

2019

LOWER TOWNSHIP 3  
Fire District Budget

[ltbcfd3.com](http://ltbcfd3.com)

Department Of



Community  
Affairs

Division of Local Government Services

# **2019 FIRE DISTRICT BUDGET**

## **Certification Section**

**2019**

LOWER TOWNSHIP 3

**FIRE DISTRICT BUDGET**

**FISCAL YEAR: January 1, 2019 to December 31, 2019**

***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: \_\_\_\_\_

# 2019 PREPARER'S CERTIFICATION

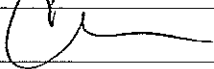
LOWER TOWNSHIP 3

## FIRE DISTRICT BUDGET

**FISCAL YEAR:** January 1, 2019 to December 31, 2019

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 statute 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:			
Name:	Gary Douglass		
Title:	Treasurer		
Address:	891 Myrna Road Cape May, NJ 08204		
Phone Number:	609-602-6307	Fax Number:	609-884-7578
E-mail address:	mldouglass@comcast.net		

# 2019 PREPARER'S CERTIFICATION OTHER ASSETS


LOWER TOWNSHIP 3

## FIRE DISTRICT BUDGET

**FISCAL YEAR: January 1, 2019 to December 31, 2019**

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:			
Name:	Gary Douglass		
Title:	Treasurer		
Address:	891 Myrna Road Cape May, NJ 08204		
Phone Number:	609-602-6307	Fax Number:	609-884-7578
E-mail address:	mldouglass@comcast.net		

# 2019 APPROVAL CERTIFICATION

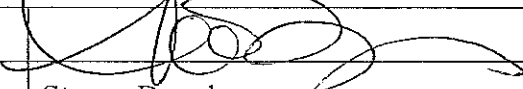
LOWER TOWNSHIP 3

## FIRE DISTRICT BUDGET

**FISCAL YEAR:** January 1, 2019 to December 31, 2019

It is hereby certified that the Fire District Budget, including all schedules appended hereto, are a true copy of the Annual Budget approved by resolution by 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 the 20th day of November, 2018.

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the Board of Commissioners thereof.

Officer's Signature:			
Name:	Steven Douglass		
Title:	Secretary		
Address:	560 Seashore Road Cape May, NJ 08204		
Phone Number:	609-231-8340	Fax Number:	609-884-7578
E-mail address:	Sdouglass67@comcast.net		

# FIRE DISTRICT INTERNET WEBSITE CERTIFICATION

<b>Fire District's Web Address:</b>	ltbcfd3.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.

- X A description of the Fire District's mission and responsibilities
- X Commencing with 2013, the budgets for the current fiscal year and immediately two prior years
- X The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- X Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- X The Fire District's rules, regulations and official policy statements deemed relevant by the commissioners to the interests of the residents within the district
- X 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
- X 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
- X 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
- X A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization 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

Gary Douglass

Title of Officer Certifying compliance

Treasurer

Signature



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# 2019 FIRE DISTRICT BUDGET RESOLUTION

## LOWER TOWNSHIP 3

**FISCAL YEAR: January 1, 2019 to December 31, 2019**

WHEREAS, the Annual Budget for the Lower Township Fire District No. 3 (the "Fire District") for the fiscal year beginning January 1, 2019 and ending December 31, 2019 has been presented before the Board of Commissioners of the Fire District at its open public meeting of November 20, 2018; 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.) *[Include the following as appropriate: [includes a proposed public referendum in the amount of \$0.0 in excess of the allowable amount to be raised by taxation][includes a proposed public referendum in the amount of \$0.0 as an appropriation from restricted fund balance to be used as budget revenue]]*; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,350,539, which includes an amount to be raised by taxation of \$764,133, and Total Appropriations of \$1,350,539; and

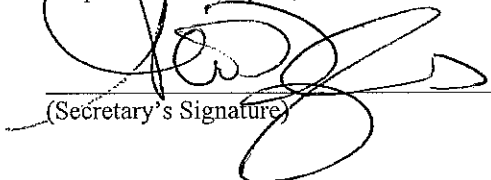
WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations 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 20, 2018 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2019 and ending December 31, 2019 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 15, 2019.

