

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the September 19, 2022

The regular monthly meeting of Fire District 2, Lower Township, Cape May County, New Jersey was called to order at 19:00 hours by President Brown at the Town Bank Fire House, 224 Town Bank Road, North Cape May, N. J.

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, Brown, Barger, Conley, and Prendergast. Charlotte, "Missie" Axelsson Financial Data Specialist was also in attendance. Also, present were two firefighters, and no other members of the public.

MINUTES

The minutes of the August 15, 2022, regular meeting was reviewed, and a motion was offered by Commissioner Andrews and seconded by Commissioner Prendergast to approve the minutes as written, voting yes, Andrews, Barger, Brown, Conley and Prendergast; voting no, no one.

TREASURER'S REPORT

1. The Treasurer's report was read by Commissioner Prendergast, a copy of the report is attached hereto and made a part hereof.

Interest earned for the month was \$2,134.50.

2. A motion to approve the Treasurer's report, was offered by Commissioner Prendergast and seconded by Commissioner Conley, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one.
3. The Commissioners reviewed all bills that were submitted to the Treasurer in proper form. Resolution 22-01.09 authorizing payment of those bills totaling \$53,777,55, was offered by Commissioner Conley and seconded by Commissioner Barger, 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

1. A report of the month's activities was read by Chief Megonigal, a copy of which are attached hereto and made a part hereof.
2. *The Chief reported that the new Aerial Tower is scheduled for an October preconstruction review meeting with an anticipated delivery date in June 2022. (08/2021)*

The Chief updated the status of the construction of the new Aerial Tower, (Tower 61), the signoffs for the new Aerial Tower were completed and the estimated final inspection is June 2022 with delivery in late August 2022. (03/2022)

The Chief reported that Tower 61 is scheduled for final inspection the last week of August and has been requested to be displayed at the Annual Firefighter's Convention in Wildwood, in September. (07-2022)

The Chief reported that the final inspection team will be leaving on Thursday to the factory in Appleton, Wisconsin to perform the final inspection at Pierce Manufacturing. It is anticipated that the tower will be displayed at the Annual Firefighter's Convention in Wildwood and then returned to Fire and Safety Services for final equipment fitting and mounting. The anticipated delivery to the firehouse is scheduled for mid-October. (08-2022)

3. *The Chief reported that the station's Ingersoll Rand air compressor is out of service. The valves in one of the cylinder heads has broken. The cost to repair it is \$1,446.00. The service technician was concerned about the integrity of the tank due to the age of the unit, about 25 years old. The Chief has requested a quote for a replacement compressor, but in the interim feels we need to repair the existing compressor since with all of equipment and parts delays, it may be a while before the replacement will be installed in the station.*

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A motion was offered by Commissioner Andrews and seconded by Commissioner Barger to approve the Ingersoll Rand Proposal to replace gaskets and valves on the first and second stage of the existing compressor as outlined in their 1/20/2022 quote for \$1,446.00, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (01/2022)

None of the repair parts have arrived was reported to the Chief by Ingersoll Rand (02/2020)

The Chief reported that the air compressor has been temporarily repaired and currently functioning, but the vendor does not have an anticipated date for delivery of the new air compressor. (08/2022)

- 4. The Chief reported that there may be an issue with the Port Engine on Marine 1. The issue is being investigated by a marine engine specialist. (03/2022)*

The port engine on Marine 1 has been damaged by a fire pump water line break that went into the port engine air intake. The preliminary estimate for repairs is \$40,000.00 for a new port engine and about \$17,000 for the piping. A claim has been submitted to the insurance company. (04/2022)

The Chief submitted a claim to our insurance company and the claim was denied, the water damage to the engine was an exclusion from the policy.

He anticipates that the new engine should be here in about a month (June 2022) (05/2022)

Commissioner Conley has reached out to Melissa Ford from the Division of Local Government Services regarding the emergency and felt that this is an emergency and would qualify for an emergency appropriation as outlined in N.J.S.A. 40A:14-78.11 et seq. Pursuant to that information, Commissioner Conley introduced Resolution 22-30 Declaring that an Emergency Exists and making an Emergency Appropriation of \$60,000.00 and that the deferred charge will be included in the 2023 Annual Budget, which was seconded by Commissioner Andrews, voting yes, Andrews, Barger, Brown, and Conley; voting no, no one; abstaining, no one.

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It is noted that this resolution shall not take effect until the municipal governing body (Lower Township) shall by a vote of not less than two-thirds of its full membership approve the emergency appropriation and certify its approval to the Fire District. (06/2022)

The chief reported that there is no delivery date available for the delivery of the new port engine for Marine 1, however the damaged piping has been replaced. (07/2022)

BUREAU OF FIRE SAFETY REPORT

There are no business meetings during the months of June, July & August due to the summer inspections workload for the Bureau.

