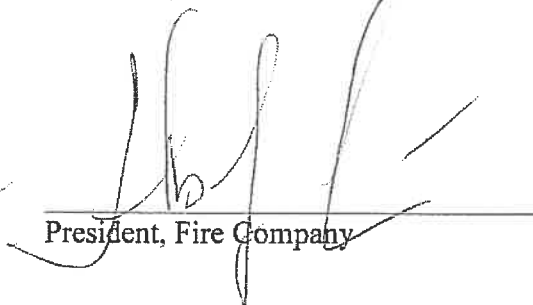
In the Township of South Brunswick, Middlesex County, New Jersey


Clerk, Fire District # 2


Chairman, Fire District #2

FIRE COMPANY

Secretary, Fire Company


President, Fire Company

AGREEMENT

This agreement is made this 18th day of November, 2019 by and between the COMMISSIONERS OF FIRE DISTRICT NO. 2, in the Township of SOUTH BRUNSWICK, MIDDLESEX COUNTY (herein referred to as COMMISSIONERS); and the MONMOUTH JUNCTION VOLUNTEER FIRE DEPARTMENT (herein referred to as the FIRE DEPARTMENT).

WHEREAS, N.J.S.A. 40A:14-70.1(b) authorizes the COMMISSIONERS of a fire district to contract with a volunteer fire company or companies for the purpose of extinguishing fires, upon those terms and conditions as shall be deemed proper; and

WHEREAS, the COMMISSIONERS have negotiated an agreement with the FIRE DEPARTMENT within their jurisdiction upon terms that are fair and proper for the providing of fire protection services to the fire district;

NOW, THEREFORE, it is agreed, in consideration of the payment to be made as herein described and the exchange of mutual promises, as follows:

1. The term of this agreement shall run from January 1, 2020 through December 31, 2022.
2. The FIRE DEPARTMENT will extinguish fires within the fire district or within such other areas or territories as may be contracted for by the COMMISSIONERS and FIRE DEPARTMENT or pursuant to mutual aid agreements which have been approved by the COMMISSIONERS and the FIRE DEPARTMENT. For purposes hereof, the term "extinguishing fires" shall be used in its broadest and most universal sense.
3. Nothing herein shall be construed to increase any liability on the part of the FIRE DEPARTMENT to the public for errors or omissions in the performance or non-performance of its duties hereunder, or pursuant to any other requirement.
4. The members of the FIRE DEPARTMENT, in performing fire duties and related activities, shall be deemed to be exercising a governmental function.
5. The members of the FIRE DEPARTMENT shall be under the supervision and control of the COMMISSIONERS, and the FIRE DEPARTMENT may not take any action which is contrary to law.

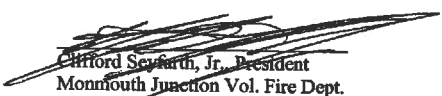
6. The FIRE DEPARTMENT shall perform such other duties, directly or indirectly related to the extinguishment of fires and rescue as may reasonably be assigned from time to time by the COMMISSIONERS.
7. In addition to the payment to be made by the COMMISSIONERS to the FIRE DEPARTMENT pursuant to this agreement, the COMMISSIONERS shall provide worker's compensation coverage for all firefighters of the FIRE DEPARTMENT and liability insurance coverage for the FIRE DEPARTMENT and its apparatus, vehicles and equipment as approved by the COMMISSIONERS.
8. The COMMISSIONERS shall also carry a special Group Life Insurance Policy that provides life insurance in the amount of \$25,000.00 for each member who meets the requirements as prescribed in the Policy and Procedures Manual. As the \$25,000.00 is set by NJ State Statutes, any increase approved by the legislators will be considered by the COMMISSIONERS for qualified firefighters. COMMISSIONERS approved increases or changes will be included in that section of the Policy and Procedures Manual.
9. The COMMISSIONERS shall reimburse firefighters for any losses incurred while engaged in fire duty, subject to reasonable proof of such losses in accordance with procedures to be established by the COMMISSIONERS except for those losses or expenses for which reimbursement shall be covered by insurance. Payment for losses shall not exceed those monies provided for such purposes within the adopted budget.
10. The COMMISSIONERS shall provide an annual clothing allowance in the amount of \$375.00 for those members who meet the requirements as prescribed in the Policy and Procedures Manual.
11. The COMMISSIONERS shall provide Length of Service Award Program (LOSAP) contributions to those FIRE DEPARTMENT volunteers who meet the requirements as spelled out in the Policy and Procedures Manual at a rate of \$1,717.00 for the 2019 contribution. Each year after 2019 the COMMISSIONERS will give consideration to the Cost of Living Increase (COLI) for the current year, as set by the State of N.J. This increase, if deemed appropriate by the COMMISSIONERS, will be applied to the previous year's LOSAP contribution.

