

Chesterfield Township Board of Fire Commissioners District Two

December 13, 2010

The regular monthly meeting of the Chesterfield Township Board of Fire Commissioners District Two was led to order by Chairman Spence at 8pm. Members present: Bruch, Homa, Jones and Spence. Other present: John J. Maley, Jr. CPA

The Sunshine law was read.

Minutes of the previous were presented. Motion to accept the minutes by Bruch, seconded by Jones. All aye, motion carried.

Treasurer's report was presented. Motion by Bruch, second by Spence to accept report. All aye, motion carried.

Old Business:

Jones reported that Verizon transferred long distance telephone coverage to MCI at a cost of \$24.70 per month that compares to the present charge of just over \$47 per month. Motion by Bruch, second by Jones to drop long distance coverage for a trial of one year pending any unforeseen problems. All aye, motion carried.

Motion by Bruch, second by Jones to adopt Resolution 2010-12-1 transferring \$200 for Admin/Office Supplies to Fuel. Bruch – aye, Homa – aye, Jones – aye, Spence – aye. Motion carried.

John Maley reviewed the 2011 Budget developed by the Commissioners at the Nov. 8, 2010 meeting. Motion to introduce the budget, hold a public hearing at the January 10, 2011 meeting, advertise the budget no later than February 12, 2011 and present a public ballot question at the February 19, 2011 election was presented by Bruch, second by Jones. . Bruch – aye, Homa – aye, Jones – aye, Spence – aye. Motion carried. (see below)

Jones reported that LOSAP funds returned by Lincoln Financial will be placed in surplus.

New Business:

Chief Asbrand reported on the OSHA inspection of the firehouse and gear. Items raised that are Commissioners responsibility included: 2 sets of gear and boots need to be replaced, and no pump records exist. OSHA will be sending a report to the Commissioners. Motion by Bruch, second by Homa to replace 3 sets of gear and boots, to repair torn gear; to purchase 4 pagers and have the pumps tested by mid January 2011. All ayes, motion carried.

Chief Asbrand reported the valve on 2621 has been repaired; on 2626 the float is in need of repair, the K-12 saw has been received, the light bar has been ordered and the rescue saw has been received but not the saw's caddy. A sales representative from Air Pac called regarding replacing older Scott tanks with new high-pressure tanks. The replacement of the compressor for filling tanks is being evaluated. Several gauges on the trucks need to be replaced.

Chief Asbrand reported that a committee has been formed by the Chesterfield Hose Company to evaluate the future needs for a fire truck replacement. The Commissioners recommended that Jones and Hlubik be members of the committee as it would be a potential purchase by the Commissioners should a new truck be a necessity in a few years.

As there was no further business, motion to adjourn by Homa, second by Bruch. All aye, motion carried. Meeting adjourned at 8:50 pm.

**Chesterfield Fire District No. 2
2011 Budget**

Introduction - December 13, 2010 @8:00pm
Adoption - January 10, 2011
Advertise Certified Adopted budget no later then - February 12, 2011
Annual Election - February 19, 2011

