

LOWER TOWNSHIP FIRE COMMISSION

**SECOND DISTRICT
P.O. BOX 724
NORTH CAPE MAY, NEW JERSEY 08204**

Minutes of the Minutes of the December 15, 2014 Meeting

The regular monthly meeting of Fire District 2, Lower Township, Cape May County, New Jersey was called to order at 20:00 hours by President Brown at the Town Bank Fire House, 224 Town Bank Road, North Cape May, New Jersey.

President Brown read the statement of compliance with the "Open Public Meetings Act" and pointed out the fire exits to the public in attendance.

After flag salute, roll was called; Commissioners present were Andrews, Brown, Conley, Nolan, Prendergast and Charlotte, "Missie" Taylor (now Axelsson) Financial Data Specialist. Also in attendance were 5 firefighters, and no other members of the public.

MINUTES

1. The Minutes of the November 17, 2014 meeting were distributed and reviewed by the Commissioners. A motion to approve the minutes was offered by Andrews and seconded by Prendergast; voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

TREASURER'S REPORT

2. Prendergast reviewed the Treasurer's report; a copy of the report is attached to the original minutes and made a part hereof. Resolution 14-35 itemizing line item transfers in the amount of \$19,900.00 from CUR270-283 Utilities/Telephone to CUR1990-299 Contingency, was offered by Prendergast and seconded by Nolan, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.
- A check for \$3,918.72 was received from Lower Township for the Supplemental Fire Services Grant. A motion to approve the report was offered by Prendergast and seconded by Conley; voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.
 - The Commissioners reviewed all bills that were submitted to the Treasurer in proper form. Resolution 14-01.12 authorizing payment of those bills, in the amount of \$76,303.70 was offered by Conley and seconded by Prendergast; voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

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CORRESPONDENCE

The Secretary read the following correspondence:

1. Email out dated 11/23/14 to the Star & Wave transmitting a notice of public hearing for the proposed 2015 Annual Budget for Fire District No. 2, Lower Township on December 15, 2014 for publication with copies to Julie Picard, Lower Township Clerk and David Perry, Fire Official for posting on their official bulletin boards.
2. Letter in dated 11/26/14 from David Perry, Fire Official for Lower Township announcing his retirement on January 31, 2015 with 27 years, 11 months of service. Mr. Perry thanked the three Fire Districts for their help and cooperation during his time with the Fire Bureau.
3. Email out dated 12/21/14 to the Star & Wave transmitting the first notice of the annual election for publication.
4. Letter out dated 11/22/14 to the Division of Local Government Services, Bureau of Authority Regulation transmitting 2 copies of the approved 2015 budget package, with a copy to Julia Picard, Lower Township Clerk.
5. Copy of a letter from David Perry to William Galestok, Planning Director for Lower Township with his site plan comments for MISTER X at 110 Delair Road, Town Bank.
6. Email out dated 1/18/15 to Leader Printers transmitting a copy of the marked up mail in ballot for printing.

TOWN BANK VOLUNTEER FIRE COMPANY REPORT

Chief Megonigal reported the following:

- Report of the month's activities; a copy of the report is attached to the original of these minutes.

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BUREAU OF FIRE SAFETY REPORT

- Conley who is the Board's representative to the Bureau provided the minutes and financial reports for October meeting.

OLD BUSINESS

- *The Chief reported a growing building crack in the southeast corner of the engine bay. Conley has look at the crack and it looks like a settlement issue. The Commission authorized Conley to contact a structural engineer to look at the situation and make recommendations. (03/08).*

Conley reported that he contacted Edward P. Ryan, PE, a structural engineer who met with Conley and Brown to look at the building. Mr. Ryan's preliminary determination was that the cracking is due to settlement but there is no immediate danger. He will prepare recommendations and specifications for the repair of the settlement as well as the cracks in the near future. (04/08)

Conley reported that he has received the details from structural engineer, Edward P. Ryan and will coordinate with Richard Braslow and Ryan to put together a contract to perform the work recommended. (06/08).

Nolan inquired as to the status of the crack repair. Conley responded that the District is in the process of having a contractor look at it and provide an estimate to see if the repair needs to be bid. He also reported the Mr. Ryan had reported that there is no immediate danger, and budget constraints had moved this repair a little lower on the priority list, but not forgotten. (06/12)

- *Scott Brown asked if there was some types of sealer that can be used to stop the damage to apparatus aprons that have sever salt damage. He has seen repairs to bridge surfaces that were temporarily repaired rather quickly. Brown volunteered to discuss it with a friend who is a masonry contractor and Conley will talk to the County Engineer who may have specified the repairs to the County Bridges. (06/12)*

Brown reported that Jay Blackley of Blackley Concrete will look at the driveway and make a recommendation (07/12)

Brown reported that Jay Blackley reported that there is no fix the driveway apron will need to be removed and replaced. Conley requested that Blackley provide us with a cost estimate to do that work

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so that we know if we would need to bid the project and look for the money to pay for the replacement. (08/12)

Brown reported that Blackley has provided a proposal to remove the existing concrete and replace it with the same strength reinforced concrete for \$24,860.00. This is above the bid threshold and obviously will need to be bid.