  
 \_\_\_\_\_  
 (Secretary's Signature)

11-20-18  
 (Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Jeffrey Van Mourik	X			
Robert Sweeten	X			
Dennis Robertson <i>SECOND</i>	X			
Gary Douglass <i>MOTION</i>	X			
Steven Douglass	X			



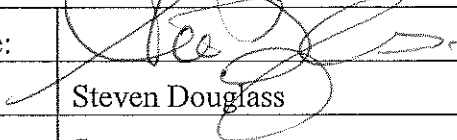
# 2019 ADOPTION CERTIFICATION

LOWER TOWNSHIP 3

## FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2019 to December 31, 2019

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 the 22nd day of January, 2019.

Officer's Signature:			
Name:	Steven Douglass		
Title:	Secretary		
Address:	560 Seashore Road Cape May, NJ 08204		
Phone Number:	609-231-8340	Fax Number:	609-884-7578
E-mail address:	Sdouglass67@comcast.net		

# 2019 ADOPTED BUDGET RESOLUTION

## LOWER TOWNSHIP 3

**FISCAL YEAR: January 1, 2019 to December 31, 2019**

WHEREAS, the Annual Budget for the Lower Township Fire District No. 3 (the "Fire District") for the fiscal year beginning January 1, 2019 and ending December 31, 2019, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 22, 2019; 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.) *[Include as appropriate: [includes a proposed public referendum in the amount of \$0\_ in excess of the allowable amount to be raised by taxation][includes a proposed public referendum in the amount of \$\_0\_ as an appropriation from restricted fund balance to be used as budget revenue]]*; and

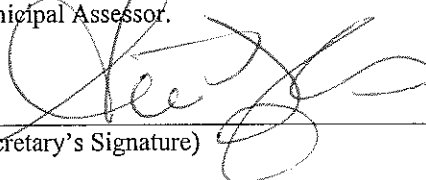
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,350,539, which includes amount to be raised by taxation of \$764,133, and Total Appropriations of \$1,350,539; and

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 22, 2019 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2019 and ending December 31, 2019, is hereby adopted and, *[subject to the proposed referendum being approved by 50 percent of the voters]* shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,350,539, which includes amount to be raised by taxation of \$764,133, and Total Appropriations of \$1,350,539; 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.

  
 \_\_\_\_\_  
 (Secretary's Signature)

1-22-19  
 (Date)

**Board of Commissioners Recorded Vote**

Member	Aye	Nay	Abstain	Absent
Jeffrey Van Mourik	X			
Robert Sweeten	X			
Dennis Robertson <i>Motown</i>	X			
Gary Douglass	X			
Steven Douglass <i>Secord</i>	X			

**2019 FIRE DISTRICT BUDGET**  
**Narrative and Information Section**

# 2019 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

## LOWER TOWNSHIP 3

**FISCAL YEAR: January 1, 2019 to December 31, 2019**

*Answer all questions below. Attach additional pages and schedules as needed.*

1. Complete a brief statement on the 2019 proposed Annual Budget and make comparison to the 2017 adopted budget. Explain any variances over +/-10% for each line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item.

Slight increase due to planned repairs to HVAC system

2. Complete a brief statement on the impact the proposed Annual Budget will have on the Amount to be Raised by Taxation to support the district budget and on the Restricted and Unrestricted Fund Balance(s). Explain increases or decreases in the tax rate and utilization of fund balances. If Unrestricted Fund Balance is reduced by more than 10%, explain the projected impact on the following year's budget.

Tax rate remains same as prior year

3. Include a statement explaining how the Fire District is complying with the Property Tax Levy Cap. The statement must explain 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.

District spending is stable to comply with Cap

4. If the Fire District plans to pass a Resolution for the Release of Restricted Fund Balance, explain the reason and purposes of the appropriation.

