

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Minutes of the February 26, 2018 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 Vice-President Brown at the Town Bank Fire House, 224 Town Bank Road, North Cape May, New Jersey.

Vice-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 Barger, Brown, Conley, and Prendergast, and Charlotte, "Missie" Axelsson Financial Data Specialist. Andrews was attending a work related emergency. Also in attendance were three firefighters, and no other members of the public.

MINUTES

The Commissioners reviewed the Minutes of the January 22, 2018 regular meeting, distributed earlier. A motion to approve the minutes was offered by Prendergast and seconded by Barger; voting yes, Barger, Brown, Conley, and Prendergast; abstaining 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 \$1,899.71 from the Crest Savings Bank account. A tax check was received from Lower Township for 98,950.00. A motion to approve the report was offered by Prendergast and seconded by Conley; voting yes, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one.
- The Commissioners reviewed all bills submitted to the Treasurer in proper form. Resolution 18-01.02 authorizing payment of those bills, in the amount of \$128,137.75 was offered by Conley and seconded by Prendergast; voting yes, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one.

CORRESPONDENCE

The Secretary read the following correspondence:

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Minutes of the February 26, 2018 Meeting

1. Email out dated 01/30/18 to Cape May Star & Wave transmitting second election notice to be published.
2. Email out dated 02/18/18 to Lizbeth Shay (Cape May County Clerk's office) et al transmitting the 2018 Election Tally (results) filled in for Lower Township Fire District No. 2.
3. Email out dated 02/18/18 to Julie Pickard, Lower Township Clerk, transmitting the election results for Lower Township Fire District No. 2, with copies to Leon Costello, and Richard M. Braslow.
4. Email and letter out dated 02/19/18 to Melissa Ford (DCA Authorities Unit) transmitting the Lower Township Fire District No 2 election results and copy of a voided mail in ballot.

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.
- The Chief reported on the progress of the new security system installation and operational changes that will become necessary when the system becomes operational in the next week. Conley commended and thanked Chief Megonigal for his involvement and input during the installation and operational phases of the modernized security system.

BUREAU OF FIRE SAFETY REPORT

- Conley distributed the minutes of the December 2017.
- Fire Official Donna Blackley has hired a new, experienced Fire Inspector Brian Neil for 3 days a week on a temporary basis to see how he works out. So far, he seems to be working out well. Mr. Neil has successfully passed the background check and the Fire Bureau Board has authorized Ms. Blackley to offer him a full time position at the end of his 90-day trial period, if that is her finding.

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Minutes of the February 26, 2018 Meeting

- **OLD BUSINESS**

- *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)

- *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

Conley raised the question as whether or not the roof has been repaired. No one has seen any leaking throughout the summer. Chief Megoigal will follow up, the roof may have been repaired and Mr. Tortorice didn't send a bill. (08/17)

Brown will contact Mr. Tortorice regarding the repairs (12/17).

Brown reported that he has been in touch with Rocco Tortorice and the repairs will be completed shortly. 01/18

Brown reported that Tortorice Roofing has repaired the roof, but missed a small hole that he will be back to repair next week. (02/18)

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Minutes of the February 26, 2018 Meeting

- *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)*
- *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. (06/17)

Conley reported that he has been made aware that the new security system can be purchased through the Camden County Educational Services Commission (CCESC), which is a purchasing coop. He has talked with Patrick Madden, Business Administrator for CCESC and Mr. Madden feel we are a good fit for their program. We must adopt a resolution authorizing the Fire District to join and provide Mr. Madden with a copy of the resolution and a copy of the minutes of the meeting indicating the adoption of the resolution and forward it to him with the application form. He will process the application through to DCA, Local Government Services for concurrence. Once authorized by DCA we will officially be accepted into the coop.

Resolution 17-32 Authorizing Lower Township Fire District No. 2 to join (become a member of) the Camden County Educational Services Commission's approved Cooperative Pricing System, Co-Op #66 CCEPS was offered by Conley and seconded by Andrews, voting yes,

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Minutes of the February 26, 2018 Meeting

Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one. (08/17)

Conley reported that he has submitted the necessary application and supporting documents to Patrick Madden, Business Administrator and received an email dated 10/13/17 from Patrick Madden, Business Administrator for Camden County Educational Services Commission acknowledging receipt of the application package we submitted and indicating that the documents will be submitted to Bureau of Authority Regulation for approval. (10/17)

Conley reported that he received email notification that we are approved by the State and CCEPS and can order from their vendors anytime.

Resolution 17-34 Awarding the new Security System installation Contract to CM3 Building Solutions, Inc. of Ft. Washington, PA, a CCESC Co-Op vendor for \$77,159.00 was offered by Conley and seconded by Brown, voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one. (11/17)

Chief Megonigal reported that the new data lines were installed by Marsden Electric and is ready to for the MIS team. Conley will follow up with Wes Barber and notify him that he can schedule the connections to the server, etc. (07/17)

Conley reported that he and Chief Megonigal would be meeting the team from CM3 Building Solutions Security Systems division next week to discuss the details for beginning the work. (01/18)

Chief Megonigal reported on the progress of the new security system installation and operational changes that will become necessary when the system becomes operational in the next week. Conley commended and thanked Chief Megonigal for his involvement and input during the installation and operational phases of the modernized security system. (02/18)

NEW BUSINESS

- Conley reported on the results of the annual election, which summarized are the annual budget passed and Barger and Conley were elected to 3-year terms each. A detail copy of the results are attached to the original of these minutes.
- The following purchases were authorized:
 1. A T.V. and sound system for the fitness room for a not to exceed \$700.00.

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Minutes of the February 26, 2018 Meeting

2. A new computer for the Fire Company President for a not to exceed cost of \$2,500.00 from Dell Computers.
- Prendergast reported that we all need to provide new signature cards to the bank.

PUBLIC PORTION

- Nothing

There being no further business, the meeting adjourned at 20:25 hours by a motion by Barger and a second by Prendergast.

Respectfully submitted,

Lewis H. Conley, Jr.
Secretary/Commissioner