

**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 February 21, 2023 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 except Commissioner Devlin, Chief Lepor and Solicitor Gelzunas and Greg Herron were also present.

MINUTES

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

CORRESPONDENCE/PLAN REVIEW

1. VFIS claim statement was received.

BUREAU NEWS

Commissioner Robertson discussed financial and informed us that there was no meeting.

OLD BUSINESS

1. Generator- in touch with electrical contractor and they are still waiting for delivery. Contractor started prepping for the job.
2. Building repairs-
Door Access- Commissioner Sweeten will be in contact with door access company to get system upgraded in computer.
Doors- will put on hold until generator project is complete since there will be a lot of traffic through the door during project.
3. Fire Apparatus-
First Choice/E-One- By Resolution on motion of Commissioner G. Douglass seconded by Commissioner Sweeten with all in favor by roll call vote, Commissioner Devlin absent. The Board entered into a contract with First Choice/E-One to purchase a new fire apparatus through Houston Galveston pending Local Finance Board approval on financing.
Parker McCay/Phoenix Advisors- in process to go before Local Finance Board
4. Erma Volunteer Fire Audit- Auditor has been in contact with fire department treasurer
5. Fire Election 2023- Budget passed and Commissioners Sweeten and S. Douglass were re-elected

NEW BUSINESS

1. Reorganization

Chairman- Robertson

Vice Chairman- Sweeten

**Treasurer- Gary Douglass
Secretary- Steve Douglass
Asst. Treasurer and Secretary- Devlin**

2. Authorizing and appointing for 2023

**Bureau of Fire Safety- Dennis Robertson
Fire Truck Committee- Allyn Devlin and Bob Sweeten
Building Committee- Bob Sweeten and Dennis Robertson
Insurance Committee- Steve Douglass and Bob Sweeten
Future fire service district designate-Bob Sweeten**

3. Following resolutions were approved on motion of Commissioner G. Douglass and seconded by Commissioner Sweeten after roll call votes with all in favor, Commissioner Devlin absent:

**Official Newspaper- Star and Wave with alternate being the Press of Atlantic City.
Authorizing appointment of Solicitor- Ron Gelzunas
Authorizing the appointment of Auditor- Ford, Scott
Adoption of Cash Management Plan
Authorize approval of payment claims
Authorize Meeting Schedule for every Third Tuesday of the month
Surety**

4. Commissioner Sweeten stated that the upstairs bathroom had a leak and that Bradshaw plumbing promptly fixed issue.

Comments of Chief

N/A

Comments from Public

N/A

Closed Session

N/A

On a motion by Commissioner Sweeten and was seconded by Commissioner Robertson the meeting was adjourned at 8:23 pm.

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