Conley suggested that if total replacement is necessary, we should look into retaining a structural engineer or architect to design a heating system into the apron and then there would be no need to have salt on it. Conley will look into finding an engineer or architect with the appropriate experience. (09/12)

Conley reported that he has not been able to get Jay Blackley (concrete mason) to respond with a cost for a temporary winter patch. Brown will reach out to Troiano Concrete to see if they can do a temporary patch to get us through the winter months. (12/12)

Brown reported that he has contacted Ernie Troiano, Jr. of E. Troiano & Sons Concrete who will perform a temporary patch on the driveway for an estimated cost of \$2,100.00 as outlined in his letter of December 21, 2012. Conley reported that he has contacted, in writing, Thomas Lipski of PEOSH to request an extension of time to repair the driveway apron. A motion was offered by Andrews and seconded by Nolan to approve E. Troiano and Sons Concrete's proposal and authorize the work, voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

Conley presented a proposal from M V Engineering of Cape May Court House, NJ for providing the design, bid preparation and administration, and construction observation of the permanent driveway apron replacement for an estimated \$11,200.00 as contained in their written proposal. Resolution 13-20 Approving the award of the contract with Brian Murphy, PE of M V Engineering for the Design and Inspection of the Driveway Apron Replacement was offered by Andrews and seconded by Prendergast voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one. (01/22/13)

Brown reported that the driveway apron will be repaired with a temporary concrete patch by E. Troiano and Sons on Wednesday 2/27/13. (02/13)

Conley reported that the driveway apron was repaired on February 27, 2013 on schedule and he emailed a notice to Thomas Lipski of PEOSH along with photos of the completed driveway. Conley continued the report by telling all that Thomas Lipski emailed back that he would be issuing a letter indicating the violation has been abated. (03/13)

Conley reminded all that we have received preliminary plans and specifications for the permanent driveway replacement from MV Engineering. We need to decide when we want the driveway advertised, what is going to be included in the contract, such as fencing and/or security for the

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apparatus to be stored outside during the replacement of the apron and the concrete curing time. (03/13)

Conley discussed the need to meet to discuss how to deal with the apparatus security which will need to be outside the building during the removal and curing of the concrete apron. The meeting was set for April 22, 2013. (04/13)

Brown reminded everyone that only Conley and he showed up for the April 22 meeting and rescheduled for June 24, 2013 (05/13).

Conley reported that he has met with the engineer and reviewed the details for staging the apparatus out of three contiguous bays and then wait until the concrete has cured and then the next three contiguous bays can be poured. He also reviewed the parking lot driveway that needs to also be replaced as well as the concrete curb that also needs to be replaced. There will be a new concrete ramp created from the parking lot to the sidewalk on Town Bank Road so that the access from the parking lot in front of the engine bays can be fenced off or landscaped to prohibit access. (08/13)

Conley reported that he has not received the plans and specifications yet from the design engineer (12/13)

Conley reported that MV Engineering has worked with a relatively new high-early concrete additive that does not contain corrosives. The product is known as Sika Rapid and MV recommends taking more than the usual samples of each of the concrete pours and begin breaking the samples after 7 days, on a project that they tested this additive on, the concrete reached 4,000 pounds break in just 14 days. They are scheduled to have the revised plans and specifications to us by the end of May to go out to bid. (03/14)

- *Past President & Past Chief Treon who is now with Cape May County Office of Emergency Management, requested and was granted a place on the July meeting agenda to appear with Director Martin Pagulugi to discuss a possible memorandum of understanding (MOU) to utilize the multi-purpose room during emergencies and natural disasters. (06/14)*

Conley distributed a sample copy of the memorandum of understanding that was generated for Upper Township to each of the Commissioners, Chief Megonigal and President Marchino for review and to generate some comments. (09/14)

NEW BUSINESS

1. Conley introduced the proposed 2015 budget and reviewed it in detail for those in attendance.

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The meeting was opened to the public following a motion to do so by Conley and a seconded by Nolan, voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

No one spoke either for, against or had any questions regarding the proposed 2015 Annual Budget.

A motion to close the public portion of the meeting was offered by Conley and seconded by Nolan, voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

Conley offered Resolution 14-36, seconded by Andrews, to adopt the proposed budget for 2015 voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

2. The following new purchases were authorized to be made:
 - a. From low quote American Diving Supply of Egg Harbor Township, NJ various dive equipment for a total of \$1,120.05.
 - b. From Dell Computers, under State Contract, a new laptop computer and associated programs for TBFC Administration Relief Association for a cost of approximately \$1,200.00.

PUBLIC PORTION

There were no public comments,

There being no further business, the meeting was adjourned at 20:30 hours by a motion by Nolan and a second by Andrews.

Respectfully submitted,

Lewis H. Conley, Jr.
Secretary/Commissioner