OLD BUSINESS

- 1. Commissioner 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. Commissioner 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)*

Commissioner 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)

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

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

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

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Commissioner 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 retaining an engineer to review and expand the specifications and prepare and monitor the bid process and inspect the installation. (10/19)

Commissioner 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)

Commissioner Conley reported that he has been in touch with CM3 Building Solutions who performs pipe lining for fire suppression systems. He has received preliminary literature, which he shared with the Commissioners, and has requested a representative meet with him at the firehouse. (03/2020)

Commissioner Conley reported that the meeting with the CM3 Building Solutions representative has been delayed due to the COVID 19 Pandemic. (06/2020)

Commissioner Brown reported that a representative, Jim Ferani, from Rich Fire Protection would attend at our September meeting to discuss the sprinkler system replacement. (08-2020)

Jim Ferrante of Rich Fire Protection attended the meeting. He discussed the possibility to perform the replacement of the sprinkler system in stages. He was informed that the proposal that Rich Fire Protection submitted earlier was fragmented and did not contain many things that we want included in the proposal, some of which was, full performance bonding, hauling away all waste, any touch up or repainting that was necessary and replacement of any ceiling tiles that were damaged as part of the construction. He was also told that any proposal would need to comply with the New Jersey Public Contracts Law including prevailing wage rates, performance guarantees, etc.

Jim will take all the information back to the office and generate a new proposal or the contact information for a specification writer to prepare specifications for the work required so that the project can go out to bid. (09/2020)

Commissioner Brown reported that he has not heard from Jim Ferani yet. Brown will reach out to him. (10/2020)

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Commissioner Conley will work with Richard Braslow to develop a specification and bid package for the repair/replacement and will work with Leon Costello for whatever needs to be done to be able to use the dedicated building maintenance capital fund to pay for the repairs (06/2021)

Commissioner Conley reported that Solicitor Braslow is reaching out to Melissa Miller at DCA regarding an emergency process that can be used to get the work completed. (07/2021)

DCA determined the replacement of the fire suppression system was NOT an emergency and needed to follow the process for a capital expenditure, which includes a special capital meeting and itemization in the 2022 budget. Conley has coordinated that effort with Solicitor Braslow and Auditor Leon Costello and has advertised the special capital meeting for December 13, 2022, between the hours of 6 pm to 9 pm. (11/2022)

Commissioner Conley reported that following the Special Meeting, where the \$400,000 Capital expenditure was approved, it was included in the 2022 Budget, which was also approved.

Commissioners Brown and Conley will meet with a representatives of Fire Suppression system vendors to discuss options that may be available to enable the Fire District to move forward with this project. The meeting is scheduled for Friday March 25, 2022. (03/2022)

Commissioner Brown reported that Steve Gaddy will have specifications ready for us to review in the next three weeks. (08/2022)

2. *Commissioner Conley and Chief Megonigal will be working on an updated mutual aid contract with the Cape May Point Volunteer Fire Company. (08/19)*
3. *Resolution 20-32, Approving the bid package for financing and authorizing the advertisement of those bids for financing a Lease with an option to purchase a firetruck, (Pierce Aerial Tower) was offered by Commissioner Andrews and seconded by Commissioner Barger, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (06/2020)*

Commissioner Conley reported on the financing for the new Aerial, three bids were received, and the apparent low bidder was US Bank Corp at an interest rate of 1.2314%, that amount

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to be financed for 3 years is \$472,046.99 with an annual payment of \$161,239.98. The bids are currently under review by Solicitor Braslow.

He also reported that somehow related to the COVID-19 Pandemic, we have been informed by Fire & Safety that the trade in for the old aerial is down \$30,000. (07/2020)

Commissioner Conley reported that he has reviewed the preliminary submission package to the Local Finance Board for the new Pierce Aerial Tower and reviewed same with the other commissioners. Commissioner Conley offered Resolution 20-34 Authorizing the package to be submitted to the Local Finance Board, seconded by Commissioner Andrews, voting yes, Andrews, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (12/2020)

Commissioner Conley reported that the Fire District is scheduled to appear at the Local Finance Board (a Zoom meeting) in February. He and Richard Braslow, Esq. have collaborated on the application package and will appear on behalf of the Fire District (01/2021)

Commissioner Conley reported that the purchase of the new Aerial Tower received unanimous approval from the Local Finance Board, and he is working on the Lease/Loan Documents.

