

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Minutes of the June 19, 2017 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 Nolan at the Town Bank Fire House, 224 Town Bank Road, North Cape May, New Jersey.

President Nolan 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 and Prendergast, Charlotte, "Missie" Axelsson Financial Data Specialist. Also in attendance were eight firefighters, and no other members of the public.

MINUTES

The Minutes of the May 15, 2017 regular meeting was distributed earlier and reviewed by the Commissioners. A motion to approve the minutes was offered by Andrews and seconded by Brown; voting yes, Andrews, Brown, Conley, Nolan and Prendergast; abstained no one; voting no, no one.

TREASURER'S REPORT

Prendergast reviewed the Treasurer's report; a copy of the report is attached to the original minutes and made a part hereof.

- Interest received for the month was \$1,188.58 from the Crest Savings Bank account. A motion to approve the report was offered by Prendergast and seconded by Andrews; voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.
- The Commissioners reviewed all bills submitted to the Treasurer in proper form. Resolution 17-01.05 authorizing payment of those bills, in the amount of \$27,411.36 was offered by Conley and seconded by Prendergast; voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

CORRESPONDENCE

The Secretary read the following correspondence:

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1. Copy of a letter dated 5/30/17 from Donna Blackley Fire Official at the Bureau of Fire Safety to William Galestok, Planning Director regarding comments relative to a site plan for 3729 Bayshore Road.
2. Copy of a letter dated 5/30/17 from Donna Blackley Fire Official at the Bureau of Fire Safety to William Galestok, Planning Director regarding comments relative to a site plan for 14 Racetrack Drive.
3. Copy of a letter dated 5/30/17 from Donna Blackley Fire Official at the Bureau of Fire Safety to William Galestok, Planning Director regarding comments relative to a site plan for 3845 Bayshore Road.
4. Copy of the minutes of the March 4, 2017 quarterly meeting of the State Association of Fire Districts.

TOWN BANK VOLUNTEER FIRE COMPANY REPORT

- Report of the month's activities was presented to the Commissioners by Chief Lew Megonigal; a copy of the report is attached to the original of these minutes and made a part hereof.

BUREAU OF FIRE SAFETY REPORT

- Conley who is the Board's representative to the Bureau earlier distributed the minutes of the May 24, 2017 meeting for review and comment. He also discussed that the Bureau is researching the possibility of additional compensation for the Fire Official when called out at night, weekends or after hours for a fire investigation. There were no comments or questions. Conley also reminded everyone that there are no Fire Bureau meeting during the months of June, July and August due to the summer tourist season workload.

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).*

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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)

- *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 Pagliughi 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 Megoigal and President Marchina for review and to generate some comments. (09/14)

- *Conley also reported that 1-bid was received for the lease-purchase of a 1500 GPM pumper from Fire & Safety Services (Pierce) for \$814,772.71 with trade in and pre-payment discounts it would be \$747,442.71. Fire & Safety Services in their bid indicated that the identical unit can be purchased for \$799,518.07 and when the trade in and pre-payment discounts are applied the net price will be \$732,712.06, a savings of \$14,730.65. A separate proposal was submitted at Conley's request from Fire & Safety Services confirming the net cost of \$732,712.06. Conley has reviewed the proposal to lease/purchase from the HGAC with our specification specialist, Tom Shand and solicitor Richard Braslow and have been able to confirm that the HGAC proposal is for the same 1500 GPM pumper specified in the bid and they all recommend pursuing the lease-purchase from the HGAC. (09/16)*

Conley reviewed in detail the 1-bid received from Fire & Safety Services for the 1500 GPM pumper and the recommendation to purchase the same pumper through the HGAC for an

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additional savings of \$14,730.65 below the bid price after discounts. (see detail above in old business)

Resolution No. 16-35 Authorizing the Local Finance Board Application was offered by Andrews and seconded by Brown, voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

Resolution No. 16-36 Authorizing participation in the Houston-Galveston Area Council (HGAC) Cooperative purchasing program was offered by Brown and seconded by Prendergast, voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

Conley reminded those in attendance that we must provide 10 days' notice for public comment before signing a contract through the HGAC.

Resolution No. 16-37 Authorizing Bids for Financing the Lease/Purchase of the 1500 GPM pumper was offered by Nolan and seconded by Prendergast voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one. (09/16)

Conley reported that there were four bidders on the financing of the new pumper received on October 7, 2016. The low bid for a 3-year term was T D Equipment Finance of Cherry Hill, NJ at a rate of 1.52% or \$251,699.50/year.

