

**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 17, 2019 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. Chief Lepor and Solicitor Gelzunas were also present. Mr. Robertson from the Fire Company was also present.

MINUTES

The minutes from the previous meeting were read and approved on motion of Commissioner G. Douglass and seconded by Commissioner Sweeten with all in favor.

TREASURER'S/BILLS PRESENTED REPORT

The Treasurer's report was approved on motion of Commissioner S. Douglass and seconded by Commissioner Sweeten with all in favor. Bills, as presented, and adding voucher for Solicitor Gelzunas and removing Voucher to Sol Power \$5628.81 was approved of motion of Commissioner S. Douglass and seconded by Commissioner Devlin with all in favor.

CORRESPONDENCE/PLAN REVIEW

1. VFIS statement for Robert Post
2. 1 Plan review for 5100 lake Rd. was acceptable.

BUREAU NEWS

Commissioner Robertson discussed financials and meeting notes, he went over 2020 budget for the Bureau in which all commissioners found to be acceptable.

OLD BUSINESS

1. HVAC project- Couple of items needed to close out at next meeting
2. Bank Acct. - completed
3. Phone Lines- N/A
4. Chief's vehicle- N/A
5. Building repairs/lighting- received quote from Camden Glass for \$1200 to adjust and repair all entry doors with issues to prevent pest coming in.
6. VFIS claim – pickup/other- Pick up is closed out, other damage to property at Academy is still pending.

NEW BUSINESS

- 1. Contract fire services with Erma Volunteer Fire Company- On motion of Commissioner Robertson and seconded by Commissioner Devlin with all in favor the Board authorized agreement between Fire District #3 and the Erma Volunteer Fire Department to provide Fire Suppression Services for the District.**
- 2. 2020 Budget/ public hearing. On motion of Commissioner G. Douglass and seconded by Commissioner Robertson with all in favor the meeting was open to a public hearing on the 2020 Budget. Commissioner G. Douglass discussed and outlined the said budget, after no public comments the hearing was closed on motion of Commissioner G. Douglass and seconded by Commissioner Robertson with all in favor.**
- 3. 2020 Budget/ adoption- On motion of Commissioner G. Douglass and seconded by Commissioner Robertson with all in favor by a roll call vote, the 2020 Budget was adopted as presented.**
- 4. Transfer of funds- By Resolution on motion of S. Douglass and seconded by Commissioner Devlin with all in favor the board authorized transfers of funds from line item to line item as per attached sheet.**

Comments of Chief

N/A

Comments from Public

N/A

Closed Session

N/A

On a motion by Commissioner Devlin and was seconded by Commissioner Sweeten the meeting was adjourned at 7:59 pm.

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

