



**MONROE TOWNSHIP BOARD OF FIRE COMMISSIONERS
DISTRICT 2**

10 HALSEY REED ROAD MONROE TOWNSHIP NJ 08831

PHONE (609) 395-6830

FAX (609) 395-0483

WEBSITE STATION57.ORG

JASON MARTIN, CHAIRMAN | GLENN BORSUK, VICE CHAIRMAN | ROBERT MCGEE, SECRETARY

MICHAEL FRISCH, TREASURER | ALAN TANNENBAUM, DEPUTY SECRETARY/TREASURER

RESOLUTION #23-0001

RESOLUTION APPOINTING BOARD POSITIONS

WHEREAS NJSA 40A:14-70 states, "At the first meeting of a newly elected board of fire commissioners of a district, the board shall choose a chairman...";

WHEREAS NJSA 40A:14-89 states, "The secretary and treasurer shall be members of the board, and their appointments shall be for terms of one year.";

WHEREAS the board will also appoint the positions of vice chairman and deputy secretary/treasurer.

NOW, THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey:

1. appoint **Jason Martin** as chairman
2. appoint **Glenn Borsuk** as vice chairman
3. appoint **Robert McGee** as secretary
4. appoint **Michael Frisch** as treasurer
5. appoint **Alan Tannenbaum** as deputy secretary/deputy treasurer

The board positions are effective immediately on resolution execution and will expire at the 2024 reorganization meeting.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION APPOINTING BOARD POSITIONS" is a true copy of a resolution adopted by the governing body on March 9, 2023.

A handwritten signature in black ink, appearing to read 'Robert McGee', written over a horizontal line.

Robert McGee, Board Secretary



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RESOLUTION #23-0002

RESOLUTION APPOINTING BOARD ATTORNEY

WHEREAS the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, has the need for the services of an attorney;

NOW THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, appoint **Richard J. Shaklee, Esquire of the firm McLaughlin Stauffer & Shaklee, P.C.**, as board attorney.

This appointment is effective immediately on resolution execution and will expire at the 2024 reorganization meeting.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION APPOINTING BOARD ATTORNEY" is a true copy of a resolution adopted by the governing body on March 8, 2023.


Robert McGee, Board Secretary



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RESOLUTION #23-0003

RESOLUTION APPOINTING BOARD RECORDING SECRETARY

WHEREAS the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey has the need for the services of a Recording Secretary to accurately record, produce, and maintain the official and legal minutes of board meetings;

NOW THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, appoint **Val Cier** as recording secretary.

This appointment is effective immediately on resolution execution and will expire at the 2024 reorganization meeting.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION APPOINTING BOARD RECORDING SECRETARY" is a true copy of a resolution adopted by the governing body on March 8, 2023.



Robert McGee, Board Secretary



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RESOLUTION #23-0004

RESOLUTION APPOINTING BOARD ACCOUNTANT AND AUDITOR

WHEREAS the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, has the need for the services of a financial accountant and auditor;

NOW THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, appoint **Dan Carlstrom of the firm Furey and Company, P.C.**, as the board accountant and auditor.

This appointment is effective immediately on resolution execution and will expire at the 2024 reorganization meeting.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION APPOINTING BOARD ACCOUNTANT AND AUDITOR" is a true copy of a resolution adopted by the governing body on March 8, 2023.



Robert McGee, Board Secretary



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RESOLUTION #23-0005

RESOLUTION APPOINTING DISTRICT FIRE OFFICIAL

WHEREAS N.J.A.C. 5:71-3.2. states that a fire official shall be appointed in the manner provided for in the ordinance establishing the local enforcing agency. They shall serve as the chief administrator of the agency. They shall establish the day-to-day operating routines of the agency and shall coordinate the activities of any inspectors or other staff. They shall be certified in accordance with N.J.A.C. 5:71-4.

WHEREAS the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, has the need for the services of a Fire Official;

NOW THEREFORE, BE IT RESOLVED that the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, appoint **Scott J. Volkmann** as the district fire official, who is both certified and eligible to carry such designation.

The appointment will be submitted to the Commissioner of the New Jersey Department of Community Affairs.

This appointment is effective immediately on resolution execution and can be revoked by subsequent resolutions.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION APPOINTING DISTRICT FIRE OFFICIAL" is a true copy of a resolution adopted by the governing body on March 8, 2023.

A handwritten signature in black ink, appearing to read 'Rob McGee', written over a horizontal line.

