

2022

Hanover Township FD No. 3

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.

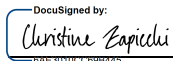

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

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: **03/03/2022**

General Instructions to Complete the Fire District Budget Workbook

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

Select the Fire District by clicking on cell B2 and selecting from the dropdown menu. This will populate the entity name and

- f) county. Continue to complete each of the fields in order to populate standard information throughout the workbook.

When copying information from another document, users must select "Paste Values" when pasting the information into this

- g) workbook.

- h) In all applicable signature lines, insert the email address of the applicable official.

Once approved by the Board of Fire Commissioners, the completed Introduced Budget must be submitted to the Division via the FAST "Introduced Budget" record portal and it must be precisely named as: **<municode>_introbudget_20xx**. The list of

- i) muncodes for Fire Districts can be found at:

<https://www.nj.gov/dca/divisions/dlgs/pdf/Fire%20District%20MuniCodes.pdf>

Once approved by the Board of Fire Commissioners, the completed Adopted Budget must be submitted to the Division via the FAST "Adopted Budget" record portal and it must be precisely named as: **<municode>_adoptbudget_20xx**. The list of

- j) muncodes for Fire Districts can be found at:

<https://www.nj.gov/dca/divisions/dlgs/pdf/Fire%20District%20MuniCodes.pdf>

- k) Only the Designated Officials for the Fire District have access to the "Submit for Review" tab within the FAST portal.

- l) Please review the additional instructions "FAST System for Fire Districts: Introduction and User Guide" link below:

<https://www.nj.gov/dca/divisions/dlgs/pdf/FAST%20Fire%20Budget%20User%20Guide.pdf>

Year	2022	Board of Fire Commissioners:	
Fire District	Hanover Township FD No. 3	Chairperson	Robert E. O'Hare
County	Morris	Treasurer	Michael P. Dugan, Sr.
Web Address	htfd3.com	Secretary	Steven J. Cornine
Election Month	February	Commissioner	MaryLou DeSimone
		Commissioner	Michael P. Dugan, Jr.

Certification Sections		Expand Section Length	
Preparer and Preparer - Other Assets Certification		Vehicle List	Standard
Preparer Name	Michael P. Dugan, Sr.	Accumulated Absences	Standard
Title	Treasurer	Salary & Benefit Detail	Standard
Address	PO Box 511, Cedar Knolls NJ 07927-0511	Capital Budget Detail	Standard
Phone	973-267-5659 Ext 118		
Fax	973-292-2576		
Email	mdugan@htfd3.com		

Approval Certification	
Officer's Name	Steven J. Cornine
Title	Secretary
Address	PO Box 511, Cedar Knolls NJ 07927-0511
Phone	973-267-5659 Ext 118
Fax	973-292-2576
Email	scornine@htfd3.com

Internet Certification	
Officer's Name	Michael P. Dugan, Jr.
Title	Clerk

Adoption Certification	
Officer's Name	Steven J. Cornine
Title	Secretary
Address	PO Box 511, Cedar Knolls NJ 07927-0511
Phone	973-267-5659 Ext 118
Fax	973-292-2576
Email	scornine@htfd3.com

2022

Hanover Township FD No. 3

Fire District Budget

htfd3.com



Division of Local Government Services

2022 FIRE DISTRICT BUDGET
Certification Section

2022

Hanover Township FD No. 3

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2022 to 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: _____

2022 PREPARER'S CERTIFICATION

Hanover Township FD No. 3

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:	mdugan@htfd3.com
Name:	Michael P. Dugan, Sr.
Title:	Treasurer
Address:	PO Box 511, Cedar Knolls NJ 07927-0511
Phone Number:	973-267-5659 Ext 118
Fax Number:	973-292-2576
E-mail Address:	mdugan@htfd3.com

2022 PREPARER'S CERTIFICATION OTHER ASSETS

Hanover Township FD No. 3

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:	mdugan@htfd3.com
Name:	Michael P. Dugan, Sr.
Title:	Treasurer
Address:	PO Box 511, Cedar Knolls NJ 07927-0511
Phone Number:	973-267-5659 Ext 118
Fax Number:	973-292-2576
E-mail Address:	mdugan@htfd3.com

FIRE DISTRICT INTERNET WEBSITE CERTIFICATION

Fire District's Web Address:	htfd3.com
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All fire districts shall maintain either an Internet website or a webpage on the municipality's Internet website. The purpose of the website or webpage shall be to provide increased public access to the Fire District's operations and activities. N.J.S.A. 40A:14-70.2 requires the following items to be included on the Fire District's website at a minimum for public disclosure. Check the boxes below to certify the Fire District's compliance with N.J.S.A. 40A:14-70.2.

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

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

Name of Officer Certifying Compliance:	Michael P. Dugan, Jr.
Title of Officer Certifying Compliance:	Clerk
Signature:	mdugan@htfd3.com

2022 APPROVAL CERTIFICATION

Hanover Township FD No. 3

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 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 November 18, 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:	scornine@htfd3.com
Name:	Steven J. Cornine
Title:	Secretary
Address:	PO Box 511, Cedar Knolls NJ 07927-0511
Phone Number:	973-267-5659 Ext 118
Fax Number:	973-292-2576
E-mail Address:	scornine@htfd3.com

2022 FIRE DISTRICT BUDGET RESOLUTION

Hanover Township FD No. 3

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

WHEREAS, the Annual Budget for Hanover Township FD No. 3 (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 November 18, 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 \$2,149,690.00 which includes an amount to be raised by taxation of \$1,452,945.00 and Total Appropriations of \$2,149,690.00; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on November 18, 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 6, 2022.

mduganjr@htfd3.com

(Secretary's Signature)

11/18/2021

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nav	Abstain	Absent
Robert E. O'Hare	X			
Michael P. Dugan, Sr.				X
Steven J. Cornine				X
MaryLou DeSimone	X			
Michael P. Dugan, Jr.	X			

2022 ADOPTION CERTIFICATION

Hanover Township FD No. 3

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 6, 2022.