12. Notwithstanding anything to the contrary herein contained, the COMMISSIONERS will exercise jurisdiction over the FIRE DEPARTMENT in firematic matters only and will not interfere or seek to regulate the internal administration of the FIRE DEPARTMENT. Nothing herein contained shall be deemed to authorize the COMMISSIONERS to direct the actions of fire officials or firefighters at the scene or to act contrary to statutory command authority of the Fire Chief at the fire scene pursuant to 40A:14-70.1.
13. The COMMISSIONERS shall not contract with any other municipality or fire district for the extinguishment of fires, no mutual aid agreement and no rule or regulation or by-law relating thereto may be adopted without furnishing the FIRE DEPARTMENT in advance, an opportunity for hearing and discussion.
14. The FIRE DEPARTMENT will house, if applicable, any apparatus, vehicles or equipment furnished by the COMMISSIONERS in a safe and secure manner. The FIRE DEPARTMENT will observe any rules or regulations promulgated by the COMMISSIONERS, for the maintenance, storage and use of said apparatus, vehicles and equipment and shall utilize same in accordance with procedures established by the COMMISSIONERS to effectuate the purposes of this agreement.
15. The FIRE DEPARTMENT may not hire or employ any person to perform any firematic function for the FIRE DEPARTMENT without the consent of the COMMISSIONERS, which shall not be unreasonably held. The COMMISSIONERS may provide paid employees, provided that the requirements of L.1979,c.453 and N.J.S.A. 40A:14-81.1 and subsequent amendments, if any, are observed.
16. The COMMISSIONERS will pay to the FIRE DEPARTMENT the sum of \$42,840.00 for the period from January 1, 2020 through December 31, 2020, a sum of \$43,700.00 for the period from January 1, 2021 through December 31, 2021, and \$44,600.00 for the period from January 1, 2022 through December 31, 2022. The COMMISSIONERS shall make payment to the FIRE DEPARTMENT in equal quarterly installments for services provided hereunder which services shall include, but not be limited to, firematic matters, and the maintenance and operation of the FIRE DEPARTMENT. Payments will be made no later than three business days following the COMMISSIONERS regular meeting schedule for the months of March, June, August, and November. The COMMISSIONERS shall require submission of a voucher as a prerequisite to payment.


17. This agreement is contingent upon adequate funding being provided in the budget as approved by the taxpayers, or if the budget be defeated at the annual election, adequate funding being left in place by the South Brunswick Township Municipal Council. If adequate funding is not provided, this agreement shall be voidable at the discretion of either party.
18. The terms of this agreement shall not be modified except by written agreement of the parties. Notice of negotiation for a successor agreement shall be served by August 31, 2022 by either party to the other. If notice to negotiate is not provided, or the parties are unable to reach agreement prior to the expiration date, the contract shall continue in full force and effect on a month to month basis until a new agreement is concluded or either party provides 30 days notice of termination.
19. If any article, section, paragraph, sentence or clause of this agreement is determined to be invalid, same shall be deemed severable and the remainder of the agreement shall survive unless such invalidation language is material to the purposes and intentions of this agreement.
20. The COMMISSIONERS agree to indemnify, hold harmless and provide a defense to any lawsuit brought against any member of the FIRE DEPARTMENT arising out of the performance of the obligations in this agreement. Those terms and conditions are subject to the terms and conditions imposed by the District Insurance Carrier under those policies titled Errors and Omissions.
21. The COMMISSIONERS for the term of the contract agree to continue to provide direct payment for the following expenses related to the Dayton Annex Building (STATION 21), located at 481 Georges Road, Dayton, New Jersey. It is also understood and agreed that the COMMISSIONERS will work together with the Trustees of the FIRE DEPARTMENT to solicit, advertise, and monitor the performance of contracts awarded by the COMMISSIONERS for the following:
- a. Property and building insurance coverage.
 - b. Interior cleaning and janitorial maintenance.
 - c. Grounds maintenance and lawn care.
 - d. Utilities (telephone, water and sewer, electric and gas).
 - e. Interior and Exterior repairs, maintenance, improvements and upgrades.
22. To ensure accurate and proper accounting principles and procedure methods are being utilized and performed, the FIRE DEPARTMENT shall be required