Resolution #21-19 Authorizing the Award of Contract to the Fire & Safety Services for the Pierce Aerial Tower to be purchased through the HGAC was offered by Andrews and seconded by Barger, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (02/2021)

Commissioner Conley reported that the purchase order has been processed and emailed to Fire & Safety Services to be submitted to the HGAC. Construction is estimated to be 13 months. (03/2021)

Commissioner Conley reported that he has closed on the financing with US Bank and the funds are now in escrow w/US Bank and will be released when requested when the new Aerial Tower has been constructed. (05/2021)

Chief Megonigal reported that the new Aerial Tower is scheduled for an October preconstruction review meeting with an anticipated delivery date in June 2022 (08/2021).

Chief Megonigal reported that the new Aerial Tower is now rescheduled for delivery the end of August 2022 (05/2022)

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- 4. Commissioner Conley reported that the remote garage door openers need to be replaced on the six (6) engine room overhead bay doors. He is in receipt of a quote from South Jersey Overhead Door Company, who performs our overhead door maintenance, to replace the six (6) new 850 LM external receivers-w/Antennas, twelve (12) 813LMX 3-button remote controllers, installation, and lubricate the door springs for \$2,350.00/Estimate No. 41570 dated 2/25/2022. A motion was offered by Commissioner Conley and seconded by Commissioner Barger to authorize the purchase and installation, voting yes, Andrews, Barger, Conley, and Prendergast; voting no, no one; abstaining, no one. (03/2022)*

Commissioner Brown reported that the parts have arrived and should be installed very soon (09/2022)

- 5. Commissioner Conley reported that Missie's computer needs updating, Barber Consulting reported that is out of date and will not support the next update of the Edmond's Software that we use. Conley offered a motion to replace Missie's computer with a new one that meets the specifications needed by Barber Consulting, not to exceed \$2,000, including programs: the motion was seconded by Commissioner Andrews, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (08/2022)*

Commissioner Conley reported that Missie's computer has been received and installed. (09/2022)

- 6. Commissioner Brown reported that the bats are back and presented a proposal from Western Pest Services to tent the East end of the Firehouse and follow-up with sealing the areas of entry*

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once the bats exit the building for \$1,500,00. A motion was offered by Commissioner Conley and seconded by Commissioner Barger to approve the proposal voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one. (08/2022)

NEW BUSINESS

1. Commissioner Conley presented a proposal from Barber Consulting to upgrade the WIFI system with wireless access points in the engine bay and the multipurpose room. Barber Consulting's Proposal #625 dated 8/25/2022, for providing and installation of the wireless access points for \$449.98 was approved by a motion by Commissioner Conley and seconded by Commissioner Andrews, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one.
2. Following a discussion regarding the Commissioner's annual compensation and a consensus that the annual compensation has remained unchanged for the last several years, it was the unanimous consensus there should be an increase of \$150.00 per year added to the existing compensation beginning in 2023 subject to review by Lower Township Council. The anticipated 2023 compensation would be as follows:

SCHEDULE A

Establishing the Compensation for Members of the Board of Fire Commissioners for 2023

President	\$3,650.00
Vice President	\$3,350.00
Secretary	\$4,050.00
Treasurer	\$3,350.00
Commissioner	\$3,350.00

Resolution 22-32 Establishing the Compensation for Members of the Board of Fire Commissioners for 2023 was offered by Commissioner Andrews and seconded by Commissioner Prendergast, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one.

3. The following purchases which were anticipated in the annual budget were authorized:
 - a. Six (6) CDMA cell phone modems for the apparatus were approved at a rate of \$36.99/month and installation is free if ordered this month from the AT&T FirstNet network.

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- b. From Mid-Atlantic Fire & Air, Laurel Springs, NJ, one each, Junkin Plastic Stokes Basket JSA200, Junkin Plastic Backboard JSA365, Junkin Stretcher bridle sling w/carabiners and shipping for a total of \$1,415.00.
 - c. From Life Savers, Inc. Fairfield, NJ. one each, Defibtech Lifeline AED package, AED Hard Case yellow, Adult Defibrillation Pads, Pediatric Defibrillation Pads, Responder kit and shipping for a total of \$1,155.55.
 - d. From Electronic Measurements Labs, Inc. Somerset, NJ one BW Technologies Gas Alert Quattro (QT-XWHM-R-Y-NA) for \$1,025.00.
4. A discussion on the compilation of the 2023 Fire District annual budget draft preparation workshop resulted in the workshop will be on Monday October 24, 2022, at 7:00 pm at the firehouse.

PUBLIC PORTION

Nothing.

There being no further business, the meeting adjourned at 19:32 hours by a motion by Commissioner Andrews and a second by Commissioner Prendergast.

Respectfully submitted,

Lewis H. Conley, Jr.
Secretary/Commissioner