Robert McGee, Board Secretary



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RESOLUTION #23-0006

RESOLUTION FIXING THE TIME AND PLACE OF THE ANNUAL ELECTION

WHEREAS the fire district budget for District No. 2, pursuant to State statute, shall not be considered finally adopted until it is voted affirmatively upon by a majority of the legal voters within the said district;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey;

1. that **February 17, 2024**, between the hours of 2:00 P.M. and 9:00 P.M., is hereby designated by the State of New Jersey as the date and time of the election.
2. that the polling location is at the firehouse located at **10 Halsey Reed Road, Monroe Township, NJ 08831**.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION FIXING THE TIME AND PLACE OF THE ANNUAL ELECTION" is a true copy of a resolution adopted by the governing body on March 8, 2023.


Robert McGee, Board Secretary



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RESOLUTION #23-0007

BOARD OF FIRE COMMISSIONERS MONROE TOWNSHIP FIRE DISTRICT NO. 2

RESOLUTION DESIGNATING OFFICIAL BOARD NEWSPAPERS

WHEREAS the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey has the need to publicly post information by law;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, that the following publications, when needed, are hereby designated the official newspapers:

- **The Cranbury Press**
- **The Home News Tribune**
- **The Star-Ledger**

This designation is effective immediately on resolution execution and will expire at the 2024 reorganization meeting.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION DESIGNATING OFFICIAL BOARD NEWSPAPERS" is a true copy of a resolution adopted by the governing body on March 8, 2023.

A handwritten signature in cursive script, appearing to read 'Robert McGee', written in black ink.

Robert McGee, Board Secretary



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RESOLUTION #23-0008

**RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES
OF MONIES AND FUNDS**

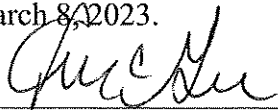
WHEREAS the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, has the need to conduct banking and manage funds;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, that the following named financial institutions are hereby designated as official depositories of monies and funds:

- **Amboy Bank**
- **Any other institution deemed necessary by the board.**

This designation is effective immediately on resolution execution and will expire at the 2024 reorganization meeting.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES OF MONIES AND FUNDS" is a true copy of a resolution adopted by the governing body on March 8, 2023.



Robert McGee, Board Secretary



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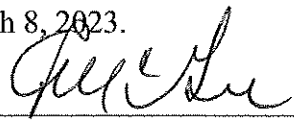
RESOLUTION #23-0009

RESOLUTION ESTABLISHING COMPENSATION FOR MEMBERS OF THE BOARD

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

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, that compensation for each fire commissioner has been established as **eight thousand dollars (\$8,000.00) per year** which shall be paid quarterly.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION ESTABLISHING COMPENSATION FOR MEMBERS OF THE BOARD" is a true copy of a resolution adopted by the governing body on March 8, 2023.



Robert McGee, Board Secretary



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RESOLUTION #23-0010

RESOLUTION ESTABLISHING COMPENSATION FOR RECORDING SECRETARY

WHEREAS, the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, has the need for the services of a Recording Secretary;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, that compensation for the Recording Secretary has been established as **eight thousand dollars (\$8,000.00) per year**, which shall be paid monthly.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION ESTABLISHING COMPENSATION FOR RECORDING SECRETARY" is a true copy of a resolution adopted by the governing body on March 8, 2023.

Robert McGee, Board Secretary



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RESOLUTION #23-0011

RESOLUTION ESTABLISHING COMPENSATION FOR BOARD ATTORNEY

WHEREAS, the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, has the need for the services of a Board Attorney;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, that compensation for the Board Attorney has been established as **one hundred seventy five dollars (\$175.00) per hour** for services rendered, which shall be paid monthly.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION ESTABLISHING COMPENSATION FOR BOARD ATTORNEY" is a true copy of a resolution adopted by the governing body on March 8, 2023.



Robert McGee, Board Secretary



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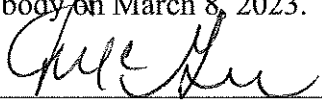
RESOLUTION #23-0012

RESOLUTION ESTABLISHING COMPENSATION FOR BOARD ACCOUNTANT/AUDITOR

WHEREAS, the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, has the need for the services of a Board Accountant and Auditor;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, that compensation for the Board Accountant/Auditor has been established as **thirty-three thousand dollars per year (\$33,000.00)**, which shall be paid monthly.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION ESTABLISHING COMPENSATION FOR BOARD ACCOUNTANT AND AUDITOR" is a true copy of a resolution adopted by the governing body on March 8, 2023.