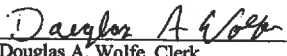
to have an annual financial disclosure completed by an outside certified public accountant. Upon completion of said financial disclosure, a signed copy of the independent accountant's review report letter will be furnished to the COMMISSIONERS. Such letter shall be provided to the COMMISSIONERS no later than September 30th following the close of each fiscal year.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals or caused their corporate presents to be affixed the day and year written above.


Clifford Scyfarth, Jr., President
Monmouth Junction Vol. Fire Dept.


Charles G. Spahr, Chairman
COMMISSIONERS Fire Dist. No. 2


Joseph Malkiewicz,
Asst. Recording & Financial Secretary
Monmouth Junction Vol. Fire Dept.


Douglas A. Wolfe, Clerk
COMMISSIONERS Fire Dist. No. 2

FIRST AID AGREEMENT

This agreement made this 16th day of December 2019,

BETWEEN: The Commissioners of Fire District #2 in the Township of South Brunswick,
County of Middlesex, State of New Jersey, hereinafter referred to as "District"

AND: The Monmouth Junction First Aid Squad, hereinafter referred to as "Squad."

1. District is a fire district organized pursuant to the laws of the State of New Jersey for the purpose of providing fire protection services to the residents of the area of Fire District #2 in South Brunswick Township, County of Middlesex, State of New Jersey.
2. Squad is a volunteer first aid squad organized under the laws of the State of New Jersey.
3. District desires to have an ambulance and qualified crew accompany the Monmouth Junction Volunteer Fire Department on all alarms within Fire District #2.
4. Squad is willing to undertake the obligations of attending the Monmouth Junction Volunteer Fire Department on all calls within Fire District #2.
5. For the aforesaid services rendered to the Commissioners, Commissioners agree to compensate Squad for the calendar year ending December 31, 2020 at the rate of \$11,800.00, for the calendar year ending December 31, 2021 at the rate of \$12,000.00, and for the calendar year ending December 31, 2022 at the rate of \$12,250.00. Payments will be made in a lump sum during the month of December for each calendar year.
6. Squad shall be responsible for workers compensation and all other health and accident insurance and liability protection for its members and shall furnish proof of same to District upon request but at least once a year.
7. The term of this agreement shall run for three years, from January 1, 2020 through December 31, 2022, renewing itself automatically if neither party notifies the other of its intention to terminate or re-negotiate the agreement by December 1, 2022, providing that either party may terminate this agreement without penalty and without just cause upon 60 days prior written notice.
8. This agreement shall supersede any prior or existing agreements, written or oral, expressed or implied.
9. Any notices to be provided hereunder shall be directed to the Clerk of District or Secretary of Squad.
10. This agreement shall become effective upon approval by Resolution by each of the parties and execution by the President and Chairman respectively of Squad and District and attestation respectively by the Secretary and Clerk. Executed copy of this agreement shall constitute an original.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals or caused their corporate presents to be signed and their seals affixed the day and year first written above.

COMMISSIONERS OF FIRE DISTRICT #2,
SOUTH BRUNSWICK TOWNSHIP

Douglas A. Wolfe
Douglas A. Wolfe, Clerk

Charles G. Spahr
Charles G. Spahr, Chairman

MONMOUTH JUNCTION FIRST AID SQUAD

Daniel Murphy
Daniel Murphy, Secretary

Ann Fleming
Ann Fleming, President

**SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF SOUTH BRUNSWICK
AND SOUTH BRUNSWICK FIRE DISTRICT #2 FOR DEPUTY FIRE MARSHAL SERVICES**

THIS AGREEMENT is made the 20TH day of NOVEMBER, 2017, by and between the TOWNSHIP OF SOUTH BRUNSWICK, a municipal corporation of the State of New Jersey, having its principal place of business at P.O. Box 190, 540 Ridge Road Monmouth Junction, New Jersey 08852, ("TOWNSHIP"), and SOUTH BRUNSWICK FIRE DISTRICT #2, having its principal place of business at P. O. Box 114, 573 Ridge Road, Monmouth Junction, NJ 08852, ("FIRE DISTRICT").