Officer's Signature:	scornine@htfd3.com		
Name:	Steven J. Cornine		
Title:	Secretary		
Address:	PO Box 511, Cedar Knolls NJ 07927-0511		
Phone Number:	973-292-3059 EXT 118	Fax:	973-292-2576
E-mail address:	scornine@htfd3.com		

2022 ADOPTED BUDGET RESOLUTION

Hanover Township FD No. 3

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

WHEREAS, the Annual Budget for the Hanover Township FD No. 3 (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 6, 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 \$2,149,690.00 which includes amount to be raised by taxation of \$1,452,945.00, and Total Appropriations of \$2,149,690.00; 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 6, 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 Revenue of \$2,149,690.00, which includes amount to be raised by taxation of \$1,452,945.00, and Total Appropriations of \$2,149,690.00; 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.

scornine@htfd3.com

(Secretary's Signature)

1/6/2022

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Robert E. O'Hare	X			
Michael P. Dugan, Sr.	X			
Steven J. Cornine	X			
MaryLou DeSimone				X
Michael P. Dugan, Jr.	X			

**2022 FIRE DISTRICT BUDGET
Narrative and Information Section**

2022 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Hanover Township FD No. 3

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)
If November, was the resolution submitted to the Division?

February

2. Complete a brief statement on the 2022 proposed Annual Budget and make comparison to the 2021 adopted budget.

The 2022 budget is decreasing \$44,857 from the 2021 budget primarily due to the decrease of \$55,000 revenue anticipated for EMS services, offset by an increase of \$2,574 utilized from fund balance and an increase of \$5,000 for local registration fees.

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

Interest on Deposits - decrease of \$1,000 or -50% due to decrease in rates. Local Registration fees - increase of \$5,000 to be more consistent with 2020 and 2021 actual trends. Administration S&W & fringe benefits - increase \$10,015 or 12% - reflects an increase in the number of anticipated hours worked by the administrator and bookkeeper. Cost of Operations fringe benefits - increase \$73,052 or 22% - increase in health benefits and pension costs.

4. Complete a brief statement on the impact the proposed Annual Budget will have on the Amount to be Raised by Taxation, the use of the Restricted and Unrestricted Fund Balance(s) and how they are complying with the Property Tax Levy Cap. If Unrestricted Fund Balance is reduced by more than 10%, explain the projected impact on the following year's budget.

The amount to be raised by taxation will increase \$73,745 or 5.4% from the \$1,377,597 in 2021 to \$1,451,342 in 2022. \$72,351 of unrestricted fund balance will be utilized to help offset the tax increase. The projected tax rate will increase from \$0.094 to \$0.098 per \$100 of assessed valuation.

2022 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Hanover Township FD No. 3

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.

The 2022 Fire District budget is in compliance with the State's levy cap law.

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.

N/A

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

Hanover Township FD No. 3

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.

No

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

Total Assessed Valuation of District	\$	1,478,534,200.00
Proposed Tax Rate per \$100 of Assessed Valuation	\$	0.0940

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

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

No		Yes	
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FIRE DISTRICT CONTACT INFORMATION

2022

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

Name of Fire District:	Hanover Township FD No. 3		
<i>Address:</i>	PO Box 511		
<i>City, State, Zip:</i>	Cedar Knolls	NJ	07927-0511
<i>Phone: (ext.)</i>	973-267-5659 (118)	<i>Fax:</i>	973-292-2576
<i>Fire District E-mail:</i>	jschultz@htfd3.com		

Preparer's Name:	Michael P. Dugan, Sr.		
<i>Preparer's Address:</i>	PO Box 511		
<i>City, State, Zip:</i>	Cedar Knolls	NJ	07927-0511
<i>Phone: (ext.)</i>	973-267-5659 Ext 118	<i>Fax:</i>	973-292-2576
<i>E-mail:</i>	mdugan@htfd3.com		

Chairperson:	Robert E. O'Hare		
<i>Phone: (ext.)</i>	973-267-5659 (118)	<i>Fax:</i>	973-292-2576
<i>E-mail:</i>	rohare@htfd3.com		

Secretary:	Steven J. Cornine		
<i>Phone: (ext.)</i>	973-267-5659 (118)	<i>Fax:</i>	973-292-2576
<i>E-mail:</i>	scornine@htfd3.com		

Treasurer:	Michael P. Dugan, Sr.		
<i>Phone: (ext.)</i>	973-267-5659 (118)	<i>Fax:</i>	973-292-2576
<i>E-mail:</i>	mdugan@htfd3.com		

Name of Auditor:	Ms. Man C. Lee		
<i>Name of Firm:</i>	Nisivoccia		
<i>Address:</i>	200 Valley Road Suite 300		
<i>City, State, Zip:</i>	Mt Arlington	NJ	07856
<i>Phone: (ext.)</i>	973-328-1825	<i>Fax:</i>	973-298-8501
<i>E-mail:</i>	mlee@nisivoccia.com		

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

Hanover Township FD No. 3

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 recievable 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?

No

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

No

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

- 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 of 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)

Hanover Township FD No. 3

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? No

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? N/A
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? No
If "yes," indicate:
a) the year it was implemented
b) the total number of volunteer members presently eligible to participate
c) the total number of volunteer members presently vested
d) whether the annual contribution for each vested member is fixed or based on an automatic increase
e) the total LOSAP budgeted for the current year
f) 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.

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 INFORMATIONAL QUESTIONNAIRE

FIRE DISTRICT VEHICLES

Hanover Township FD No. 3

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

Use the space below to list the fire district's motor vehicles. Do not attach list as a separate document.