N/A

5. Complete a brief statement on the Annual Budget's proposed capital appropriations and payment methods, including debt service for the proposed budget year and for future years.

Capital Debt comparable with prior budgets

6. 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.

None

7. 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 to N.J.S.A. 40A:14-85.1? If so, provide the organization's incorporated name and amounts.

None

8. 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	\$1,186,017,900
Proposed Tax Rate per \$100 of Assessed Valuation	\$.064

9. 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	XX	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? N/A

No		Yes	
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# FIRE DISTRICT CONTACT INFORMATION 2019

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

<b>Name of Fire District:</b>	Lower Township Fire District 3		
Address:	PO Box 162		
City, State, Zip:	Rio Grande	NJ	08242
Phone: (ext.)	609-231-8340	Fax:	609-884-7578

<b>Preparer's Name:</b>	Gary Douglass		
Preparer's Address:	891 Myrna Road		
City, State, Zip:	Cape May	NJ	08204
Phone: (ext.)	609-602-6307	Fax:	609-884-7578
E-mail:	<a href="mailto:mldouglass@comcast.net">mldouglass@comcast.net</a>		

<b>Chairman:</b>	Jeffrey Van Mourik		
Phone: (ext.)	609-377-1875	Fax:	609-884-7578
E-mail:	<a href="mailto:jeffvanm@yahoo.com">jeffvanm@yahoo.com</a>		

<b>Secretary/Treasurer:</b>	Steven Douglass		
Phone: (ext.)	609-231-8340	Fax:	609-884-7578
E-mail:	<a href="mailto:Sdouglass67@comcast.net">Sdouglass67@comcast.net</a>		

<b>Name of Auditor:</b>	Leon Costello		
Name of Firm:	Ford, Scott and Associates		
Address:	1535 Haven Ave		
City, State, Zip:	Ocean City	NJ	08224
Phone: (ext.)	609-399-6333 ex. (225)	Fax:	609-399-3710
E-mail:	<a href="mailto:lcostello@ford-scott.com">lcostello@ford-scott.com</a>		

# FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

## LOWER TOWNSHIP 3

**FISCAL YEAR: January 1, 2019 to December 31, 2019**

Answer all questions below completely and attach additional information as required.

- 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) Did any current or former commissioner or officer have a family or business relationship with any other current or former commissioner or officer during the current fiscal year? YES *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Fire District.*  
*Gary Douglass and Steven Douglass are brothers and serve on current board*
- 4) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Fire District file the form as required? YES *If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.*
- 5) Does the Fire District have any amounts receivable from current or former commissioners, officers, or employees? NO *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Fire District.*
- 6) 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," attach 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.*
- 7) 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 -NO
  - 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," attach a description of the transaction including the name and position of the individual and the amount expended.*

**FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE  
(CONTINUED)  
LOWER TOWNSHIP 3**

**FISCAL YEAR: January 1, 2019 to December 31, 2019**

- 8) Attach a 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." Attached
- 9) Did the Fire District make any payments to current or former commissioners or employees for severance or termination? NO *If "yes," attach explanation including amount paid.*
- 10) 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," attach explanation including amount paid.*
- 11) 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
- 12) If the answer to #11 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 Attached *If "yes," attach a copy of the agreement. If "no," attach 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.*
- 13) Does the Fire District have a Length of Service Award Program (LOSAP) plan? YES *If "yes," indicate a) the year it was implemented; 1999 b) the total number of volunteer members presently eligible to participate; 31 c) the total number of volunteer members presently vested; 16 d) whether the annual contribution for each vested member is fixed or based on an automatic increase; UPON APPROVAL BY COMMISSIONERS YEARLY e) the total LOSAP budgeted for the current year; \$51,000 and 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. YES*



**FIRE DISTRICT SCHEDULE OF COMMISSIONERS AND OFFICERS  
LOWER TOWNSHIP 3**

**FISCAL YEAR: January 1, 2019 to December 31, 2019**

*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 and any other public entities as defined below. Enter zero if no compensation was paid.  
Gary Douglass \$6300 District \$95,000 Lower Township  
Steven Douglass \$5800 District  
Dennis Robertson \$4100 District \$1400 LT Bureau of Fire Safety  
Jeffrey Van Mourik \$4100 District  
Robert Sweeten \$4100 District \$500 Middle Twp Fire # 2
- 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 and any other public entities during the most recent fiscal year completed.  
NONE

**Commissioner:** A member of the governing body of the Fire District with voting rights. Include alternates for 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 official 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 transactions 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 2016.