	2011 Budget	2010 Budget	Increase (Decrease)
Revenues:			
Fund Balance - Utilized	50,000	48,786	1,214
Supp. Fire Services Act:			
Basic Entitlement Grant	971	971	-
Interest Income	1,014	1,000	14
Tax Levy	191,555	191,583	(28)
Total Revenue	243,540	242,340	1,200
Expenditures:			
Administration:			
Commissioners (5 @ 1404)	7,020	7,020	-
Secretary (1 @ 400)	400	400	-
Treasurer (1 @ 780)	780	780	-
Total Salary and Wages:	8,200	8,200	-
Employee Benefits (FICA+W/C)	16,000	15,000	1,000
Total Fringe Benefits:	16,000	15,000	1,000
Insurance Premiums	21,000	21,000	-
Office Supplies	2,000	2,000	-
Professional Services	5,000	6,500	(1,500)
Total Other Expenses:	28,000	29,500	(1,500)
Total Administration:	52,200	52,700	(500)
Cost of Operations & Maintenance:			
Other Operating Materials & Supplies	19,500	19,500	-
Water Rent	10,000	10,000	-
Utilities & Related Services	1,200	1,200	-
Other Rentals	17,000	16,600	400
Advertising	1,000	700	300
Training and Education	4,000	2,500	1,500
Fuel	3,000	2,500	500
Maintenance & Repairs	22,000	22,000	-
Purchases of Assets Not Incl'd As Capital Outlays	30,600	32,000	(1,400)
Total Cost of Operations Other Expenses:	108,300	107,000	1,300
LOSAP	32,000	32,000	-
Qualified Truck Lease - August 2005			
Principal	42,000	40,000	2,000
Interest	9,040	10,640	(1,600)
Total Expenditures	243,540	242,340	1,200

	2010 Assessed Value	2011 Tax Levy	2011 Estimated Tax Rate	2010 Tax Rate	Difference	Effect on 500,000 House
Per the CNC-3 Form						
Assessed Value	287,248,985					
Added Assessments	588,700					

BUDGET VS ACTUAL

DECEMBER 13, 2010

	BUDGET	TO DATE	BALANCE
INCOME			
Cancelled Checks (Old)		3,003.00	
Fund Balance - Utilized	38,739.00		
Interest	1,000.00	2,441.55	
Miscellaneous Income		7,098.24	
Supp Fire Grant	971.00		
Tax Levy	201,630.00	131,713.32	
Total Income	242,340.00	144,256.11	98,083.89
EXPENSES			
Admin/Office Supplies	2,000.00	1,679.08	320.92
Advertising	700.00	569.28	130.72
Appro Reserve		12,963.69	(12,963.69)
Education & Training	2,500.00	1,000.00	1,500.00
Employee Benefits(FICA & WC)	15,000.00	13,706.00	1,294.00
Fuel	2,500.00	2,663.77	(163.77)
LOSAP	32,000.00	31,836.00	164.00
Maintenance & Repairs	22,000.00	18,497.47	3,502.53
Other Operating Mat'ls	19,500.00	16,188.01	3,311.99
Other Rentals	16,600.00	16,600.00	-
Purchases of Assets Not Includ	32,000.00	9,456.09	22,543.91
Wages	8,200.00	7,541.29	658.71
Water Rent	10,000.00	8,369.43	1,630.57
Total Expenses	163,000.00	141,070.11	21,929.89
Insurance	21,000.00		
Fringe Benefits		2,732.00	
LIability Insurance		15,138.00	
Insurance - Other		-	
Total Insurance	21,000.00	17,870.00	3,130.00
Professional Services			
Accounting Services	6,500.00	4,595.00	
Total Services	6,500.00	4,595.00	1,905.00
Truck Lease - BXB			
Interest	10,640.00	10,640.00	
Principal	40,000.00	40,000.00	
Total Truck Lease	50,640.00	50,640.00	-
Utilities			
Telephone	1,200.00	1,189.64	
Total Utilities	1,200.00	1,189.64	10.36
TOTAL EXPENSES	242,340.00	215,364.75	26,975.25

**CHESTERFIELD FIRE DISTRICT NO. 2
2011 PROPOSED BUDGET**

ANTICIPATED REVENUES

FUND BALANCE UTILIZED	
UNRESERVED FUND BALANCE	\$ 50,000
MISCELLANEOUS ANTICIPATED REVENUES	
INTEREST ON INVESTMENTS AND DEPOSITS	1,014
OPERATING GRANT REVENUE	
SUPPLEMENTAL FIRE SERVICES ACT (PL 1985,CH 295)	971
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TOTAL REVENUES AND FUND BALANCE UTILIZED	51,985
AMOUNT TO BE RAISED BY TAXATION TO SUPPORT THE DISTRICT BUDGET	191,555
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TOTAL ANTICIPATED REVENUES	<u>\$ 243,540</u>