WITNESSETH as follows:

1) **BASIC SERVICES UNDER THIS AGREEMENT.** The TOWNSHIP will retain four (4) full time Deputy Fire Marshals as direct employees of the TOWNSHIP, who shall receive all of the salary and benefits applicable to that position. The total number of full time Deputy Fire Marshals shall remain at four (4) for at least the initial term of this agreement.

2) **ADDITIONAL SERVICES.** In addition to the Basic Services set forth above, the following shall apply:

- a) The TOWNSHIP shall allow one (1) Deputy Fire Marshal ("Deputy Fire Marshal") to remain at the FIRE DISTRICT's disposal for not more than ten (10) days per calendar year.
- b) The Deputy Fire Marshal, even when at the disposal of the FIRE DISTRICT, shall perform no services other than the duties prescribed for the position of Deputy Fire Marshal as set forth in the applicable job description established by the TOWNSHIP.

3) **PAYMENTS; CREDITS.**

a) FIRE DISTRICT agrees to reimburse the TOWNSHIP for all expected costs and expenses associated with one (1) Deputy Fire Marshal, including, but not limited to, cost of salary, wages, medical, dental and pension benefits, taxes and fees. Total reimbursement to the Township by Fire District #2 will be eighty thousand dollars (\$80,000.00) annually, payable in four equal payments of twenty thousand dollars (\$20,000.00) each, on the last day of March, June, September and December of each year that this agreement is in force.

b) Should the number of four (4) Deputy Fire Marshals be reduced for any period of ten (10) consecutive business days or more, where the employee is not being compensated, the TOWNSHIP then agrees to credit FIRE DISTRICT at the rate of two hundred dollars (\$200.00) per business day. It is also understood the TOWNSHIP will make every effort to maintain Deputy Fire Marshal staffing levels at four (4) should a permanent vacancy occur that is beyond either of the parties' control.

c) TOWNSHIP and FIRE DISTRICT will review, on or after December 1, of each year this agreement remains in effect, the additional revenue stream derived from life hazard inspections performed by Deputy Fire Marshal. The purpose of this review is to set a possible base line for credits to FIRE DISTRICT based on total cost to fund the fire operations and the total revenue derived from same. Fire District #2 shall also have the right to review Fire Safety Operations and productivity on a monthly basis, if so requested.

4) **TERM; RENEWAL; TERMINATION.**

- a) The term of this agreement shall be three (3) years, said time to be measured from January 1, 2018, it being the parties' intention that this agreement, and any renewals thereof, shall commence and terminate on a calendar year basis.