**Other Public Entity:** Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Fire District either by function or by physical location.



## Agreement

This Agreement is made on the 1<sup>st</sup> day of January, 2015, by and between THE **COMMISSIONERS OF FIRE DISTRICT NO. 3**, In the Township of Lower, County of Cape May, State of New Jersey, located at 415 Breakwater Road, PO Box 162, Rio Grande, New Jersey, 08242, hereinafter referred to as Commissioners; and the **ERMA VOLUNTEER FIRE COMPANY, INC.** located at 415 Breakwater Road, Erma New Jersey 08204, hereinafter referred to as FIRE COMPANY.

**WHEREAS**, NJSA 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 agreement(s) with the Fire Company or companies within their jurisdiction upon terms that are fair and proper for the providing of fire protection services to fire district; and

**WHEREAS**, the term "Fire Company" shall reflect either plural or singular as applicable to this particular agreement.

**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 Fire Company will extinguish fires within the fire district or within such other areas or territories as may be contracted for by the Commissioners, or pursuant to mutual aid agreements which have been approved by the Commissioners. For the purpose hereof, the term "extinguishing fires" shall be used in its broadest and most universal sense.
2. Nothing herein shall be construed to increase any liability on the part of the Fire Company to the public for errors or omissions in the performance or non-performance of its duties hereunder, or pursuant to any other requirement.
3. The members of the Fire Company, in performing fire duty, shall be deemed to be exercising a governmental function, when providing service pursuant to this Agreement.
4. The Fire Company shall be under the supervision of The Commissioners. Notwithstanding anything to the contrary herein contained, the Commissioners will exercise jurisdiction over the Fire Company according to NJ Statute 40A:14-68 and 40A: 14-81 and will not interfere or seek to regulate the internal

administration of The Fire Company. The Fire Company may not take any action which is contrary to law or official actions the Commissioners, when the Fire Company is providing service pursuant to this Agreement.

5. The Fire Company shall perform such other duties, directly or indirectly related to the extinguishment of fires, as may be directed from time to time by the Commissioners.
6. The Commissioners shall provide workers compensation insurance coverage for all volunteer firefighters of the Fire Company and liability coverage for the Fire Company and its apparatus vehicles and equipment for limits of not less than \$1,000,000.00 for injuries to one person and \$1,000,000.00 for injuries to more than one person or persons for not less than \$1,000,000.00.
7. The Commissioners shall provide payment to the Fire Company for providing firefighting services in the amount of \$35,000.00. This payment shall be made in four equal installments, upon receipt by the Commissioners of the quarterly payments from the Chief Financial Officer of the Township of Lower. The Commissioners will require submission of a voucher as a prerequisite to payment.
8. Upon the annual renewal of the agreement, the Fire Company shall submit a full audit performed by a Certified Public Accountant. Any changes monetary or otherwise will be brought to the Commissioners on or before October 1<sup>st</sup> prior to the budget year.
9. This agreement is contingent upon adequate funding being provided by the annual budget and by appropriation of the Commissioners.
10. The term of this agreement shall be from the date of full execution of this Agreement to December 31, 2015
11. Unless either party furnishes (60) day notice of non renewal of this agreement prior to its expiration, this Agreement shall continue on a month to month basis following the expiration date herein, provided same shall be subject to termination by either party upon (60) days notice.
12. The Fire Chief or Assistant Fire Chief of the Fire Company shall meet with the Commissioners at their monthly meeting. The Fire Chief shall provide quarterly reports of apparatus and equipment inspections, fuel consumption, fires and drills, and updated membership rosters.
13. The Fire Company shall be responsible for the cleaning and general maintenance of the firehouse. The Fire Company will obtain written consent and approval of the Fire District prior to any and all repairs or alterations to the

