

**BOARD OF FIRE COMMISSIONERS FIRE DISTRICT NO. 3
TOWNSHIP OF LOWER**

The regular monthly meeting of the Board of Commissioners of Fire District No. 3 Township of Lower was held on March 22, 2011 at the Erma Fire House, County Airport, Erma, New Jersey, with the work session commencing at 7:30pm. The meeting was opened with a flag salute. Reading of the open Public Meeting Act, all exits were acknowledged; roll was called; all Commissioners were present, Solicitor Tourison and Chief Muller were present, Art Hayden from the Fire Company was also present.

MINUTES

The minutes from the previous meeting were read and approved on motion of Commissioner Kennedy and seconded by Commissioner Van Mourik.

TREASURER'S/BILLS PRESENTED REPORT

The Treasurer's report was approved on motion of Commissioner S. Douglass and seconded by Commissioner Keennedy. Bills, as presented, were approved of motion of Commissioner Van Mourik and seconded by Commissioner S. Douglass except for a bill from Access Health that will be questioned before payment for accuracy.

CORRESPONDENCE/PLAN REVIEWS

1. VFIS claim payment statement for Alex Post
2. Plan review for Cape May Club, Inc. 510 lot 3 Cape May National Golf Club was reviewed and comments were forwarded by Dave Perry and Chief Muller.

BUREAU NEWS

Commissioner Lepor distributed financials and meeting notes from the Fire Bureau Meeting.

OLD BUSINESS

1. Tough Book Computer- still working on
2. Fire truck purchase – Contract has been signed , meeting with Fire Company truck committee next week. Lease contract has been sent and re awaiting approval.

NEW BUSINESS

1. Reorganize- The following appointments were made with all in favor:
Chairman- Dave Lepor
Vice Chairman-Jeff VanMourik
Treasurer- Gary Douglass

Secretary- Steve Douglass
Assist. Treasurer and Secretary- Kendul Kennedy

2. Committee appointments- The following appointments were made with all in favor:

Bureau of fire safety- Dave Lepor
Fire Truck Committee- Dave Lepor and Jeff Van Mourik
Building Committee- Jeff Van Mourik and Kendul Kennedy
Insurance Committee- Steve Douglass and Kendul Kennedy

3. Following resolutions were approved after roll call votes:

Official Newspaper- Star and Wave with Alternate being the Press of Atlantic City.
Authorizing appointment of Solicitor- Pete Tourison
Authorizing the appointment of Auditor- Ford, Scott and Associates
Designation of Surety for Treasurer
Authorizing approval and payment of claims
Adoption of cash management plan
Autorizing meeting schedule- Every fourth Tuesday of each Month.

4. Commissioner G. Douglass suggested that the we look into replacing hall tables, many are not able to be used.

5. The Board approved Commissioner Kennedy to purchase new fax machine not to exceed \$200.00.

6. It was brought to the Boards attention that the County Hazmat Team would like to use the hall May 3-5th, 2011 to do Hazmat training, the Board approved

On a motion by Commissioner Van Mourik and was seconded by Commissioner Kennedy the meeting was adjourned at 7:50 pm.

Meeting notes were prepared and submitted by Commissioner S. Douglass.