# 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 20, 2026, 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, Solicitor Gelzunas, were present, also in attendance, Gregg Harron**

## MINUTES

**The minutes from the previous meeting were 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, were approved of the motion of Commissioner S. Douglass and seconded by Commissioner Devlin with all in favor.**

## CORRESPONDENCE/PLAN REVIEW

1. VFIS claim statements received.
2. One plan review
3.

## BUREAU NEWS

Commissioner S. Douglass discussed financial and meeting notes. 2026 budget is $681,676. He discussed that the Bureau is using more than normal amount of the surplus in the budget and we need to keep an eye on this to see what we need to do to keep the surplus at a good level for the future of the Bureau. Still issues with

## OLD BUSINESS

1. Building repairs-
   Door Access- waiting for a Quote from Vector Security, received quote from SMS for repairing current mechanisms.
   Guard rail- n/a
   Plumbing issues throughout to be repaired- all have been corrected
2. Fire Apparatus- progressing, pictures were sent to the fire department of progress.
3. Erma fire audits- n/a
4. Duty crew research- Resolution on motion of Commissioner G. Douglass and seconded by Commission Robertson with all in favor the Board authorized joining a shared service agreement with Districts #1, #2 and #3 to form a weekday, daytime duty crew to serve the Township with fire suppression and emergency services.
5. Solar panels- no bill received
6. Wildwood Crest shared service contract- has been signed by all parties involved
7. HVAC- Guardelli 3-year maintenance contract quote was received and calls were made to others and no one has called back.

## NEW BUSINESS

1. **P.A.C.O- By Resolution on motion of Commissioner G. Douglass and seconded by Commissioner S. Douglass with all in favor the Board appointed Chairman Robertson to continue to be the Districts Designate Agency Compliance Officer.**
2. **Election 2026- Will be February 21, 2026, from 2 pm to 9pm, so far only to petitions have been turned in for the two Commissioner seats up for election.**

## Comments of Chief

**Chief Lepor stated that he would like the Fire Bureau to continue to be operated as it has been since inception.**

## Comments from Public

**Gregg Harron asked if anyone could go to the Fire Bureau meetings and was informed that it is an open public meeting. He also stated that the door access systems are very high priced and maybe we should look for other options**

On a motion by Commissioner Devlin and seconded by Commissioner Sweeten with all in favor the meeting was adjourned at 8:55pm.

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