Robert McGee, Board Secretary



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RESOLUTION #23-0013

**RESOLUTION RECOGNIZING A VOLUNTEER FIRE COMPANY AS A SUPPLEMENT
TO CAREER STAFFING**

WHEREAS, the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, is the duly constituted body related to the prevention and extinguishment of fires and the regulation of fire hazards within Fire District No. 2; and

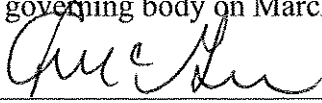
WHEREAS, the **Applegarth Volunteer Engine Company No. 1, Inc.** is a duly constituted volunteer Fire Company within the jurisdictional boundaries of Fire District No. 2; and

WHEREAS, the law provides that the Board of Fire Commissioners may constitute a Volunteer Fire Company as a Volunteer Fire Company to the District; and

WHEREAS, the Board desires to do so in order that the Volunteer Fire Company may supplement or augment the career firefighters who are the primary responders in the District;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, that said Board hereby recognizes **Applegarth Volunteer Engine Company No. 1 Inc.** as a Volunteer Fire Company for fire fighting services within District No. 2 so that said Fire Company may supplement and augment the career firefighters employed by the district for a term expiring at the 2024 reorganization meeting.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION RECOGNIZING A VOLUNTEER FIRE COMPANY AS SUPPLEMENT TO CAREER STAFFING" is a true copy of a resolution adopted by the governing body on March 8, 2023.



Robert McGee, Board Secretary



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RESOLUTION #23-0014

RESOLUTION ESTABLISHING TIME, DATE, AND LOCATION OF MONTHLY MEETINGS

WHEREAS, the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, will hold a minimum of a monthly meeting to conduct business;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, that the regular monthly meetings will be held at 7:00 P.M. on the following dates:

- **APRIL 12, 2024**
- **MAY 10, 2024**
- **JUNE 14, 2024**
- **JULY 12, 2024**
- **AUGUST 9, 2024**
- **SEPTEMBER 13, 2024**
- **OCTOBER 11, 2024**
- **NOVEMBER 8, 2024**
- **DECEMBER 13, 2024**
- **JANUARY 10, 2024**
- **FEBRUARY 14, 2024**
- **MARCH 13, 2024 (REORGANIZATION MEETING)**

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION ESTABLISHING TIME, DATE AND LOCATION OF MONTHLY MEETINGS" is a true copy of a resolution adopted by the governing body on March 8, 2023.

A handwritten signature in black ink, appearing to read 'Robert McGee', written over a horizontal line.

Robert McGee, Board Secretary



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RESOLUTION #23-0015

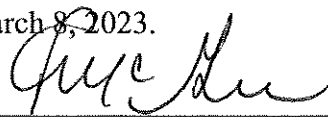
RESOLUTION DESIGNATING SIGNATURES ON BOND FOR FIRE COMMISSIONERS

WHEREAS, the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey may require executing bonds and bond payments;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, that the signatures of the five (5) fire commissioners of the board are hereby designated as the official signatories on the bond for the Board of Fire Commissioners of District No. 2.

This designation is effective immediately on resolution execution and will expire at the 2024 reorganization meeting.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION DESIGNATING SIGNATURES ON BOND FOR FIRE COMMISSIONERS" is a true copy of a resolution adopted by the governing body on March 8, 2023.



Robert McGee, Board Secretary



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RESOLUTION #23-0016

**RESOLUTION AUTHORIZING BOARD TREASURER AND DEPUTY TREASURER TO
MAKE TIMELY PAYMENTS**

WHEREAS, by virtue of a certain note, duly executed by a duly authorized representative of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey; and

WHEREAS, by virtue of said note, there is due and owing each month timely payments, together with accrued interest; and

WHEREAS, the Board is also obligated to pay certain utilities; and

WHEREAS, said Board of Fire Commissioners' meetings are conducted at such time as to make timely payments impossible if same must await a vote of said Board at each such meeting;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, that on this 8th day of March 2023, the current board treasurer and deputy treasurer are hereby authorized to make said payments to the bank and utility companies as due without special authorization from the Board of Fire Commissioners of District No. 2.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION AUTHORIZING BOARD TREASURER AND DEPUTY TREASURER TO MAKE TIMELY PAYMENTS" is a true copy of a resolution adopted by the governing body on March 8, 2023.

