

# **LOWER TOWNSHIP FIRE COMMISSION**

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

## **Minutes of the Minutes of the November 19, 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 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 Prendergast; Charlotte, "Missie" Axelsson Financial Data Specialist was also in present. Also present were seven firefighters, and no other members of the public.

### **MINUTES**

The Commissioners reviewed the Minutes of the October 15, 2018 regular meeting, distributed earlier. A motion to approve the minutes was offered by Andrews and seconded by Barger, voting yes, Andrewes, 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 \$2,722.71 from the Crest Savings Bank account.
- A Relief Association reimbursement check for \$3,909.00 was received during the month.
- A tax payment check from Lower Township for \$296,850.00 was received during the month.

A motion to approve the report was offered by Prendergast and seconded by Conley; voting yes, Andrews, 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 18-01.11 authorizing payment of those bills, in the amount of \$293,916.67 was offered by Conley and seconded by Prendergast; voting yes, Andrews, Barger, Brown, Conley and Prendergast; 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 submitted and reviewed by Chief Megonigal, a copy of which is attached to the original of these minutes.

## BUREAU OF FIRE SAFETY REPORT

- The minutes of the October meeting was distributed to the Commissioners. Of special note, a draft budget was reviewed and discussed; it required no increase in the amounts paid by each of the three fire districts. It was requested that Ms. Blackley prepare documentation for the methodology for the half year clerk/typist position and to include that stipend paid for attendance at the Fire Bureau monthly meetings. The clerk/typist will be a replacement for Sue Bailey who will be retiring August 1, 2019. The other was documentation for the anticipated part time inspector anticipated at 21 hrs. (3-days) a week during the peak season.
- A new Ford Explorer will be purchased through HGAC for \$26,950. \$30,000 is available through the capital account, which is more than enough to cover the purchase, transfer of radios, lettering, etc. The Dodge Durango was reported in worse condition than the older Explorer was, therefore the Durango will be replaced by the new Explorer when it comes in. We have received notice that the Explorer will be a 2019 model year vehicle.
- **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)*

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

- *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)*

*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 he has been in touch with the bat exterminator to be pro-active during the non-breeding bat season to be sure that we do not have any issues later. (10/18)*

It has been rumored that there have been indications that some bats are back. Brown will have the bat exterminator investigate the matter. (11/18)

- *Brown presented a proposal from Matt McGaffney to power wash the exterior of the firehouse, driveways and sidewalks for \$750.00. A motion was offered by Andrews and seconded by Barger to authorize the work, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (10/18)*

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Brown reported that the power washing has been completed and the results are great. (11/18)

- *Conley reported that two computer in the Commissioner's office are out of date and the MIS professional recommend their replacement. Conley offered a motion, seconded by Andrews that we purchase two new replacement computers for a not to exceed cost of \$4,000.00 voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (10/18)*

Conley reported the computers have arrived and installed. (11/18)

### NEW BUSINESS

- Conley introduce the proposed 2019 Annual Budget. He reviewed the budget in detail and pointed out that the proposed budget does not raise the tax rate to the residents of Fire District No. 2.

Resolution 18-33 approving the proposed 2019 Annual Budget and scheduling a public hearing for the budget on December 17, 2018 was offered by Andrews and seconded by Barger, voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.

- Conley has presented a proposal from Wes Barber of Barber Consulting for MIS services for 2019. Resolution 18-32 Approving the contract with Barber Consulting for MIS Services for 2019 was offered by Conley and seconded by Andrews, voting yes, Andrews, Brown, Conley, Nolan and Prendergast; voting no, no one; abstaining, no one.
- New equipment purchases requested by Chief Megonigal were approved as follows:
  - a. From Witmer Public Safety, Coatsville, PA, two sets of turn out gear, three pair of Hunter Boots and five Cairns face shields totaling \$7,850.00.
  - b. From Nat Alexander, Laurel Springs, NJ, 2 breakaway stretchers, 2 flotation collars, 3 lifting bridals and a Blowhard PPV Fan with battery for a total of \$5,845.39

### PUBLIC PORTION

- Nothing.

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

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Respectfully submitted,

Lewis H. Conley, Jr.  
Secretary/Commissioner