

**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 18, 2025, 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 with Commissioner Devlin calling in, Solicitor Gelzunas, Chief Lepor, P.A. Vitelli, Matt Lepor and Greg Herron were also present.

MINUTES

The minutes from the previous meeting were read and approved on the motion of Commissioner Sweeten and seconded by Commissioner Robertson 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 including Elmer Door Co. and Verizon were approved of the motion of Commissioner S. Douglass and seconded by Commissioner Robertson with all in favor.

CORRESPONDENCE/PLAN REVIEW

1. VFIS claim statement was received.

BUREAU NEWS

Commissioner Robertson discussed financial and meeting notes

OLD BUSINESS

1. Building repairs-
 - Door Access- three handles need replacing
 - HVAC officer and Board rooms- waiting for work to be completed
 - Engine bay heater- fixed
2. Fire Apparatus- n/a
3. Erma fire audits- installed
4. Duty crew research- still working on getting a detail operating plan finalized, need to get Solicitor for other two Districts in communication with committee.
5. Fire Bureau inspection- completed
6. Election 2025- Budget passed 68-31 and Commissioner Devlin was re-elected to a three-year term.
7. Solar panels- n/a
8. Losap- 30-day period has expired and paperwork will be submitted to Lincoln Financial, check will be sent once invoice is received.

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 Robertson after roll call votes with all in favor by roll call vote.

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

Comments of Chief

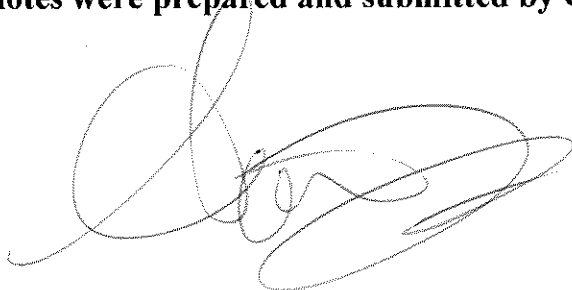
N/A

Comments from Public

N/A

On a motion by Commissioner Sweeten and was seconded by Commissioner S. Douglass the meeting was adjourned at 7:40pm.

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

A handwritten signature in black ink, appearing to be 'S. Douglass', written over a series of horizontal lines.