

BUDGET MEETING 11-13-19
434 Route 10

ACTION MEASURES:

- Get numbers for Debt Service on building over to Bill to put into the budget
- Need the numbers to include, bids, site work, cost to complete, Clerk of the Works

A Special meeting of the Board of Fire Commissioners of Fire District No. 2, Township of Hanover, was called to order by Chairman Woytas at 7:00 pm on the above date at the Whippany Firehouse at 434 Route 10, Whippany, New Jersey.

Commissioners Present: Woytas, Polo, & Kitchell

ABSENT: Kraley & Willans

Also Present: Chief Cortright & Bill Schroeder & Man Lee from Nisovaccia

Objective was to review the 2019 budget and set up the preliminary 2020 budget.

At this time the Chairman read the following:

Pursuant to statute made and provided, let the minutes show that notice of this meeting was transmitted to the following newspaper; the Daily Record, and filed with the Clerk of the Township of Hanover and the Clerk of this board at least 48 hours prior to the call to order of this meeting.

Right off the bat, the Chief announced the need for new SCBA bottles, as ours are expiring. The cost will be \$37,705 for 45 bottles.

After discussion, we can order them tomorrow and put them into Accounts Payable and then pay for them in 2020.

We need an Amortization schedule for the bond from Matt Jessup. We can't get that until the costs are determined, which will hopefully be soon. It's a 25 year bond.

The monies received will be in a separate account and disbursed out of same.

The 'Other Rentals' line item should come out altogether or put it to zero.

We will need a line called “Cell Tower Revenue” or “Fire Company revenue” or something like that to reflect the income we will be getting from the company each month.

And a line item to pay the bond, which should be separate from the line item to pay the truck.

SO:

Add lines for the Chief’s truck, the new engine, and the bond under Expenses.

The truck (New 81) is \$130,862 each year.

The new truck will be \$55,000.

The bond payment is the number we need to put in.

And under Income, need to add the revenue from the company – “rent”

The first reading of the budget should be December 9th meeting.

Bill & Man will wait for the numbers we need to get to them and then draw up a budget for us.

The items having to do with the project next door, will all be covered in the bond and shouldn’t affect our 2% cap.

Bill said that since we didn’t use the Debt Service Principal and Interest line items in 2019 for the new engine, there is the \$37,000 the Chief needs for the radios. It will be moved to Purchase of Assets to cover them.

At this time, Mr. Schroeder and Ms Lee left and the Board went over the line items for 2020.

To adjust 2019, a motion was made to move the following items:

FROM:

Training & Education - \$8000.00

TO:

\$1311.00 to Advertising

\$1189.00 to Elections

\$5500.00 to Travel Expenses

FROM:

Repairs & Maintenance - \$5000

TO:

\$5000.00 to Operating Materials & Supplies

Randy asked bill about the CDs we have – whether to cash any of it out and use it. Bill said it's better to leave it there. It's making us money and the only time we should need to cash it out is if we can't meet our cash flow to pay our bills.

At this time, a line by line budget discussion took place.

Changes made:

Increases:

Fire Chief / Official	81,370	to	83,815
Fire Inspectors	38,8310	to	399,975
Overtime / Stipend	36,320	to	38,000
Advertising	1,500	to	2,000
Promotion	9,000	to	11,000
Uniforms / equip	5,000	to	6,000
Uniform Fire Safety Act	42,000	to	46,740
Oper. Materials / Suplies	55,000	to	60,000
Debt Serv/Bond Principal	TO BE DETERMINED		
Debt Serv /Bond Interest	TO BE DETERMINED		

Decreases:

Administrative Assistant	12,200	to	11,000
Employee Benefits	280,000	to	270,000
Purchase of Assets	77,000	to	70,000
Other Rentals	108,00	to	0
Insurance premiums	134,200	to	110,000
Debt Serv/81 Principal	164,518	to	109,020
Debt Serv /81Interest	17,340	to	21,845

So, just need the numbers for the bond principal and interest payments . Randy thinks we should throw an extra \$100,000 on top in case something goes wrong. If we don't use it, we can pay it back.

Meeting adjourned at 9:30

Respectfully submitted:

Janet Gant-Hammond / Board Secretary