

# **LOWER TOWNSHIP FIRE COMMISSION**

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

## **Minutes of the Minutes of the September 16, 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 Prendergast; not in attendance was Charlotte, "Missie" Axelsson Financial Data Specialist. Also present were two firefighters, and no other members of the public.

### **MINUTES**

The Commissioners reviewed the Minutes of the August 19, 2019 regular meeting, which were distributed earlier. A motion to approve the minutes was offered by Andrews and seconded by Barger, voting yes, Andrews, 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 \$3,046.04 from the Crest Savings Bank account.
- A donation of \$500.00 was received from Crest Savings Bank.

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 19-01.09 authorizing payment of those bills, in the amount of \$11,266.38 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 received.

## **TOWN BANK VOLUNTEER FIRE COMPANY REPORT**

- A report of the month's activities is attached to the original of these minutes.
- South Jersey Gas Company is installing a new gas main in front of the firehouse this week. They have been warned to keep access and especially the apron clear and be aware that when the siren blows there will be a lot of activity around the firehouse.
- The aerial tower has received its Certificate of Inspection from the testing company.
- Construction is still on going on Roseanne Avenue.
- Pump testing on all engines, the tower and Fire Boat 61 has been completed.

## **BUREAU OF FIRE SAFETY REPORT**

- The financial reports for August have not been received yet. The Bureau is financially sound; however, the Fire Bureau does not meet in June, July & August due to summer workload. The September meeting is scheduled for Wednesday.

## **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)*

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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)*

*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)*

*Conley had the original building plans scanned and Brown will provide a copy to Rich Fire Protection so that they can prepare an accurate estimate of the replacement cost. (05-19)*

*Brown reported that Rich Fire Protection will be at the firehouse tomorrow for fire system testing. (07-19)*

*Brown reported that Rich Fire Protection was hoping that we could provide them with the actual CADD files for the firehouse and not a PDF copy of the original construction drawings. The CADD files are not available, therefore their team visited the building and did some*

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*extensive investigating and reported that they would provide us with a proposal and he has not received that proposal yet. (08/19)*

**Brown reported that he is still waiting for the proposal to provide the work. (09/19)**

3. *Chief Megonigal reported that the sump pumps in the engine bays are defective and need to be replaced.*

*Andrews reported that he has reached to several commercial plumbers and has not had a response back yet. (04/19)*

*Brown reported that the plumber Schaeffer has not responded, he will contact CM3 Building Solutions to see if they can perform the repair/replacement. (05-19)*

*Brown reported that CM3 Building Solutions does not perform the services needed, but recommended Deltronics a pump specializing company from Millville. He will reach out to Deltronics to look at the pumps. (06-19)*

*Brown reported that he has met with Deltronics, who are now GE Mechanical. The representative looked at the system and the pumps and provided a proposal to supply one new pump and other repairs for \$7,672.00. A motion to approve the proposal was offered by Andrews and seconded by Conley, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (07-19)*

**Brown reported that GE Mechanical would be here in 2 weeks to do the pump work. (09/19)**

4. *Conley and Chief Megonigal will be working on an updated mutual aid contract with the Cape May Point Volunteer Fire Company. (08/19)*

### **NEW BUSINESS**

1. A proposal to purchase turn out gear from Witmer Public Safety of Coatsville, PA was approved in the amount of \$13,530 as detailed in the 9/16/19 quote. It was approved, conditioned on verification by Missie Axelsson that funds are available, by a motion offered by Conley and seconded by Andrews, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one.

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2. Conley reported that a public relations firm made a presentation at the NJ Association of Fire Districts meeting in Wildwood this month. Leza Raffel of the Communications Solution Group spoke of her firm's success in getting voters out in elections to support the budgets and capital questions at the elections. Firefighters and first responders do not do a lot of putting news releases out to the media, do not communicate through social media, etc. to let the public know how much they do and why the specialized equipment is necessary. Most see public relations as bragging and shy away from it. Leza and her firm are available to assist Fire Districts and Fire Companies to develop a public relations program or do it for them.
3. The budget workshop will be Monday October 28, 2019.

### **PUBLIC PORTION**

Nothing.

There being no further business, the meeting adjourned at 20:32 hours by a motion by Barger and a second by Prendergast.

Respectfully submitted,

Lewis H. Conley, Jr.  
Secretary/Commissioner