Robert McGee, Board Secretary



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RESOLUTION #23-0017

RESOLUTION REQUESTING DISTRICT TAXES


WHEREAS, the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, makes a formal application to the Township Council of the Township of Monroe for district taxes to meet the obligations to be incurred under the 2023 Fire District budget;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, that request is made for tax monies to be placed in the hands of the Treasurer of said board in the amounts listed in the following schedule:

1. First Quarter 2023 in the amount of one million two hundred ninety-eight thousand two hundred eighteen dollars and seventy-five cents (\$1,298,218.75), no later than March 15, 2023.
2. Second Quarter 2023 in the amount of one million two hundred ninety-eight thousand two hundred eighteen dollars and seventy-five cents (\$1,298,218.75), no later than June 15, 2023.
3. Third Quarter 2023 in the amount of one million two hundred ninety-eight thousand two hundred eighteen dollars and seventy-five cents (\$1,298,218.75), no later than September 15, 2023.
4. Fourth Quarter 2023 in the amount of one million two hundred ninety-eight thousand two hundred eighteen dollars and seventy-five cents (\$1,298,218.75), no later than December 15, 2023.

These quarterly payment requests total **five million one hundred ninety-two thousand eight hundred seventy-five dollars (\$5,192,875.00)**.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION REQUESTING DISTRICT TAXES" is a true copy of a resolution adopted by the governing body on March 8, 2023.


Robert McGee, Board Secretary



**MONROE TOWNSHIP BOARD OF FIRE COMMISSIONERS
DISTRICT 2 10 HALSEY REED ROAD MONROE TOWNSHIP NJ 08831**

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JASON MARTIN, CHAIRMAN | GLENN BORSUK, VICE CHAIRMAN | ROBERT MCGEE, SECRETARY
MICHAEL FRISCH, TREASURER | ALAN TANNENBAUM, DEPUTY SECRETARY/TREASURER

RESOLUTION #23-0018

**RESOLUTION CERTIFYING THE AMOUNT OF MONEY VOTED AT THE ANNUAL
ELECTION TO THE TAX ASSESSOR OF THE TOWNSHIP OF MONROE**

WHEREAS, the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, is charged with the responsibility of preparing a budget for submission to the legal voters within the said district who shall determine the amount of money to be raised for the ensuing year and determine such other matters as may be required; and

WHEREAS, said Board, after due deliberation, determined the operating budget as prepared by said Board was sufficient to effectively permit said Board to carry out its responsibilities relating to the prevention and extinguishment of fires and the regulation of fire hazards within the said district; and


WHEREAS, said Board did approve by motion duly adopted at the Regular meeting of January 11, 2023, the 2023 Budget for Fire District No. 2 to be submitted to the legal voters of District No. 2 at an election held February 18, 2023; and

WHEREAS, a majority of the legal voters of District No. 2 who voted at the election held on February 18, 2023, did approve the total proposed budget for the calendar year 2023 for Fire District No. 2, Township of Monroe, County of Middlesex, State of New Jersey in the amount of **five million five hundred twenty-three thousand five hundred seventy-five dollars (\$5,523,575.00)**, of which **five million one hundred ninety-two thousand eight hundred seventy-five dollars (\$5,192,875.00)** is to be raised by taxation;

NOW THEREFORE, BE IT RESOLVED by the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, as follows:

1. The 2023 budget for Fire District No. 2, Township of Monroe, County of Middlesex, State of New Jersey, of which a copy is attached hereto, in the total amount of **five million five hundred twenty-three thousand five hundred seventy-five dollars (\$5,523,575.00)**, of which **five million one hundred ninety-two thousand eight hundred seventy-five dollars (\$5,192,875.00)** is to be raised by taxation; is hereby certified as the amount voted at the election held February 18, 2023; and
2. The Secretary of said Board is hereby directed to forward a certified copy of this resolution to the Monroe Township Tax Assessor and the Clerk of the Township of Monroe.

I, the undersigned Secretary of the Board of Fire Commissioners of District No. 2, Township of Monroe, County of Middlesex, State of New Jersey HEREBY CERTIFY that the foregoing resolution entitled: "RESOLUTION CERTIFYING THE AMOUNT OF MONEY VOTED AT THE ANNUAL ELECTION TO THE TAX ASSESSOR OF THE TOWNSHIP OF MONROE" is a true copy of a resolution adopted by the governing body on March 8, 2023.


Robert McGee, Board Secretary