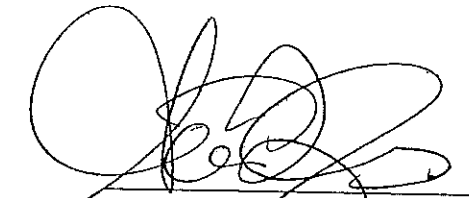
firehouse made by outside contractors. Any cost incurred for maintenance and or repairs will be borne by the Commissioners.

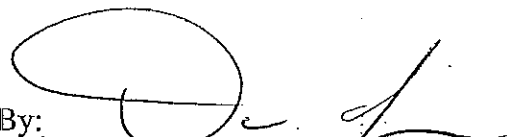
14. The Fire Company may not at any time utilize, take part, perform or rent the firehouse facilities for any function that is contrary to law.
15. The Commissioners shall also make available the amount of \$19,000.00 for the year 2014<sup>✓</sup> to support the Fire Company's program to provide a stipend to the members of the Fire Company. This program is intended to increase the participation of Fire Company Members at Drills and Alarms. This amount and program will be reviewed yearly to determine its effectiveness. The Commission reserves the right to terminate the funding for the program if it does not have the desired effect.
16. 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 invalidated language is material to the purpose and intentions of the parties.
17. Payment for training will be provided by The Commissioners out of the budget item for that purpose. In order to receive payment for training the following must take place. The Fire Company through their representative must make such request. Upon completion of training, proof must be provided to The Commissioners. If training is paid for and not attended or completed it is the Fire Company's responsibility to seek reimbursement from its member. If this is the case that amount will be deducted from the quarterly payment from The Commissioners to the Fire Company. It should be understood that any training paid by The Commissioners be relevant to the members service to the Fire Company and that said training be put to practice in their service to Fire District #3.

**IN WITNESS WHEREOF**, the parties hereto have set their hands and seals or caused their corporation seals to be affixed on the date and year first written above.

ATTESTED BY:

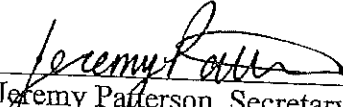
THE COMMISSIONERS OF FIRE DISTRICT 3  
TOWNSHIP OF LOWER  
COUNTY OF CAPE MAY  
STATE OF NEW JERSEY

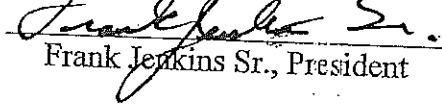
  
\_\_\_\_\_  
Steven Douglass, Secretary

By:   
\_\_\_\_\_  
David Lepor, Chairman

ATTESTED BY:

ERMA VOL. FIRE COMPANY  
TOWNSHIP OF LOWER  
COUNTY OF CAPE MAY  
STATE OF NEW JERSEY

  
Jeremy Patterson, Secretary

By:   
Frank Jenkins Sr., President

**INTERLOCAL SERVICES AGREEMENT**  
**FIRE SUPPRESSION SERVICES**

BETWEEN **THE BOROUGH OF WILDWOOD CREST**  
AND **WILDWOOD CREST VOLUNTEER FIRE COMPANY NO. 1**  
AND **THE TOWNSHIP OF LOWER**  
AND **THE COMMISSIONERS OF FIRE DISTRICT NO. 3, TOWNSHIP OF LOWER, COUNTY OF CAPE MAY**

