

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Minutes of the March 18, 2019 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, Barger, Brown, Conley, and Charlotte, "Missie" Axelsson Financial Data Specialist. Prendergast was ill. Also present were two firefighters, and no other members of the public.

MINUTES

The Commissioners reviewed the Minutes of the February 25, 2019 regular meeting, distributed earlier. A motion to approve the minutes was offered by Andrews and seconded by Barger, voting yes, Andrewes, Barger, Brown, and Conley; 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 \$2,410.98 from the Crest Savings Bank account.

A motion to approve the report was offered by Conley and seconded by Andrews; voting yes, Andrews, Barger, Brown, and Conley; voting no, no one; abstaining, no one.

- The Commissioners reviewed all bills submitted to the Treasurer in proper form. Resolution 19-01.03 authorizing payment of those bills, in the amount of \$65,174.19 was offered by Conley and seconded by Andrews; voting yes, Andrews, Barger, Brown, and Conley; voting no, no one; abstaining, no one.

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CORRESPONDENCE

The Secretary read the following correspondence:

1. None.

TOWN BANK VOLUNTEER FIRE COMPANY REPORT

- Report of the month's activities was not available as the Chief's computer was down.
- The Lobster House Restaurant sprinkler system is now fully operational again.
- 6134's Command Zone was checked and reset. A copy of the report was sent to Pierce Manufacturing.

BUREAU OF FIRE SAFETY REPORT

- The minutes of the January and February 2019 meetings were provided to the Commissioners.

OLD BUSINESS

1. *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 Megonigal and President Marchina for review and to generate some comments. (09/14)

2. *Brown reported that Rich Fire Protection has performed their inspection and determined that there is an issue with the kitchen hood not working properly. It may be an electrical issue and the Chief will have Marsden Electric look at it and if it is electrical to repair it (08/18)*

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Brown reported that the fan was fixed; it was an electrical issue, however, Rich Fire Protection, when performing the 5-year internal inspection of the sprinkler system revealed that the system needed flushing and provided photographs to substantiate the need. Brown presented a letter from Rich Fire Protection dated 9/07/18 proposing a not to exceed fee of \$13,800, to furnish labor and materials to perform the repairs to the sprinkler system. They can begin the work as soon as a PO is issued.

Brown has performed a lot of checking and has had a couple of conversations with Rich Fire Protection and they are 90% sure that the flushing will correct everything with the system.

A motion to approve the proposal of Rich Fire Protection was offered by Andrews and seconded by Barger, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (09/18)

Brown reported that Rich Fire Protection would be here to flush the system on or about November 21, 2018. They originally were going to come earlier by he asked them to hold off until after the November elections since the building is used for a polling place for several districts and we did not want to inconvenience the election process.

Brown reported that Rich Fire Protection has performed the flushing of the fire suppression system and the system is functioning as designed. The also reported that the system will need major work sooner than later. They believe it will be necessary to replace the entire system from the entry manifold back. Brown will try to get a preliminary cost for the replacement so that we have an idea of the cost, which will most probably exceed the bid threshold. (01/19)

NEW BUSINESS

- Andrews offered the following resolutions and they were seconded by Barger:
 - 19-17 Designating Surety Bonding for Treasurer, etc.
 - 19-18 Designating Official Newspapers
 - 19-19 Authorizing Payment of Claims
 - 19-20 Adoption of Cash Management Plan
 - 19-21 Authorizing Appointment of Auditor
 - 19-22 Authorizing Appointment of Auditor for LOSAP

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- 19-23 Authorizing Appointment of Attorney
- 19-24 Authorizing Meeting Schedule
- 19-25 Authorizing Appointment of Financial Data Specialist
- 19-26 Reorganization of Commissioners Assignments

Voting yes, Andrews, Brown, Barger and Conley; voting no, no one; abstaining, no one.

- Approval of a contract with Thomas Shand of Emergency Vehicle Response for \$6,500.00, dated 2/26/19, to prepare specifications for the new aerial tower was offered by Andrews and seconded by Barger, voting yes, Andrews, Barger, Brown, and Conley; voting no, no one; abstaining, no one.
- The following purchase was authorized by a motion offer by Andrews and seconded by Barger:
 - Office Basics of Boothwyn, PA agents for (HON Furniture) under State Contract for new furniture for the Commissioners' office, the Chief's office, and the Command office in the amount of \$20,822.41, voting yes, Andrews, Barger, Brown, and Conley; voting no, no one; abstaining, no one.

PUBLIC PORTION

- Nothing.

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

Respectfully submitted,

Lewis H. Conley, Jr.
Secretary/Commissioner