Conley reported that an application has been filed with the Local Finance Board. I hope that we will be on the November meeting agenda. (09/16)

Conley reported that the Local Finance Board has approved our application. Resolution 16-39 awarding the financing proposal from low bid TD Equipment Finance was offered by Brown and seconded by Prendergast, voting yes, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

President Nolan opened the meeting to public comment regarding the purchase of the new pumper from the Houston-Galveston Area Cooperative (HGAC). There was no one in attendance that wanted to speak for or against the purchase. Nolan closed the public comment period for this topic on a motion by Prendergast and a second by Brown. Resolution 16-36 authorized the purchase of the 1500 gpm Pierce PUC Pumper through the HGAC, a motion was offered by Prendergast and seconded by Brown, to proceed with the purchase voting yes, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one. (12/16)

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Resolution 17-19 Approving the Findings of the Local Finance Board, which authorized the purchase of the 1500 GPM Pumper, was offered by Andrewes and seconded by Brown voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

Conley announced that the 1500 GPM pumper has been formerly ordered. (01/17)

Conley reported that he has reviewed with Chief Megonigal the Statement of Exemptions from NFPA 1901, Standard for Automotive Fire Apparatus, 2016 Edition, and signed the document on 5/31/17. This is a compendium of items that are not being provided on the new pumper when it leaves Pierce Manufacturing in Appleton, WI. Most of the exemptions (not being provided) will be installed by Fire & Safety Services once the unit is delivered by Pierce to them. Some are dealer provided and some will be removed from the trade in unit and installed by Fire & Safety.

Conley also reported that the anticipated delivery date is November 2017. (06/17)

- *Nolan reported that he had contacted Tortorice Roofing because of roof leak, since they installed the roof several years back. The roofer determined there was a leaking air condenser on the roof that was leaking oil that damaged the rubber roof. CM3 Building Solutions was contacted to repair the air condenser. That work is now accomplished and Tortorice Roofing has been notified that they can come back to repair the damaged roof. (10/16)*

Nolan reported that the cause of the roof leak was repaired by CM3 Building Solutions and Tortorice Roofing will be returning to do the final repair on the roof. (11/16)

Nolan reported he has requested Tortorice Roofing of the repair completion but they have not been here yet. He will give him one more chance before going elsewhere out of concern for the roof warranty. In the interim, another leak has been reported over the engine bays. Nolan will let him know. 12/16

1. *Nolan reported on receipt of correspondence from the State indicating that all Public Agencies are required to have and designate a Public Agency Compliance Officer and on the appropriate form must notify the NJ Department of the Treasury. Nolan reported to the Treasury that we do not have such a position and are willing to comply if we could receive more information relative to the position on January 23, 1917. (02/17)*

NEW BUSINESS

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1. Conley discussed the simple version of the specifications for the new security system for the firehouse and grounds. The new system would be integrated with the HVAC network that we now have which will provide the option to activate the HVAC system when the member swipes his card to open an outside door. The proposed system would have 18 indoor large cameras, 11 indoor small camera for small rooms and 11 outdoor cameras. It will also include card swipe locks on all doors so that for example we could provide a vendor with a card that would give him access to one outside door and whatever room he need to enter for the delivery. The system will time stamp the system with the vendors' i.d. that would correlate with the camera video.

Chief Megonigal has worked long and hard over many years to put this system together. The system will obviously exceed the bid threshold and will need to go out to bid.

Conley introduced Resolution 17-30 authorizing the Fire District to bid for the new security system and approving the specification reviewed. Resolution 17-30 was offered by Andrews and seconded by Brown, voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

2. The following purchase orders were authorized:
 - From Wireless Communications, West Berlin, NJ for new radio equipment for \$2,049.00 under state contract.
 - Jersey Fire & Safety Products, Vineland, NJ for Pelican area lights, batteries and associated chargers for \$7,473.75 (low quote)
 - American Diving Supply, Egg Harbor Township, NJ for dive masks with hot mics for \$2,360.00 (low quote)
3. Brown reported on a meeting regarding worker's compensation that was provide by Lower Township and their joint insurance fund (JIF). Commissioners Conley and Nolan also attended.

PUBLIC PORTION

- Nothing

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There being no further business, the meeting adjourned at 20:27 hours by a motion by Brown and a second by Prendergast.

Respectfully submitted,

Lewis H. Conley, Jr.
Secretary/Commissioner