Year	Make	Model	Assigned Staff	Staff Position
2018	Ford	Pick-Up	Motor Pool	
2013	Chevrolet	Tahoe	Joseph M. Martin	Assistant Chief
2021	Ford/Demers	Ambulance	Motor Pool	
2002	Pierce	Aerial Truck	Motor Pool	
2019	Pierce	Pumper	Motor Pool	
2012	Pierce	Pumper	Motor Pool	
2019	Ford	Escape	Motor Pool	
2013	Chevrolet	Tahoe	Chad J. Digiorgio	Chief
2018	International/Horton	Ambulance	Motor Pool	
2010	International/Horton	Ambulance	Motor Pool	

FIRE DISTRICT SCHEDULE OF COMMISSIONERS AND OFFICERS

Hanover Township FD No. 3

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.

**Hanover Township FD No. 3
Morris
Reportable Compensation from Fire District
(W-2/ 1099)**

Name	Title	Average Hours per Week Dedicated to Position	Position			Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Fire District (health benefits, pension, etc.)	Total Compensation from Fire District
			Commissioner	Officer	Former					
1 Robert E. O'Hare	Commissioner	2	X			\$ 2,500.00			\$ 2,500.00	
2 Michael P. Dugan, Sr.	Commissioner	2	X			\$ 2,500.00			\$ 2,500.00	
3 Steven J. Cornine	Commissioner	2	X			\$ 2,500.00			\$ 2,500.00	
4 MaryLou DeSimone	Commissioner	2	X			\$ 2,500.00			\$ 2,500.00	
5 Michael P. Dugan, Jr.	Commissioner	2	X			\$ 2,500.00			\$ 2,500.00	
6 Chad DiGiorgio	Chief	40		X					\$ -	
7 Michael Belott	Lieutenant	40		X					\$ -	
8									\$ -	
9									\$ -	
10									\$ -	
11									\$ -	
12									\$ -	
13									\$ -	
14									\$ -	
15									\$ -	
Total:						\$ 12,500.00	\$ -	\$ -	\$ -	\$ 12,500.00

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

**Hanover Township FD No. 3
Morris**

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost 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)
<u>Active Employees - Health Benefits - Annual Cost</u>								
Single Coverage	6	9,911.00	59,466.00	4	8,105.00	32,420.00	27,046.00	83.4%
Parent & Child			-			-	-	0.0%
Employee & Spouse (or Partner)	2	14,742.00	29,484.00	1	15,678.00	15,678.00	13,806.00	88.1%
Family	2	20,303.00	40,606.00	2	21,203.00	42,406.00	(1,800.00)	-4.2%
Employee Cost Sharing Contribution (enter as negative -)			(25,523.00)			(17,609.00)	(7,914.00)	44.9%
Subtotal	10		104,033.00	7		72,895.00	31,138.00	42.7%
<u>Commissioners - Health Benefits - Annual Cost</u>								
Single Coverage	0		-			-	-	0.0%
Parent & Child	0		-			-	-	0.0%
Employee & Spouse (or Partner)	0		-			-	-	0.0%
Family	0		-			-	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)							-	0.0%
Subtotal	0		-	0		-	-	0.0%
<u>Retirees - Health Benefits - Annual Cost</u>								
Single Coverage	0		-			-	-	0.0%
Parent & Child	0		-			-	-	0.0%
Employee & Spouse (or Partner)	0		-			-	-	0.0%
Family	0		-			-	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)							-	0.0%
Subtotal	0		-	0		-	-	0.0%
GRAND TOTAL	10		104,033.00	7.00		72,895.00	31,138.00	42.7%

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

No

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

No

**Hanover Township FD No. 3
Morris**

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
Belott, Michael	65.325	\$ 15,000.00	X		
Bender, Lee	0.0625	\$ 9.50		X	
Calabrese, Karen	11.5	\$ 2,604.52			X
Danielson, Amanda	0.375	\$ 66.00		X	
DeSimone, Francesco	70.9375	\$ 22,473.00	X		
DiGiorgio, Chad	82.3125	\$ 36,900.00			X
Garcia, Jesus	0.125	\$ 18.00		X	
Gilson, Steven	26.375	\$ 5,578.84	X		
Makar, Keith	0.5	\$ 75.00		X	
Mauro, Michael	2.25	\$ 396.00		X	
McGuinness, Jon Connor	28.125	\$ 8,910.00	X		
Mockler, Kristel	19.4375	\$ 3,075.79		X	
Perrone, Jessica	5	\$ 880.00		X	
Schultz, James	6.41875	\$ 1,754.63			X
Sulpy, David	2.0875	\$ 287.74	X		
Ujfalussy, Theodore	38.25	\$ 8,090.64	X		
Waldron, Shawn	1.875	\$ 345.00		X	
Total liability for accumulated compensated absences at January 1, 2021 (this page only)		\$ 106,464.66			

**Hanover Township FD No. 3
Morris**

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) \$ 106,464.66

**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:	Hanover Township FD No. 3
County:	Morris
Year:	2022

Levy Cap Calculation Summary	
2021 Adopted Budget - Amount to be Raised by Taxation	\$ 1,377,597.00
Cap Bank Available from 2019 (See Levy Cap Certification)	
Cap Bank Available from 2020 (See Levy Cap Certification)	\$ 3,757.00
Cap Bank Available from 2021 (See Levy Cap Certification)	
Cap Bank Used from 2019	
Cap Bank Used from 2020	\$ 3,757.00
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	\$ 1,478,534,200.00
New Ratables - Increase in Valuations (New Construction and Additions)	\$ 3,130,800.00
Adopted Fire District Tax Rate (three decimals) per \$100	\$0.094
Projected Tax Rate based upon Proposed Levy	0.09806164

