

**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 17, 2015 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, Chief Muller, Solicitor Tourison and Kelly Muller and Jamie from the Fire Department were in attendance. R.J. Conley and John Descano from Robbie Conley Architect, LLC. were also present.

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 Van Mourik and seconded by Commissioner Robertson. Bills, as presented, in addition Check to Gary Douglass for re-imburement of inventory tags was approved of motion of Commissioner Van Mourik and seconded by Commissioner Robertson.

CORRESPONDENCE/PLAN REVIEW

1. Block 820, lot 2.20 Eileen Helm 8000 Bayview Drive was acceptable.
2. VFIS letter asking for invoice for windshield so they can process claim.
3. Letter from Chief Muller requesting access to video recordings to investigate missing documents.

BUREAU NEWS

Commissioner Lepor discussed that the bureau has advertised the job for a part time inspector again. Next meeting will be March 25, 2015.

OLD BUSINESS

1. Building Repairs- 2 Associates from Robbie Conley Architect came to get information so they will be able to put together a proposal to present to the Board for writing up specs for building repairs and etc.
2. Fire Truck Specs- Application was submitted to Houston-Galveston but no response yet. Commissioner Van Mourik will follow up and report at next meeting.
3. Exhaust System- Still waiting for work to be completed although such work may not be actually under contract. Payment is on hold until we can determine if all contracted work has been completed.
4. Inventory tagging- Tags have been ordered and we should receive by the end of March.
5. ISO packet- ISO representative will be coming March 20, 2015 at 3:30
6. Audit- All 2014 paperwork has been provided to the Auditor.

NEW BUSINESS

1. Reorganization

Chairman- Dave Lepor

Vice Chairman- Jeff Van Mourik

Treasurer- Gary Douglass

Secretary- Steve Douglass

Assit. Treasurer and Secretary- Dennis Robertson

2. Authorizing and appointing for 2015

Bureau of Fire Safety- Dennis Robertson

Fire Truck Committee- Jeff Van Mourik and Dave Lepor

Building Committee- Jeff Van Mourik and Dennis Robertson

Insurance Committee- Steve Douglass and Jeff Van Mourik

3. Following resolutions were approved on motion of Commissioner G. Douglass and seconded by Commissioner Van Mourik after roll call votes with all in favor.

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

Designation of Surety for Treasurer

Authorizing approval and payment of claims

Adoption of cash management plan

Autorizing meeting schedule- March 31, 2015 and every third Tuesday of each Month.

4. VFIS special occasion's rider- Commissioner S. Douglass discussed quotes he received from VFIS to insure non-members during special occasions such as Christmas parades. After discussing quotes the Board requested Commissioner S. Douglass to get quotes for increased coverage.

Comments by the Chief

Chief Muller discussed that the Chief's and Asst. Chief's car are presently being lettered.

Comments by the Public

Kelly Muller stated that the firehouse is in need of new copiers. Commissioner G. Douglass said he will get quotes.

On a motion by Commissioner Van Mourik and was seconded by Commissioner Robertson the meeting was adjourned at 8:50 pm.

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

