

**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, 2024, 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 Gregg Harron were present.

MINUTES

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

TREASURER'S/BILLS PRESENTED REPORT

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

CORRESPONDENCE/PLAN REVIEW

1. VFIS claim statement was received
2. Losap statement
3. County fuel usage report

BUREAU NEWS

Commissioner Robertson discussed financials and meeting notes. Commissioner Robertson also stated that interviews were conducted, and Jeremy Embs will be provisional fire official pending civil service approval, starting date will be February 3, 2025

OLD BUSINESS

1. Building repairs-

Heating in officers and board offices- waiting for work to be done

Door Access- n/a

2. Fire Apparatus- n/a

3. Erma fire audits 2021, 2022, 2023- n/a

4. Duty crew research- projected cost of \$65,000 will be put into budget, Commissioner G. Douglass will conduct auditor for advice.

5. Solar panel issues- n/a

6. Fire truck radios- everything is in, needs to be installed

7. Fire Bureau inspection- gathering reports and information needed.

NEW BUSINESS

1. Transfer of funds- By Resolution on motion of Commissioner G. Douglass and seconded by Commissioner Devlin with all in favor the board authorized the transfer of funds from one line item to another line item pertaining to the 2024 budget.

2. Budget 2025- Commissioner G. Douglass discussed the 2025 Budget line by line, after discussion, by Resolution on motion of Commissioner G. Douglass and seconded by Commissioner Devlin with all in favor by roll call vote, the board approved the introduction of budget and directed Commissioner S. Douglass to advertise budget hearing for the public at our next regular meeting January 21, 2025.
3. Election 2025- Commissioner S. Douglass stated that the 2025 Fire Election is February 15, 2025 from 2-9pm, and one seat on Commission is up for election. He will advertise in next weeks newspaper.

Comments of Chief

N/A

Comments from Public

N/A

On a motion by Commissioner G. Douglass and was seconded by Commissioner Devlin the meeting was adjourned at 8:20 pm.

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

A handwritten signature in black ink, appearing to be 'S. Douglass', written in a cursive style with a long horizontal flourish extending to the right.