THIS AGREEMENT made on this 30 day of NOV., 2016, by and between **BOROUGH OF WILDWOOD CREST**, a municipal corporation of the State of New Jersey, having its principal place of business at 6101 Pacific Avenue, Wildwood Crest, New Jersey, 08260, hereinafter referred to as the "Borough", **WILDWOOD CREST VOLUNTEER FIRE COMPANY NO. 1**, having its principal place of business at 7100 Pacific Avenue, Wildwood Crest, New Jersey, 08260, hereinafter referred to as "Volunteer Fire Company", **TOWNSHIP OF LOWER**, a municipal corporation of the State of New Jersey, having its principal place of business at 2600 Bayshore Road, Villas, New Jersey, 08251, hereinafter referred to as the "Township, and **THE COMMISSIONERS OF FIRE DISTRICT NO. 3, TOWNSHIP OF LOWER, COUNTY OF CAPE MAY**, having its principal place of business at 415 Breakwater Road, Emma, New Jersey, 08204, hereinafter referred to as the "District".

WHEREAS, pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., the Borough, Volunteer Fire Company, Township and District desire to contract for the furnishing of fire protection services, and

WHEREAS, it is in the best interest of the citizens of both the Borough and the Township to enter into this joint agreement for the furnishing of fire protection services.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties hereto agree as follows:

1. **FIRE SUPPRESSION SERVICES:** The current volunteer fire department known as Wildwood Crest Volunteer Fire Company No. 1 shall provide fire suppression services ONLY to the Township exclusively for the geographical area of the Township known as Diamond Beach. This shall include all areas of Diamond Beach from Richmond Avenue to the base of the bridge known as the Ocean Drive Bridge. This shall also include the geographical area of the Township which is located along Bayview Drive. In addition to the Volunteer Fire Company providing

suppression services, the Borough will provide police and EMT services with the Volunteer Fire Co. ONLY for all fire calls and/or fire suppression services when responded to by the Volunteer Fire Co. The Borough, through the Volunteer Fire Co., shall be the initial response for all fire calls and fire suppression services within the designated geographic location, and the Volunteer Fire Co. will respond to all fire calls and fire suppression services in the same manner, utilizing the same equipment and manpower that the Volunteer Fire Co. currently utilizes in response to such calls within Wildwood Crest, and the District shall be required to also respond on site to all calls. After arriving on site, as soon as safe and reasonably practical, the Township's police, EMTs and the District will relieve all Wildwood Crest units that are on scene. The District and/or Township shall have all reporting and post-response obligations as to documentation, claims, reports, etc. It is expressly understood and agreed to by all parties hereto that the Borough shall not be required to provide EMT or police services or protection EXCEPT as to any and all fire calls. All dispatch obligations shall be that of Township. Borough shall have no responsibility or liability pertaining to dispatch operations or dispatch communications. This agreement does not include any services from Borough to Township for annual or other fire, life hazard, smoke detector or carbon monoxide inspections, all of which shall remain the sole responsibility of the Township of Lower, Bureau of Fire Safety.

2. **TERM OF AGREEMENT:** The term of this agreement shall be three (3) years from January 1, 2017 to December 31, 2019. This agreement shall be cancelled by either party upon written notice to all parties of cancellation ninety (90) days prior to the requested cancellation date, except that Borough may terminate this agreement upon thirty (30) days written notice from Borough to all parties of nonpayment.

3. **CONSIDERATION/CONTRIBUTION FOR OPERATING EXPENSES:** The agreed-upon cost of providing said services shall be as follows:

Year 1:  
\$38,750.00 on or before February 1, 2017  
\$38,750.00 on or before October 1, 2017

Total Year 1 \$77,500

Year 2:  
\$40,000.00 on or before February 1, 2018  
\$40,000.00 on or before October 1, 2018

Total Year 2 \$80,000

Year 3:  
\$42,500.00 on or before February 1, 2019  
\$42,500.00 on or before October 1, 2019

Total Year 3 \$85,000



All funds are to be made payable to the Wildwood Crest Volunteer Fire Company No. 1.

