

**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 December 15, 2015 at the Erma Fire House, County Airport, Erma, New Jersey, with the work session commencing at 7pm. 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 D. Gipple, K. Muller, J. Morrison and F. 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 Van Mourik.

TREASURER'S/BILLS PRESENTED REPORT

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

CORRESPONDENCE/PLAN REVIEW

Plan review for Block 822.03 Lot 8, was not accepted and comments were returned to owner.

BUREAU NEWS

Commissioner Robertson discussed financials and meeting notes from the Bureau, He also stated that the Bureau Budget for 2016 was not voted on since all commissioners were not present, they will vote on budget at next meeting.

OLD BUSINESS

1. Building Repairs- Commissioner Van Mourik stated that Bids were advertised and 9 Contractors showed up for the Mandatory walkthrough and that there will probably be another walk through scheduled for contractors to finish their bids that will be received at the Architect's office on February 4th at 2PM and then brought to fire Commissioners office for opening at 4PM.
2. Fire Truck- Lease- Process is continuing projected delivery date of June 16, 2016. Pre-billed trip to factory will be conducted by a few firemen the second week of January.
3. Inventory tags- Ordering from Leader Printers waiting for delivery.
4. Turn out gear racks- Commissioner Lepor stated that a tour of a couple of different firehouses in the area was conducted to check various manufacturers of racks. Still gathering some more information before they will be ready to ask for approval to buy.
5. Air Pack Bottles- received and will be in service by end of the year.
6. Budget 2016-Commissioner G. Douglass stated that a special public meeting and amendment of Budget must take place for public vote on the \$246,250 in funds in the Future Capital Outlays fund. He stated said advertisement of meeting must be posted in 5 public places in the District. On motion of Commissioner G. Douglass and seconded by Commissioner Van Mourik with all in favor the Board approved such meeting to be December 28, 2015 at 4PM.

7. 2016 Grant- Commissioner Van Mourik stated that there is grants to be obtained and that at \$1200, Mark Bauer will write grants requesting air packs, Radios and any other items needed by the Fire Company.

8. Fire Department Audit- On motion of Commissioner G. Douglass and seconded by Commissioner Van Mourik with all in favor the Board approved to pay for audit to be performed on the Fire Department since such they do not have enough funds to pay for this themselves.

NEW BUSINESS

1. Generators- Commissioner Van Mourik stated that \$1151.34 is needed to replace block heater on Generator. On motion of Commissioner Van Mourik and seconded by Commissioner Robertson with all in favor the Board approved expenditure.

2. Transfer of funds- By Resolution on motion by Commissioner S. Douglass and seconded by Commissioner Van Mourik with all in favor the Board authorized transfer of funds in 2015 budget from line items to other line items as per attached statement provided by the Treasurer.

CLOSED SESSION

On motion of Commissioner Robertson and seconded by Commissioner G. Douglass with all in favor the Board went into closed session at 8:04pm to discuss an personnel issue. At 8:28 on motion of Commissioner G. Douglass and seconded by Commissioner Robertson with all in favor the board returned from closed session to the regular meeting.

Other New Business

On motion of Commissioner G. Douglass and seconded by Commissioner Robertson with all in favor the Board accepted the resignation of Commissioner Lepor effective 12 am January 1, 2016. Commissioner Lepor will be becoming the Chief of the Fire Company and he stated the way the Law is read he cannot hold both positions at the same time. The Board discussed that nominations for individuals to fill vacant seat until the end of fiscal year may be voted on and appointed at the next meeting.

Comments by the Chief

Not present

Comments by the Public

F. Jenkins stated that the phone and fax lines and systems must be looked at since they are having numerous problems. Commissioner G. Douglass said he will call Verizon to have them investigate if problem is outside the building.

On a motion by Commissioner G. Doouglass and was seconded by Commissioner Van Mourik the meeting was adjourned at 8:30 pm.

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

