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 March 17, 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, Solicitor Gelzunas, Chief Lepor, 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 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 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 S. Douglass discussed financial and meeting notes, he stated that $142,000+ was used of the $165,000 surplus that was applied to the 2025 budget. He states that there is a need to look at expenses and how to increase revenue to keep the Bureau financially secure for the future.

OLD BUSINESS

1. Building repairs-
   Door Access- zoom meeting did not take place as scheduled
   Guard rails-n/a
   Solar panels- n/a
2. Fire Apparatus- Committee went to inspect the new fire truck and were happy with results, adjustments were made and we have a credit of $4056, no delivery date set yet.
3. Erma fire audits-n/a
4. Duty crew research- All districts have signed off and is now with the Township for approval.
5. HVAC contract- still waiting for quotes
6. Election 2026- Commissioners S. Douglass and Commissioner Sweeten were both re-elected and the Budget passed.

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- Bob Sweeten
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 Devlin the meeting was adjourned at 7:50pm.

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

