

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the November 21, 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 three firefighters, Mr. Cingire, of Lincoln Financial, and no other members of the public.

MINUTES

The minutes of the October 17, 2022, regular meeting was reviewed, and a motion was offered by Commissioner Andrews and seconded by Commissioner Barger 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 \$3,461.11.

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 22-01.11 authorizing payment of those bills totaling \$59,840.30, was offered by Commissioner Conley, and seconded by Commissioner Andrews, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one.

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the November 21, 2022

CORRESPONDENCE

The Secretary read the following correspondence:

1. None.

TOWN BANK VOLUNTEER FIRE COMPANY REPORT

41. A report of the month's activities was read by Chief Megonigal, a copy of which are attached hereto and made a part hereof.

42. *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)

The Chief reported that Tower 61 will be here on Thursday 10/20/2022. (10/2022)

The Chief reported that Tower 61 has been received and all the necessary training has been completed and the unit is now in service. This is the last time that this report will appear. (11/2022)

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the November 21, 2022

43. *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.*

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)

44. *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

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the November 21, 2022

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.

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)

The Chief reported that Cummings is sending us a new engine and is scheduled to be here by the end of October. (10/2022)

The Chief reported that the engine has arrived from Cummings, it is not a new engine but a rebuilt one. The rebuilt port engine is currently being installed in Marine 1 and should be back in service in another week. (11/2022)

BUREAU OF FIRE SAFETY REPORT

The Bureau of Fire Safety reports and 2023 Budget were distributed by Commissioner Conley to the commissioners, a copy of which is attached to the original of these minutes.

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. They 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)*

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the November 21, 2022

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)

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)

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the November 21, 2022

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)

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)

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the November 21, 2022

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

Commissioner Brown reported that Steve Gaddy will have specifications ready for us to review in the next four weeks. (10/2022)

Commissioner Brown reported that Steve Gaddy will have specifications ready for us to review soon. (11/2022)

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 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)

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the November 21, 2022

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

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 Tower 61 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)

The Chief reported that Tower 61 will be here on Thursday 10/20/2022. (10/2022)

The Chief reported that Tower 61 has been received and all the necessary training has been completed and the unit is now in service. This is the last time that this report will appear. (11/2022)

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the November 21, 2022

4. *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 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)*

Commissioner Brown reported that Western is currently fogging the area and continue for the next couple of weeks. (10/2022).

Commissioner Brown reported no bats have been seen. (11/2022)

NEW BUSINESS

1. Conley reported that the emergency repairs for Marine 1 were able to be handled financially through holding off some anticipated repairs and services until next year, therefore Resolution 22-30 for emergency repairs to Marine 1 is no longer necessary.

Resolution 22-30-R voiding Resolution 22-30 for the emergency repairs to Marne 1 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.

2. Commissioner Conley discussed the upcoming annual contract and the need to be sure we have them in hand by the end of December for review and to request updated Business Registration Certificates and/or Public Works Contractor registration as applicable.
3. Commissioner Conley reviewed the proposed 2023 budget in detail, summarized at total proposed 2023 budget of \$1,343,031.63 with an amount to be raised by taxation of \$1,051,000.00. The amount to be raised by taxation is increased by \$15,900.00, which is offset by the increase in the total assess valuation of the Fire District at \$1,529,953,700.00. Simply translated that means that the proposed tax rate per \$100 of Assessed Valuation will remain the same \$0.0670.

Resolution 22-33 approving the proposed 2023 annual budget and scheduling a public hearing for same on December 19, 2022, 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.

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the November 21, 2022

4. Commissioner Conley reported that the annual audit has been performed by Ford-Scott and Associates during the month and we expect to see the report soon.
5. The following purchases which were anticipated in the annual budget were authorized by a motion by Commissioners Andrews and seconded by Commissioner Prendergast, voting yes, Andrews, Barger, Brown, Conley, and Prendergast; voting no, no one; abstaining, no one.
 - a. From Mid Atlantic Fire & Air, Laurel Springs, NJ 6-SCBA mounting brackets for \$546.00.
 - b. From Electronic Measurement Labs, Somerset, NJ, 1-Gas Meter & Calibration Gas for \$3,753.00.
 - c. From Witmer Public Safety, Coatsville, PA 4-sets of turn out gear for \$16,880.00 (State Contract)
 - d. From Service Truck Tire Center, Millville, NJ – new tires for 6133 and 6195 for \$5,106.64.
 - e. From Dell Technologies, Round Rock, TX 1 Dell Insperion 7710 AIO computer for \$1,655.83.

PUBLIC PORTION

Mr. Anthony Cingire, Jr. from Lincoln Financial made a presentation regarding the LOSAP program and the invitation of President Brown.

Mr. Cingire spoke of the history of LOSAP and related that a change from the last time that he was with us was that you can now resign from the fire company or the LOSAP program and restart after one (1) year. If you do that you are starting all over again. You must have five (5) deposits in the account for vesting, which is five years, minimum.

LOWER TOWNSHIP FIRE COMMISSION

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

Minutes of the Meeting of the November 21, 2022

He discussed in general the cost-of-living adjustment based on the Consumer Price Index (CPI) annual adjustment that is permitted depending on the wording in the original voter approval.

There was a lot of interest in the CPI Adjustment and Commissioner Conley asked to have someone from Lincoln Financial Services reach out to him and provide specific details regarding how to implement the CPI into our LOSAP.

The Board thanked Mr. Cingire for updating us on the program changes.

There being no further business, the meeting adjourned at 19:15 hours by a motion by Commissioner Barger and a second by Commissioner Andrews.

Respectfully submitted,

Lewis H. Conley, Jr.
Secretary/Commissioner