Budget Summary

Hanover Township FD No. 3 Morris

	<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	82,345.00	69,777.00	12,568.00	18.0%
Total Miscellaneous Anticipated Revenues	6,500.00	6,500.00	-	0.0%
Total Sale of Assets	-	-	-	0.0%
Total Interest on Investments & Deposits	1,000.00	2,000.00	(1,000.00)	-50.0%
Total Other Revenue	574,100.00	621,450.00	(47,350.00)	-7.6%
Total Operating Grant Revenue	-	-	-	0.0%
Total Revenues Offset with Appropriations	<u>32,800.00</u>	<u>102,725.71</u>	<u>(69,925.71)</u>	-68.1%
Total Revenues and Fund Balance Utilized	696,745.00	802,452.71	(105,707.71)	-13.2%
Amount to be Raised by Taxation to Support Budget	<u>1,452,945.00</u>	<u>1,377,597.00</u>	<u>75,348.00</u>	5.5%
Total Anticipated Revenues	<u>2,149,690.00</u>	<u>2,180,049.71</u>	<u>(30,359.71)</u>	-1.4%
APPROPRIATIONS				
Total Administration	113,063.00	104,013.00	9,050.00	8.7%
Total Cost of Operations & Maintenance	2,003,827.00	1,973,311.00	30,516.00	1.5%
Total Appropriations Offset with Revenue (must equal Revenues Offset with Appropriations)	32,800.00	102,725.71	(69,925.71)	-68.1%
Total Appropriated Duly Incorporated First Aid/Rescue Squad	-	-	-	0.0%
Total Deferred Charges	-	-	-	0.0%
Cash Deficit, Preceeding Year (N.J.S.A. 40A:14-78.6)	-	-	-	0.0%
Length of Service Award Program (LOSAP) Contribution	-	-	-	0.0%
Total Capital Appropriations	-	-	-	0.0%
Total Principal Payments on Debt Service	-	-	-	0.0%
Total Interest Payments on Debt	-	-	-	0.0%
Total Appropriations	<u>2,149,690.00</u>	<u>2,180,049.71</u>	<u>(30,359.71)</u>	-1.4%
ANTICIPATED SURPLUS (DEFICIT)	<u>-</u>	<u>-</u>	<u>-</u>	0.0%

**Hanover Township FD No. 3
Morris**

	<u>2022 Proposed Budget</u>	<u>2021 Adopted Budget</u>	<u>\$ Increase (Decrease) Proposed vs. Adopted</u>	<u>% Increase (Decrease) Proposed vs. Adopted</u>
<i>Fund Balance Utilized</i>				
Unrestricted Fund Balance	82,345.00	69,777.00	12,568.00	18.0%
Restricted Fund Balance	-	-	-	0.0%
Total Fund Balance Utilized	82,345.00	69,777.00	12,568.00	18.0%
<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	6,500.00	6,500.00	-	0.0%
Total Miscellaneous Anticipated Revenues	6,500.00	6,500.00	-	0.0%
<i>Sale of Assets (List Individually)</i>				
Asset #1			-	0.0%
Asset #2			-	0.0%
Asset #3			-	0.0%
Asset #4			-	0.0%
Total Sale of Assets	-	-	-	0.0%
<i>Interest on Investments & Deposits (List Accounts Separately)</i>				
Investment Account #1	1,000.00	2,000.00	(1,000.00)	-50.0%
Investment Account #2			-	0.0%
Investment Account #3			-	0.0%
Investment Account #4			-	0.0%
Total Interest on Investments & Deposits	1,000.00	2,000.00	(1,000.00)	-50.0%
<i>Other Revenue (List in Detail)</i>				
EMS Services	530,000.00	585,000.00	(55,000.00)	-9.4%
Local Registration Fees	32,900.00	25,000.00	7,900.00	31.6%
Fire Alarm and Standby Fees	3,500.00	3,750.00	(250.00)	-6.7%
Miscellaneous	7,700.00	7,700.00	-	0.0%
Total Other Revenue	574,100.00	621,450.00	(47,350.00)	-7.6%
<i>Operating Grant Revenue (List in Detail)</i>				
Supplemental Fire Service Act (P.L.1985,c.295)			-	0.0%
Other Grant #1			-	0.0%
Other Grant #2			-	0.0%
Other Grant #3			-	0.0%
Other Grant #4			-	0.0%
Other Grant #5			-	0.0%
Total Operating Grant Revenue	-	-	-	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	32,800.00	32,800.00	-	0.0%
Penalties and Fines			-	0.0%
Other Revenues			-	0.0%
Total Uniform Fire Safety Act	32,800.00	32,800.00	-	0.0%
<i>Other Revenues Offset with Appropriations (List)</i>				
FEMA Firefighter Grant		69,925.71	(69,925.71)	-100.0%
Other Offset Revenues #2			-	0.0%
Other Offset Revenues #3			-	0.0%
Other Offset Revenues #4			-	0.0%
Total Other Revenues Offset with Appropriations	-	69,925.71	(69,925.71)	-100.0%
Total Revenues Offset with Appropriations	32,800.00	102,725.71	(69,925.71)	-68.1%
TOTAL REVENUES AND FUND BALANCE UTILIZED	696,745.00	802,452.71	(105,707.71)	-13.2%

