

**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 November 24, 2015 at the Erma Fire House, County Airport, Erma, New Jersey, with the work session commencing at 5pm. 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 Gelzunas was also present. Others in attendance were VanMourik, K. Hughes, Robertson and Jenkins from the fire department.

**MINUTES**

The minutes from the previous meeting were read and approved on motion of Commissioner G. Douglass and seconded by Commissioner Robertson.

**TREASURER'S/BILLS PRESENTED REPORT**

The Treasurer's report was approved on motion of Commissioner S. Douglass and seconded by Commissioner Robertson. Bills, as presented was approved of motion of Commissioner Robertson and seconded by Commissioner S. Douglass.

**CORRESPONDENCE/PLAN REVIEW**

N/A

**BUREAU NEWS**

Commissioner Robertson discussed financials and meeting notes from the Bureau, He also stated that the part time inspector was appointed full time and the Bureau was moving forward with purchase of new Explorer at \$26,000 state contract which includes everything except communication installation, with all of our Board members in favor. He also stated that the issue with insurance short fall will not be a concern since the Township is moving to State Health benefits February 1, 2016.

**OLD BUSINESS**

1. Building Repairs- Specs were supplied to the Board for review and after reviewing on motion of Commissioner G. Douglass and seconded by Commissioner Robertson with all in favor by roll call vote, the Board approved to advertise specs and for Commissioner S. Douglass to advertise in newspaper.
2. Fire Truck- Lease- Process is continuing projected delivery date of June 16, 2016.
3. Inventory tags- Ordering from Leader Printers should be ready within a few weeks.
4. Turn out gear- discussed selling expired turn out gear. Will discuss at next meeting.
5. Air Pack Bottles- ordered
6. Open Commissioners seat- Jeff Van Mourik was nominated by Commissioner G. Douglass to fill open Commission seat. On motion by Commissioner S. Douglass and seconded by Commissioner Robertson with all in favor by roll call vote Jeff Van Mourik was appointed to fill vacancy.

## NEW BUSINESS

1. Generator contract- The Board approved for Modern to continue maintenance on generators.
2. Wildwood Crest Contract- Wildwood Crest Borough asked that the check for contract between us and the Borough be made out to Wildwood Crest Volunteer Fire, after a discussion it was agreed that such a request would have to show on an amendment to the current contract.
3. Fire House inspection- the annual fire inspection was conducted and no violations were found.
4. Grant 2016-The Board approved to seek any grants and agreed to have Mark Bauer write a grant if any grants were available.

## CLOSED SESSION

NA

### Comments by the Chief

Not present

### Comments by the Public

**K. Hughes supplied an internal audit of the Fire Company and stated that the Fire Company did not have audit done by an outside agency because they are in the process of getting a 501C, nonprofit status. The Board suggested that after they receive 501C status that an outside audit be preformed.**

On a motion by Commissioner Robertson and was seconded by Commissioner S. Douglass the meeting was adjourned at 6:20 pm.

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

