

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 20, 2022 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 and Chief Lepor were present. Firefighter Harron was also present.

MINUTES

The minutes from the previous meeting were read and approved on motion of Commissioner Sweeten and seconded by Commissioner Devlin 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 Robertson with all in favor. Bills, as presented, with a check to Erma Volunteer Fire Department for \$54,000, was approved of motion of Commissioner S. Douglass and seconded by Commissioner Sweeten with all in favor.

CORRESPONDENCE/PLAN REVIEW

- 1. VFIS statement for W/C.**
2. Correspondence from County Clerk with timeline of upcoming election.

BUREAU NEWS

Commissioner Robertson stated that they did not have a meeting yet and it will be next week.

OLD BUSINESS

1. Generator- N/A
2. Guard Rail- N/A
3. Building repairs-
Doors- materials to finish are in and waiting to schedule for completion.
4. Erma Volunteer Fire Audit- Waiting on Auditor
5. Shipping Containers for training- ordered and should be delivered soon.
6. New fire apparatus- Discussed and still looking into all possibilities, will be ready to progress to the next step (approval from Local Finance Board).
7. District Audit- received draft audit, everything is in order and there were no findings. By Resolution on motion of Commissioner Devlin and seconded by Commissioner Sweeten with all in favor by roll call vote the Board accepted audit.
8. Fire Department Audit- Still waiting on auditor

NEW BUSINESS

1. **Budget 2023-Commissioner G. Douglass went over 2023 budget line by line, By Resolution on motion of Commissioner Devlin and seconded by Commissioner Robertson with all in favor by roll call vote the Board approved introduced budget for 2023. Commissioner S. Douglass was instructed to advertise the public hearing to be held January 17, 2023.**
2. **Bond Counsel- The Board discussed the need to contract Bond Counsel and by Resolution on motion of Commissioner Sweeten and seconded by Commissioner Devlin with all in favor by roll call vote the Board approved to contract Parker McCay if needed to pursue Fire Truck Purchase with the New Jersey Local Finance Board.**
3. **Wildwood Crest Inter-local agreement- The township approved to split the \$2500 increase that starts in 2025 as per our ongoing agreement.**
4. **Guardelli maintenance contract- The Board approved to have Guardelli to continue to perform yearly maintenance on HVAC system. Motioned by Commissioner S. Douglass and seconded by Commissioner Robertson with all in favor.**
5. **Election 2023- Commissioner S. Douglass stated that the 2023 Fire election will be 2-18-23. Commissioner S. Douglass was instructed to advertise for said Fire Election**
6. **Transferring of Funds- By Resolution on motion of Commissioner S. Douglass and seconded by Commissioner Devlin with all in favor the Board approved the Treasurer to transfer funds from line item to another line item.**
7. **Contract Erma Volunteer Fir Company- By Resolution on motion of Commissioner S. Douglass and seconded by Commissioner Devlin with all in favor the board Approved to contract with Erma Volunteer Fire Company for fire suppression services in the district.**

Comments of Chief

N/A

Comments from Public

N/A

On a motion by Commissioner S. Douglass and was seconded by Commissioner Devlin the meeting was adjourned at 8:15pm.

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