**Hanover Township FD No. 3
Morris**

	2022 Proposed Budget	2021 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<i>Administration - Personnel</i>				
Salary & Wages (excluding Commissioners)	71,502.00	62,500.00	9,002.00	14.4%
Commissioners	12,500.00	12,500.00	-	0.0%
Fringe Benefits	8,161.00	7,613.00	548.00	7.2%
Total Administration - Personnel	92,163.00	82,613.00	9,550.00	11.6%
<i>Administration - Other (List)</i>				
Professional and Outside Services	20,900.00	21,400.00	(500.00)	-2.3%
Other Administration Expense #2			-	0.0%
Other Administration Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1			-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Administration - Other	20,900.00	21,400.00	(500.00)	-2.3%
Total Administration	113,063.00	104,013.00	9,050.00	8.7%
<i>Cost of Operations & Maintenance - Personnel</i>				
Salary & Wages	964,017.00	1,012,567.00	(48,550.00)	-4.8%
Fringe Benefits	396,495.00	327,477.00	69,018.00	21.1%
Total Operations & Maintenance - Personnel	1,360,512.00	1,340,044.00	20,468.00	1.5%
<i>Cost of Operations & Maintenance - Other (List)</i>				
Other Operations & Maintenance Expense #1	643,315.00	633,267.00	10,048.00	1.6%
Other Operations & Maintenance Expense #2			-	0.0%
Other Operations & Maintenance Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1			-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Operations & Maintenance - Other	643,315.00	633,267.00	10,048.00	1.6%
Total Operations & Maintenance	2,003,827.00	1,973,311.00	30,516.00	1.5%
<i>Appropriations Offset with Revenue - Personnel</i>				
Salary & Wages	32,800.00	32,800.00	-	0.0%
Fringe Benefits	-	-	-	0.0%
Total Appropriations Offset with Revenue - Personnel	32,800.00	32,800.00	-	0.0%
<i>Appropriations Offset with Revenue - Other (List)</i>				
Firefighter Personal Protective Equipment		69,925.71	(69,925.71)	-100.0%
Other Expense #2			-	0.0%
Other Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1			-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Appropriations Offset with Revenue - Other	-	69,925.71	(69,925.71)	-100.0%
Total Appropriations Offset with Revenue	32,800.00	102,725.71	(69,925.71)	-68.1%
<i>Duly Incorporated First Aid/Rescue Squad Associations</i>				
Vehicles			-	0.0%
Equipment			-	0.0%
Materials & Supplies			-	0.0%
Total Duly Incorporated First Aid/Rescue Squad Associations	-	-	-	0.0%
<i>Emergency Appropriations & Deferred Charges (List)</i>				
Emergency Appropriation #1			-	0.0%
Emergency Appropriation #2			-	0.0%
Emergency Appropriation #3			-	0.0%
Deferred Charge #1 (cite statute)			-	0.0%
Deferred Charge #2 (cite statute)			-	0.0%
Declared State of Emergency (N.J.S.A. 40A:4-45.45 10b)			-	0.0%
Total Deferred Charges	-	-	-	0.0%
Cash Deficit, Preceding Year (N.J.S.A. 40A:14-78.6)			-	0.0%
Length of Service Award Program (LOSAP) Contribution (N.J.S.A. 40A:14-78.6)			-	0.0%
Total Capital Appropriations	-	-	-	0.0%
Total Principal Payments on Debt Service	-	-	-	0.0%
Total Interest Payments on Debt	-	-	-	0.0%
TOTAL APPROPRIATIONS	2,149,690.00	2,180,049.71	(30,359.71)	-1.4%

FIRE DISTRICT PROPOSED APPROPRIATIONS APPROPRIATION DETAIL PAGE

Hanover Township FD No. 3

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)"

<i>Line Item:</i>	<i>Proposed 2022 Amount</i>	<i>Adopted 2021 Amount</i>	<i>\$ Change Proposed vs. Adopted</i>	<i>% Change Proposed vs. Adopted</i>
Other Op & Maint. Expense #1			-	0.0%
Workers Comp	92,000.00	81,000.00	11,000.00	13.6%
Pay Per Call	20,000.00	25,000.00	(5,000.00)	-20.0%
FSA & EAP	6,500.00	1,500.00	5,000.00	333.3%
Accident/Sickness	15,000.00	16,000.00	(1,000.00)	-6.3%
HRA	5,000.00	5,000.00	-	0.0%
Bank Fees	400.00	400.00	-	0.0%
Conf/Conventions	1,000.00	2,000.00	(1,000.00)	-50.0%
Accounting	10,500.00	10,750.00	(250.00)	-2.3%
Legal Expenses	12,500.00	12,500.00	-	0.0%
Payroll Expenses	4,000.00	5,500.00	(1,500.00)	-27.3%
EMS Billing	36,770.00	39,530.00	(2,760.00)	-7.0%
Building - Security Syste	3,500.00	3,500.00	-	0.0%
Travel (reduced based on prioritizat	750.00	1,000.00	(250.00)	-25.0%
Postage	1,100.00	1,000.00	100.00	10.0%
Computer Support (Reduction base	7,000.00	6,000.00	1,000.00	16.7%
Water Cooler	1,500.00	1,500.00	-	0.0%
Lot Rental	500.00	500.00	-	0.0%
County Dispatch	23,500.00	23,800.00	(300.00)	-1.3%
Medical Director	12,000.00	12,000.00	-	0.0%
Building - Gas/Electric (Reduction b	15,500.00	15,500.00	-	0.0%
Building - Water/Sewerage	1,600.00	1,600.00	-	0.0%
Building - Property Insurance	34,000.00	28,000.00	6,000.00	21.4%
Building - Telephone/Data	6,000.00	7,500.00	(1,500.00)	-20.0%
Building - Landscape/Snow	5,000.00	4,500.00	500.00	11.1%
Building - General Repairs	39,545.00	30,000.00	9,545.00	31.8%
Building - Outside Professionals (Re	25,000.00	36,000.00	(11,000.00)	-30.6%
Building - Cleaning Services	1,000.00	1,000.00	-	0.0%
Building - HVAC	5,000.00	5,000.00	-	0.0%
Building - Station Generator	4,500.00	4,500.00	-	0.0%
Building - Fire Alarm System	650.00	650.00	-	0.0%
Building - Cable/VOIP	6,000.00	5,500.00	500.00	9.1%
Building - Vehicle Exhaust System R	2,500.00	1,500.00	1,000.00	66.7%
Vehicle Insurance	25,500.00	17,000.00	8,500.00	50.0%
Vehicle Maintenance - Ambulances	10,000.00	12,000.00	(2,000.00)	-16.7%
Vehicle Maintenance - Cars	5,000.00	5,000.00	-	0.0%

FIRE DISTRICT PROPOSED APPROPRIATIONS APPROPRIATION DETAIL PAGE

Hanover Township FD No. 3

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)"