4. **INSURANCE:** It is understood and agreed to that the Borough and the Township are currently insured through the Atlantic County Municipal Joint Insurance Fund, and the District is current insured through VFIS. The parties hereto agree, to the extent that it is necessary, each party will name the other as additional insured, if required for purposes of this Interlocal Services Agreement. Each party shall provide, if required, certificates of insurance setting forth coverage and naming the other party as additional insured, with a proviso that any such policies cannot be cancelled except upon sixty (60) days notice to the other party. In the event either party ceases to participate in its insurance program as is in effect on the date of this Agreement, such party shall provide alternative insurance comparable to the coverage in effect on the date of this Agreement, subject to the approval of the other party, which approval shall not be unreasonably withheld, conditioned or delayed.

5. **TERMINATION:** This agreement may be terminated upon three (3) months written notification by any party to all parties, in which event the parties agree to meet and resolve all issues associated with such termination. This agreement may also be terminated upon the default of any payments due hereunder, subject to Borough providing thirty (30) days written notice to all parties of said default and providing an opportunity to cure the default within the 30-day notice period. Should said default continue beyond the 30-day notice period, Borough shall be entitled to issue written notice to all parties of termination.

6. **NOTICE:** All notices pertaining to this agreement shall be made only in writing, duly authorized and signed by the parties' authorized representatives. All notices, statements or other documents required by this agreement shall be hand delivered, emailed, faxed or mailed to the following addresses:


For the Borough:	Director of Public Safety and Borough Clerk Borough of Wildwood Crest 6101 Pacific Avenue Wildwood Crest, NJ 08260
For the Volunteer Fire Co.	Wildwood Crest Volunteer Company No. 1 7100 Pacific Avenue Wildwood Crest NJ 08260
For the Township:	Mayor and Township Manager 2600 Bayshore Road Villas NJ 08251
For the District:	Board of Commissioners Chairman P. O. Box 162 Rio Grande NJ 08242

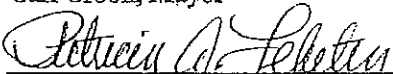
7. **AMENDMENTS TO AGREEMENT:** Any modifications or changes to this agreement must be made in writing by mutual consent of the parties hereto and executed by all parties. Unless so modified or in the event of termination of the agreement pursuant to Paragraph 5 herein, all conditions and terms of this agreement shall be binding on the parties.

IN WITNESS WHEREOF, the parties affix their signatures to this Agreement, intending to be legally bound. If a party is a corporation, this Agreement is signed by its proper corporate officers and its corporate seal is affixed.

WITNESS:

BOROUGH OF WILDWOOD CREST

By:   
Carl Groon, Mayor

By:   
Patricia Feketics, Borough Clerk

WITNESS:


WILDWOOD CREST VOLUNTEER FIRE  
COMPANY NO. 1

By:   
Ron Harwood, Chief

WITNESS:

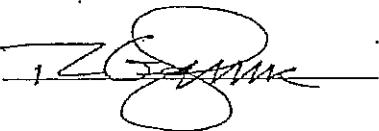
TOWNSHIP OF LOWER

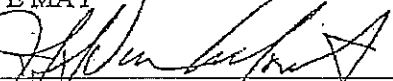
By:   
Michael Beck, Mayor

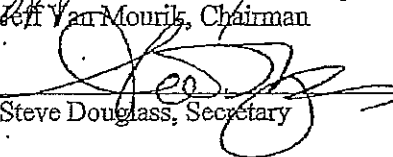
By:   
Julie A. Picard, Clerk

WITNESS:

THE COMMISSIONERS OF FIRE DISTRICT  
NO. 3, TOWNSHIP OF LOWER, COUNTY OF  
CAPE MAY



By:   
Jeff Van Mourik, Chairman

By:   
Steve Douglass, Secretary

## Lower Township Fire District #3 2018 Apparatus Inventory

1982 Mack R- Model Tanker—Motor Pool

2001 E0 One Pumper — Motor Pool

2007 E-One 75' Quint Ladder Truck—Motor Pool

2008 Ford Crown Victoria—Chief Dave Lepor

2013 international E-One Pumper—Motor Pool

2016 Pierce Arrow XT Recue—Motor Pool