

**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 November 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 S. Douglass was absent, Chief Lepor and Warner Muller were also present.

**MINUTES**

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

**TREASURER'S/BILLS PRESENTED REPORT**

The Treasurer's report was approved on motion of Commissioner Sweeten and seconded by Commissioner Robertson with all in favor. Bills, as presented, were approved of motion of Commissioner Sweeten, and seconded by Commissioner Devlin with all in favor.

**CORRESPONDENCE/PLAN REVIEW**

none

**BUREAU NEWS**

Commissioner Robertson discussed meeting notes and discussed financials.

**OLD BUSINESS**

1. Building repairs-  
Boiler replacement project- project is done.  
Doors- still waiting for install date.  
Door Access- Commissioner Sweeten sent email and is waiting for response.
2. Fire Apparatus- N/A
3. Erma Volunteer Fire 2022 Audit- N/A

**NEW BUSINESS**

**1. Budget 2024- Budget 2024 was reviewed and discussed and By Resolution on Motion of Commissioner Robertson and seconded by Commissioner Delvin with all in favor by roll call vote, Commissioner S. Douglass absent the Budget was introduced and Commissioner S. Douglass will be instructed to advertise Budget hearing to be held at the December 18, 2023 meeting.**

**Comments of Chief**

N/A

## Comments from Public

**Warner Muller discussed a pest control situation.**

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

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

A handwritten signature in black ink, appearing to be "S. Douglass", written in a cursive style.