

# **LOWER TOWNSHIP FIRE COMMISSION**

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

## **Minutes of the Minutes of the December 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. Charlotte, "Missie" Axelsson Financial Data Specialist also attended. Also present were two firefighters, and no other members of the public.

### **MINUTES**

The Commissioners reviewed the Minutes of the November 18, 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 \$2,737.89 from the Crest Savings Bank account.
- A tax check was received from Lower Township for \$3,918.72 was also received.

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 19-01.12 authorizing payment of those bills, in the amount of \$24,657.04 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.
- Construction is ongoing on Roseanne Avenue, and access is limited.
- 6121 is currently on GovDeals with bids closing in December.
- The chief reported that the Breathing Air Compressor is in bad shape. Airpower International, our breathing air consultant/vender recommends replacement. They will be generating a proposal for an updated version of the system that we currently have.

## **BUREAU OF FIRE SAFETY REPORT**

- The Bureau of Fire Safety report was read by Conley, a copy of the report and the previous month's minutes were distributed to all commissioners, a copy each is attached to the original of these minutes.
- A draft of the proposed 2020 Budget was reviewed once again and suggestions made, however; there would be no increase in the amount paid by the three fire districts.

## **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)*

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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)*

- 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)*

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*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 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)*

*Brown reported that he has received a detailed proposal to provide the work from Rich Fire Protection in the amount of \$204,000, which did not include a performance bond, trash removal, as well as exceeding the bid threshold. The matter will need to be considered in the 2020 budget and possibly retaining an engineer to review and expand the specifications and prepare and monitor the bid process and inspect the installation. (10/19)*

**Conley recommend hiring a Fire Suppression System Engineer to prepare specifications, a bid package and monitor construction of the new sprinkler system. He reiterated that we are not specialists in that field, we need someone looking out for us, and to be sure, we get a product that is up-to-date and up-to the current fire code. (11/19)**

- 3. 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. Conley review the proposed 2020 budget in detail that includes a 1 million dollar down payment from the Capital Account for the new Tower/Ladder, \$250,000 for new air-paks and about \$320,000 for replacement of the building sprinkler system, but does not increase the tax rate from last year.*

*Resolution 19-27 Approving the 2020 budget and schedule a public hearing for December 16, 2019 was introduced by Andrews and seconded by Barger, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (11/19)*

**A public hearing on the proposed 2020 Annual Budget was opened by a motion by Prendergast and seconded by Andrews, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one.**

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**Conley, reviewed for all in attendance that the Bureau of Authority Regulation has determined that a Special Meeting must be held for the Capital Elements of the 2020 Budget. Conley further informed all that a Special Meeting would be held on December 30, 2019 for a review and public vote on the Capital Expenditures contained in the proposed 2020 Annual Budget. To complete the process, there will be an additional meeting held on January 13, 2020 to formally amend and adopt it.**

**No one in attendance spoke either for or against the proposed 2020 Budget. A motion was made by Andrews and seconded by Barger to close the public portion of the meeting, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (12/19)**

Chief Megonigal reported that the breathing air compressor used to fill the firefighter's air-packs is no longer functioning and is beyond repair. The fire company needs to have breathing air for not only the air-packs but for the dive tanks also. The Chief presented a proposal from the HGAC Cooperative to purchase a new breathing air compressor; the cost of the new breathing air compressor, including trading in the old compressor, through the HGAC is \$57,942.63. There are sufficient funds for the purchase available under the Maintenance & Repairs line in the current budget.

A motion was offered by Conley and seconded by Andrews to authorize the purchase through the HGAC Cooperative for \$57,942.63, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one.

Other purchases authorized by a motion by Conley, second by Andrews voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one, are as follows:

1. From Dell Computers, the purchase of 2 new computers for the Treasurer and the Command Office not to exceed \$3800.00.
- 2.
3. From Witmer Public Safety, Coatsville, PA –the purchase of 5” Hose and a Pelican battery assembly, two TFT nozzles and hand line foam adaptor for a total of \$4,800, including shipping.

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**PUBLIC PORTION**

Nothing.

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

Respectfully submitted,

Lewis H. Conley, Jr.  
Secretary/Commissioner