<i>Line Item:</i>	<i>Proposed 2022 Amount</i>	<i>Adopted 2021 Amount</i>	<i>\$ Change Proposed vs. Adopted</i>	<i>% Change Proposed vs. Adopted</i>
Other Op & Maint. Expense #1 (Cont'd)			-	0.0%
Vehicle Maintenance - Ladder Truck	20,000.00	15,000.00	5,000.00	33.3%
Vehicle Maintenance - Pumpers	13,000.00	15,000.00	(2,000.00)	-13.3%
All Small Engines	500.00	500.00	-	0.0%
Equipment Maintenance - PPE	750.00	1,000.00	(250.00)	-25.0%
Oxygen	500.00	700.00	(200.00)	-28.6%
Equipment Maintenance - Radios/P	750.00	1,400.00	(650.00)	-46.4%
Equipment Maintenance - Batteries	1,500.00	1,800.00	(300.00)	-16.7%
Equipment Maintenance - SCBA	1,500.00	4,000.00	(2,500.00)	-62.5%
Equipment Maintenance - Ground L	1,000.00	1,000.00	-	0.0%
Equipment Maint. - Air Monitoring	750.00	1,000.00	(250.00)	-25.0%
Equipment Maint. - Misc. Hydraulic	1,000.00	1,500.00	(500.00)	-33.3%
Misc Maintenance Supplies	750.00	1,000.00	(250.00)	-25.0%
Equipment Maintenance - Fuel	17,000.00	14,000.00	3,000.00	21.4%
Extinguisher Maint	750.00	1,000.00	(250.00)	-25.0%
Equipment Maintenance - TIC	750.00	1,000.00	(250.00)	-25.0%
Maintenance - Other	1,000.00	1,500.00	(500.00)	-33.3%
Medical Supplies	20,000.00	35,000.00	(15,000.00)	-42.9%
Equipment Maint. - Hose Testing/Re	3,000.00	3,000.00	-	0.0%
Uniforms	8,500.00	8,000.00	500.00	6.3%
Training - Classes	11,000.00	10,000.00	1,000.00	10.0%
Training - Supplies	2,000.00	4,400.00	(2,400.00)	-54.5%
Physicals - New Member	5,000.00	6,000.00	(1,000.00)	-16.7%
Physicals - Annual	22,000.00	15,000.00	7,000.00	46.7%
Physicals - Immunizations	750.00	3,200.00	(2,450.00)	-76.6%
Association Membership	1,250.00	2,000.00	(750.00)	-37.5%
Admin Code/Statutes	200.00	200.00	-	0.0%
Trade Journals	100.00	100.00	-	0.0%
Other Subscriptions	100.00	400.00	(300.00)	-75.0%
Penn Care/EMS Charts/ERS/Power	16,500.00	13,000.00	3,500.00	26.9%
Non-Bondable Equipment (radio, pa	26,000.00	20,000.00	6,000.00	30.0%
Non-Bondable Equipment (PPE)	16,500.00	13,337.00	3,163.00	23.7%
Non-Bondable Equipment (SCBA Cy	4,600.00	6,000.00	(1,400.00)	-23.3%
Non-Bondable Equipment (compute	4,000.00	8,500.00	(4,500.00)	-52.9%
			-	0.0%
Other Op & Maint. Expense #1	643,315.00	633,267.00	10,048.00	1.6%

Hanover Township FD No. 3

Morris

2022 Proposed
Budget Salary &
Wages

<i>Administrative Positions Excluding Commissioners (List Individually)</i>	<i>Number of Staff</i>	<i>Annual Wages</i>	<i>2022 Proposed Budget Salary & Wages</i>	<i>PERS Contribution</i>	<i>PFRS Contribution</i>	<i>Employee Group Health Insurance</i>	<i>Other Fringe Benefits</i>	<i>2022 Proposed Budget Fringe Benefits</i>
Administrator	1.00	\$ 48,508.00	\$ 48,508.00				\$ 2,624.00	\$ 2,624.00
Bookkeeper	1.00	\$ 22,994.00	\$ 22,994.00				\$ 5,537.00	\$ 5,537.00
Position #3			\$ -					\$ -
Position #4			\$ -					\$ -
Position #5			\$ -					\$ -
Position #6			\$ -					\$ -
Position #7			\$ -					\$ -
Position #8			\$ -					\$ -
Total Administration	2.00		\$ 71,502.00	\$ -	\$ -	\$ -	\$ 8,161.00	\$ 8,161.00

2022 Proposed
Budget Salary &
Wages

<i>Operation & Maintenance Positions (List Individually)</i>	<i>Number of Staff</i>	<i>Annual Wages</i>	<i>2022 Proposed Budget Salary & Wages</i>	<i>PERS Contribution</i>	<i>PFRS Contribution</i>	<i>Employee Group Health Insurance</i>	<i>Other Fringe Benefits</i>	<i>2022 Proposed Budget Fringe Benefits</i>
Fire Chief/Fire Official/EMT	1.00	\$ 100,287.00	\$ 100,287.00		\$ 27,010.00	\$ 6,903.00	\$ 15,190.00	\$ 49,103.00
Captain	1.00	\$ 55,896.00	\$ 55,896.00		\$ 11,344.00		\$ 6,380.00	\$ 17,724.00
Fire Fighter/Lieutenant	2.00	\$ 102,989.00	\$ 205,978.00		\$ 41,803.00	\$ 20,979.00	\$ 23,511.00	\$ 86,293.00
Fire Fighter/Inspector/EMT	2.00	\$ 84,629.00	\$ 169,258.00		\$ 34,352.00	\$ 33,235.00	\$ 19,319.00	\$ 86,906.00
Fire Fighter/EMT	3.00	\$ 43,000.00	\$ 129,000.00		\$ 26,181.00	\$ 22,929.00	\$ 14,724.00	\$ 63,834.00
FT EMT	2.00	\$ 43,104.00	\$ 86,208.00	\$ 33,447.00		\$ 19,987.00	\$ 9,840.00	\$ 63,274.00
PD EMT	5.00	\$ 6,354.40	\$ 31,772.00				\$ 4,578.00	\$ 4,578.00
PT EMT	5.00	\$ 30,523.60	\$ 152,618.00				\$ 20,315.00	\$ 20,315.00
Overtime/Stand By/Holiday/Accrued Sick	1.00	\$ 33,000.00	\$ 33,000.00				\$ 4,468.00	\$ 4,468.00
Position #10			\$ -					\$ -
Position #11			\$ -					\$ -
Position #12			\$ -					\$ -
Position #13			\$ -					\$ -
Position #14			\$ -					\$ -
Total Operation & Maintenance	22.00		\$ 964,017.00	\$ 33,447.00	\$ 140,690.00	\$ 104,033.00	\$ 118,325.00	\$ 396,495.00