BUDGETED APPROPRIATIONS

ADMINISTRATION	
SALARY & WAGES	8,200
FRINGE BENEFITS	16,000
OTHER EXPENSES	28,000
COST OF OPERATIONS & MAINTENANCE	
OTHER EXPENSES	108,300
DEBT SERVICE	
PRINCIPAL	42,000
INTEREST	9,040
OTHER	
LENGTH OF SERVICE AWARD PROGRAM (LOSAP)-CONTRIBUTION(P.L.1997,c388)	32,000
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TOTAL BUDGETED APPROPRIATIONS	<u>\$ 243,540</u>

The above budget was adopted by the Commissioners of Chesterfield Fire District No. 2 at the regular meeting held January 10, 2011. The annual election to vote on the budget will be held February 20, 2011.

NOTICE OF BUDGET HEARING

NOTICE IS HEREBY GIVEN that a hearing on the 2011 budget for the commissioners for Fire District No. 2 in the Township of Chesterfield, Burlington County, and shall be held on January 10, 2011 at 8:00 p.m. in the Chesterfield Fire House, 300 Bordentown-Chesterfield Road, Chesterfield, New Jersey, at which time objections and other comments on the proposed budget shall be received from the public. Action will be taken at said meeting. Following the close of the public hearing, the fire commissioners may adopt the budget, may amend it or take such other appropriate action as permitted by law.

A copy of the approved budget shall be available to each person requesting same during the week preceding the public hearing, upon personal or written request, from the undersigned Clerk to the Board of Fire Commissioners, 300 Bordentown – Chesterfield Road, Chesterfield, New Jersey, 08515. Copies of the budget may be available from the Municipal Clerk during the regular municipal business hours.

Ray Hlubik
Secretary
Chesterfield Fire District #2

RESOLUTION 2010-12-1
BOARD OF FIRE COMMISIONERS, DISTRICT II

WHEREAS, NJSA 40A:4-58 provides for appropriation transfers during the last two (2) months of the fiscal year, when it has been determined that it is necessary to expend for any purposes specified in the budget an amount in excess of the sum appropriated therefore and where it has been further determined that there is an excess in any appropriation over and above the amount deemed necessary to fulfill the purpose of such appropriation,

NOW, THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners, District II of the Township of Chesterfield, County of Burlington, State of New Jersey, that the treasurer be and the same is hereby authorized to make transfers among the 2010 budget in accordance with the following schedule of transfers.

FROM		TO	
Admin/Office Supplies	\$200.00	Fuel	\$200.00

Robert H. Bruchi 12/13/2010

CHESTERFIELD TOWNSHIP FIRE DISTRICT NO. 2

TEMPORARY BUDGET RESOLUTION

WHEREAS, N.J.S.A.40A:14-78.17 provides for the method of making temporary appropriations prior to the adoption of the budget and,

WHEREAS, the maximum amount permitted shall not exceed 14% of the prior year appropriations and,

WHEREAS, said 14% is equal to \$33,928.

NOW, THEREFORE BE IT RESOLVED, that the following appropriations shall constitute the 2011 temporary budget:

Operating:

Water Rent	\$ 5,750
Employee Benefits	4,200
Other Rentals or Leases	3,000
Insurance	5,400
Advertising	600
Professional Services	1,250
Utilities & Related Services	1,500
Training & Education	700
Fuel	500
Office Supplies	1,250
Other Operating Materials & Supplies	4,228
Maintenance and Repairs	5,550
	<u>\$ 33,928</u>

Raymond J. Hull 1/10/11

Please note: The bottom of Page 1 – Chesterfield Fire District 2 2011 Budget

Should read:

Assessed Value: 287,248,985

Added Assessment: 568,700

Total: 287,817,685 6.7 tax levy remains the same