

## **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 January 21, 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, Chief Lepor and Solicitor Gelzunas were present, as were Margaret Vitelli (QPA) and Gregg Harron, Matt Lepor and Jared Sweeten from the fire department**

### **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 Devlin with all in favor. Bills, as presented, with addition of Offshore Getty \$97.69, Guadelli Bros. \$7393.00 was approved of motion of Commissioner S. Douglass and seconded by Commissioner Sweeten with all in favor.**

### **CORRESPONDENCE/PLAN REVIEW**

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

### **BUREAU NEWS**

Commissioner Robertson stated that there were three applicants for fire inspector position, one from Lower Township and two others, he also stated that the Bureau will have meeting next week.

### **OLD BUSINESS**

#### **1. Building repairs-**

Heating in officers and board offices- On motion of Commissioner G. Douglass and seconded by Commissioner Robertson, the Board approved Guadelli Bros to make repairs to HVAC in officers and board rooms.

Door Access- Commissioner Sweeten stated that three door handles needed to be fixed along with tech company to fix issues of accessing system.

2. Fire Apparatus- n/a

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

4. Duty crew research- meeting in March after budgets are approved, still need a completed outline of all components of operation to present to insurance, township etc.

5. Solar panel issues- still no contact, will continue to try to contact.

6. Fire truck radios- received two quotes for installation, awarded Vineland auto \$4471.45 to install radios

7. Fire Bureau inspection- gathering reports and information needed. Should be completed by next meeting

8. Election 2025- received one completed petition for Commissioner (Allyn Devlin), election is Feb 15, 2025, from 2pm-9pm

9. 2025 Budget- Commissioner G. Douglass discussed 2025 Budget line by line and after discussion there were no public comments, By Resolution on motion of Commissioner Sweeten and seconded by Commissioner Devlin with all in favor by roll call vote the board adopted said budget with no adjustments.

### **NEW BUSINESS**

1. Heating unit in engine bay not working- Commissioner Robertson stated that one heater unit in the engine bay is not working, and he will have Guadelli look at it.
2. Losap CPI- up 3.4% to \$2141, on motion of Commissioner G. Douglass and seconded by Commissioner Sweeten with all in favor the board approved increase for eligible members.
3. P.A.C.O.- By Resolution on motion of Commissioner G. Douglass and seconded by Commissioner Devlin with all in favor the board designated Commissioner Robertson to continue to be P.A.C.O. for the district.

### **Comments of Chief**

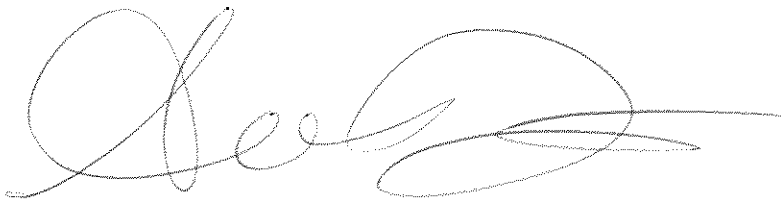
N/A

### **Comments from Public**

N/A

On a motion by Commissioner Devlin and was seconded by Commissioner S. Douglass the meeting was adjourned at 8:23 pm.

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

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