2022 Proposed
Budget Salary &
Wages

<i>Salary Offset by Revenue Positions (List Individually)</i>	<i>Number of Staff</i>	<i>Annual Wages</i>	<i>2022 Proposed Budget Salary & Wages</i>	<i>PERS Contribution</i>	<i>PFRS Contribution</i>	<i>Employee Group Health Insurance</i>	<i>Other Fringe Benefits</i>	<i>2022 Proposed Budget Fringe Benefits</i>
Fire official	1.00	\$ 32,800.00	\$ 32,800.00					\$ -
Position #2			\$ -					\$ -
Position #3			\$ -					\$ -
Position #4			\$ -					\$ -
Position #5			\$ -					\$ -
Position #6			\$ -					\$ -
Position #7			\$ -					\$ -
Position #8			\$ -					\$ -
Total Offset by Revenue	1.00		\$ 32,800.00	\$ -	\$ -	\$ -	\$ -	\$ -

Total Administration, Operations & Offset by Revenue	25.00		\$ 1,068,319.00	\$ 33,447.00	\$ 140,690.00	\$ 104,033.00	\$ 126,486.00	\$ 404,656.00
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**Hanover Township FD No. 3
Morris**

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

<i>List Project Separately</i>	<i>Asset Type</i>	<i>Time of General Election February or November</i>	<i>Date of Approval</i>	<i>Affirmative Vote Percentage</i>	<i>2022 Proposed Budget</i>	<i>2021 Adopted Budget</i>		
Capital Improvement #1								
Capital Improvement #2								
Capital Improvement #3								
Capital Improvement #4								
Capital Improvement #5								
Capital Improvement #6								
Capital Improvement #7								
Total Capital Improvements					\$	-	\$	-

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

<i>List Project Separately</i>	<i>Asset Type</i>	<i>Date of Local Finance Board Approval</i>	<i>Date of Voter Approval</i>	<i>Affirmative Vote Percentage</i>	<i>2022 Proposed Budget</i>	<i>2021 Adopted Budget</i>		
Capital Improvement #1								
Capital Improvement #2								
Capital Improvement #3								
Capital Improvement #4								
Capital Improvement #5								
Capital Improvement #6								
Capital Improvement #7								
Total Down Payments					\$	-	\$	-
Total Capital Improvements & Down Payments					\$	-	\$	-

RESERVE FOR FUTURE CAPITAL OUTLAYS

TOTAL CAPITAL APPROPRIATIONS

\$	-	\$	-
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Capital Appropriations Offset with Restricted Fund
 Capital Appropriations Offset with Grants
 Capital Appropriations Offset with Unrestricted Fund

**Hanover Township FD No. 3
Morris**

	<u>Date of Voter Approval</u>	<u>% of Voter Approval</u>	<u>Date of Local Finance Board Approval</u>	<u>Current Year 2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>Thereafter</u>	<u>Total Principal Outstanding</u>
<i>General Obligation Bonds</i>												
General Obligation Bond #1												\$ -
General Obligation Bond #2												\$ -
General Obligation Bond #3												\$ -
General Obligation Bond #4												\$ -
Total Principal - General Obligation Bonds				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Bond Anticipation Notes</i>												
BAN #1												-
BAN #2												-
BAN #3												-
BAN #4												-
Total Principal - BANs				-	-	-	-	-	-	-	-	-
<i>Capital Leases</i>												
Capital Lease #1												
Capital Lease #2												
Capital Lease #3												
Capital Lease #4												
Total Principal - Capital Leases												
<i>Intergovernmental Loans</i>												
Intergovernmental #1												
Intergovernmental #2												
Intergovernmental #3												
Intergovernmental #4												
Total Principal - Intergovernmental Loans												
<i>Other Bonds or Notes Payable</i>												
Other Bonds or Notes #1												
Other Bonds or Notes #2												
Other Bonds or Notes #3												
Other Bonds or Notes #4												
Total Principal - Other Bonds or Notes												
TOTAL PRINCIPAL ALL OBLIGATIONS												

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

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

**Hanover Township FD No. 3
Morris**

	Current Year 2021	2022	2023	2024	2025	2026	2027	Thereafter	Total Interest Payments Outstanding
<i>General Obligation Bonds</i>									
General Obligation Bond #1									
General Obligation Bond #2									
General Obligation Bond #3									
General Obligation Bond #4									
Total Interest - General Obligation Bonds									
<i>Bond Anticipation Notes</i>									
BAN #1									
BAN #2									
BAN #3									
BAN #4									
Total Interest Payments - BANs									
<i>Capital Leases</i>									
Capital Lease #1									
Capital Lease #2									
Capital Lease #3									
Capital Lease #4									
Total Interest Payments - Capital Leases									
<i>Intergovernmental Loans</i>									
Intergovernmental #1									
Intergovernmental #2									
Intergovernmental #3									
Intergovernmental #4									
Total Interest Payments - Intergovernmental									
<i>Other Bonds or Notes Payable</i>									
Other Bonds or Notes #1									
Other Bonds or Notes #2									
Other Bonds or Notes #3									
Other Bonds or Notes #4									
Total Interest Payments - Other Bonds or Notes									
TOTAL INTEREST ALL OBLIGATIONS									