- b) The TOWNSHIP and the FIRE DISTRICT represent that their governing bodies have adopted the appropriate resolution, pursuant to N. J. S. A. 40:8A-1, et seq., to authorize execution of this agreement.
 - c) This agreement may be renewed for additional three (3) year terms. Notice of FIRE DISTRICT's desire to renew shall be given to the TOWNSHIP in writing not later than October 1 of the year in which the agreement term expires. The TOWNSHIP shall notify the FIRE DISTRICT in writing by November 1 of that year of the TOWNSHIP's intention to renew or terminate.
 - d) Any one of the following shall constitute an event of termination of this agreement:
 - 1) Expiration of the agreement without timely notice to renew.
 - 2) Excessive non-payment or late payment by the FIRE DISTRICT, as determined by the TOWNSHIP.
 - e) With the exception of normal expiration of this agreement, the FIRE DISTRICT shall give TOWNSHIP thirty (30) days written notice of its intent to terminate.
- 5) **INDEMNIFICATION OF THE TOWNSHIP.** The TOWNSHIP shall and hereby does agree to protect and save the FIRE DISTRICT harmless against any and all losses or damage suffered by the FIRE DISTRICT as a result of this agreement, and shall indemnify and does indemnify FIRE DISTRICT of and from all liability, claims and demands whatsoever arising from this agreement, and growing out of any cause, claim and demand whatsoever during the term of this agreement, and any renewals thereof that arise as of a result of any action or inaction of the Deputy Fire Marshal in the lawful exercise of his duties. This indemnification shall not apply to any action or inaction of the Deputy Fire Marshal that is unlawful or that has been undertaken as a result of specific direction given to the Deputy Fire Marshal by the FIRE DISTRICT that constitute activities that are outside the scope of the Deputy Fire Marshal's normal duties for the TOWNSHIP.
- 6) **NOTICE.** All notices required by the terms of this agreement shall be given in writing by personal delivery, certified mail with return receipt requested, or fax transmission, except that fax transmission shall not be effective unless the original is received by the addressee within 48 hours. Notices shall be sent or delivered to the parties at the addresses set forth herein, with copies to counsel for the parties (if any).
- 7) **NO ASSIGNMENT.** Neither this agreement, nor any right or interest hereunder, shall be assigned by the FIRE DISTRICT in any respect whatsoever.
- 8) **GOVERNING LAW.** This agreement shall be deemed to have been executed and entered into in the State of New Jersey and shall be construed, enforced and performed in accordance with the laws thereof. The parties agree to submit themselves to the jurisdiction of the New Jersey Superior Court, with venue placed in Middlesex County.
- 9) **ENTIRE AGREEMENT.** This agreement contains all of the agreements between the parties. No other statements, proposals or agreements, oral or written, shall be binding upon either party with regard to the subject matter of this agreement.
- 10) **FIRE DISTRICT REAP OBLIGATION.** FIRE DISTRICT shall file all necessary documents, applications, statements, verification forms, etc., as may be necessary pursuant to N.J.S.A. 54:4-8.76, et seq., the "Regional Efficiency Aid Program Act" so that shared services credit, naming TOWNSHIP as the provider of the within regional service agreement can be obtained.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be signed and sealed by their proper officers the day and year first above written.

SOUTH BRUNSWICK FIRE DISTRICT#2 TOWNSHIP OF SOUTH BRUNSWICK

By: Charles Spahr
CHARLES SPARR, Chairman

By: Charles Carley
Charles Carley, Deputy Mayor

Attest: Roger S. Potts
Roger S. Potts, Clerk

Attest: Norma Carlin
Norma Carbin, Deputy Clerk

STATE OF NEW JERSEY:
SS
COUNTY OF MIDDLESEX:

I CERTIFY that on Nov 21, 2017, Roger Potts personally came before me and he/she acknowledged under oath, to my satisfaction, that:

- (a) he is the Clerk of Fire District #2, the corporation named in this document;
 - (b) he is the attesting witness to the signing of this document by Charles Spahr, who is the Chairman;
 - (c) this document was signed and delivered by the Corporation as its voluntary act duly authorized by a proper resolution;
 - (d) he knows the proper seal of the Corporation, which was affixed to this document;
- and
- (e) he signed this proof to attest to the truth of these facts.

Signed and sworn to before me
On Nov 21, 2017

Charles Spahr
Roger Potts
Roger Potts, District Clerk

STATE OF NEW JERSEY:
SS
COUNTY OF MIDDLESEX:

I CERTIFY that on Sept. 12, 2017, NORMA CARBIN personally came before me and she acknowledged under oath, to my satisfaction, that:

- (a) she is the Deputy Township Clerk of the Township of South Brunswick, the municipal corporation named in this document;
- (b) she is the attesting witness to the signing of this document by Christopher Killmurray, who is the Mayor of the Township of South Brunswick;
- (c) this document was signed and delivered by the Township of South Brunswick as its voluntary act duly authorized by a proper resolution of the Township Council;
- (d) she knows the proper seal of the Township of South Brunswick which was affixed to this document; and
- (e) she signed this proof to attest to the truth of these facts.

Signed and sworn to before me
On Sept. 12, 2017

Donald J. Sears
Norma Carbin
Donald J. Sears
An Attorney at Law
In the State of New Jersey
Norma Carbin, Deputy Township Clerk