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

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

**Hanover Township FD No. 3
Morris**

UNRESTRICTED FUND BALANCE

Beginning balance January 1, 2021 (1)	\$ (1,044,820.00)
Plus: Accrued Unfunded Pension Liability (1)	\$ 2,115,616.00
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	
Less: Utilized in 2021 Adopted Budget	\$ 69,777.00
Proposed balance available	\$ 1,001,019.00
Estimated results of operations for the year ending December 31, 2021	
Anticipated balance December 31, 2021	\$ 1,001,019.00
Less: Fund Balance utilized in 2022 Proposed Budget	\$ 82,345.00
Proposed balance after utilization in 2022 Proposed Budget	\$ 918,674.00

RESTRICTED FUND BALANCE

Beginning balance January 1, 2021 (1)	
Less: Utilized in 2021 Adopted Budget	\$ -
Proposed balance available	\$ -
Estimated results of operations for the year ending December 31, 2021	
Anticipated balance December 31, 2021	\$ -
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) This line item must agree to audited financial statements.

**Hanover Township FD No. 3
Morris**

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	\$ -	\$ -

**Hanover Township FD No. 3
Morris**

LEVY CAP CALCULATION

Prior Year Amount to be Raised by Taxation for Fire District Purposes	1,377,597.00
Changes in Service Provider (+/-)	-
DLGS Approved Adjustments	-
Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation	1,377,597.00
Plus: 2% Cap Increase	27,551.94
ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS	1,405,148.94

Exclusions

Shared Service Exclusion	-
Change in Total Debt Service Appropriation	-
Allowable Pension Increases	38,910.00
Allowable Increase in Health Care Costs	2,186.85
Changes in LOSAP Contributions (+/-)	-
Extraordinary Costs due to a "Declared" Emergency	-
Net Capital Improvement Fund and/or Down Payment on Improvements	-
Total Exclusions	41,096.85

Less: Cancelled or Unexpended Referendum Amounts

Increase in Ratable Valuation (New Construction/Additions)	3,130,800.00	
Prior Year Local Fire District Tax Rate (3 decimals/\$100)	\$0.094	2,942.95
ADJUSTED TAX LEVY		1,449,188.74

Amount Utilized from Levy Cap Bank from 2019	-
Amount Utilized from Levy Cap Bank from 2020	3,757.00
Amount Utilized from Levy Cap Bank from 2021	-
Maximum Tax Levy Before Referendum	1,452,945.74
Amount Proposed for Levy Cap Referendum	-
MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION	1,452,945.74

CAP BANK CALCULATION

Amount to be Raised by Taxation	1,452,945.00
Cap Bank Available from Prior Year (2019) for 2022 Budget	-
Cap Bank Available from Prior Year (2020) for 2022 Budget	3,757.00
Revised Cap Bank from Prior Year (2021) Available for 2022 Budget	-
Cap Bank Available from Prior Year (2021) for 2022 Budget	-
Revised Cap Bank from Prior Year (2021) Available for 2023 Budget	-
Cap Bank from Current Year (2022) Available for 2023 Budget	(3,756.26)
Cap Bank Available from (2022) for 2023 Budget	0.74

Hanover Township FD No. 3
Morris

Name of Entity Providing Service	Type of Shared Service Provided (List Each Separately)	Health Care Costs		Pension Costs		Debt Service Costs		Capital Improvement Costs		Declared Emergency Costs		Total Shared Services Cost		Salary Costs		Other Costs		Total		
		Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	
													-	-					-	-
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Total		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Hanover Township FD No. 3

Morris

PENSION CONTRIBUTION CALCULATION

2022 Proposed Budget PERS Contribution Appropriated	\$ 33,447.00
2022 Proposed Budget PFRS Contribution Appropriated	\$ 140,690.00
Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs	\$ -
Net 2022 Base Amount	\$ 174,137.00
2021 Adopted Budget PERS Contribution	\$ 29,179.00
2021 Adopted Budget PFRS Contribution	\$ 106,048.00
Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs	
Net 2021 Base Amount	\$ 135,227.00
Pension Contribution Exclusion	\$ 38,910.00

LOSAP CALCULATION

2022 Proposed Budget LOSAP Appropriation	\$ -
2021 Adopted Budget LOSAP Appropriation	\$ -
LOSAP Exclusion (+/-)	\$ -

DEBT SERVICE CALCULATION

2022 Proposed Budget Total Debt Service Appropriation	\$ -
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	\$ -
2021 Adopted Budget Total Debt Service Appropriation	\$ -
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	\$ -
Debt Service Exclusion	\$ -

CAPITAL APPROPRIATION CALCULATION

2022 Proposed Budget Total Capital Appropriation	\$ -
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	\$ -
2021 Adopted Budget Total Capital Appropriation	\$ -
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	\$ -
Capital Expenditure Exclusion	\$ -

HEALTH INSURANCE EXCLUSION CALCULATION

SFY 2022	5.0%
2022 Proposed Budget Administration Health Insurance Appropriation	\$ -
2022 Proposed Budget Operations & Maintenance Health Insurance Appropriation	\$ 104,033.00
2022 Proposed Budget Group Health Insurance	\$ 104,033.00
2021 Adopted Budget Administration Health Insurance Appropriation	
2021 Adopted Budget Operations & Maintenance Health Insurance Appropriation	72,895
2021 Adopted Budget Group Health Insurance	\$ 72,895.00
Net Increase (Decrease)	\$ 31,138.00
Net Increase Divided by 2021 Amount Budgeted = % Increase	42.72%
SFY 2022 State Health Average 0% Less 2% = % Increase Added to Current Levy	3.00%
% Increase less % Increase Exclusion = % Increase Inside Cap	39.72%
% Increase Inside Cap * 2021 Expended = Added Amount Inside Cap	\$ 28,951.15
% Increase Exclusion * 2021 Expended = 2022 Appropriation Added to Levy	\$ 2,186.85
Amount Above the Levy Exclusion (Actual Increase - State Health Benefit Average)	\$ 27,493.25
2022 Increase in Appropriation	\$ 31,138.00