

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
March 21, 2022

Present: Commissioner Dave Costello
Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Suzanne Pohl
District Treasurer Jeffrey Prescott
Deputy Secretary Lindsay Abel
Chief Clem Schimikowski
1st Assistant Chief Nick Abel
2nd Assistant Chief Mike Meier
Vice President Richard Nicklas
Past Chief Andy Pohl

The Board of Commissioners meeting was called to order by Commissioner Costello at 7:00 pm followed by the Pledge of Allegiance to the Flag. There were eleven people present.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill and approved to go into executive session to discuss Personnel at 7:03pm.

A motion was made by Commissioner Costello and seconded by Commissioner Larson and approved to return to regular session at 7:30pm.

A motion was made by Commissioner Costello and seconded by Commissioner Larson and approved to approve the amended minutes of the February 21, 2022 Board meeting. Commissioner Thornhill abstained.

Chief's Report: Chief Schimikowski

The new pagers are in, thank you to Commissioner Thornhill for helping train to program them, most of the pagers have been issued and are working well.

Commissioner Thornhill asked about the maintenance schedule of the air bottles on 2376, Chief Schimikowski made him aware that the bottles are on a 10 year schedule as well as the tires.

1st Assistant Chief Abel provided the board with quotes for new tires for LT-2376:

Adirondack: \$9,320- due to tire shortage, they offered Good Year tires in the front, Bridgestone in the back. High Quality tires that would already come balanced, and Adirondack would come right to the firehouse to mount them.

Service Tire Truck Center: \$8,398.74-These tires would be a lower quality tire with not as good reviews, they also would not already come balanced

McCarthy Tire- no response

Commissioner Costello raised the question if it would be an issue to have 2 different brand tires on the truck. 1st Assistant Chief Abel made the board aware that from his conversation with the different tire companies he had talked to that would not be an issue as long as they are the same size.

It is the Chiefs recommendation to move forward with the Adirondack quote

Commissioner Costello raised the question of the lead time of the new tires, 1st Assistant Chief Abel made the board aware of a 6-8 month lead time.

In regards to the new sets of turnout gear being ordered, Commissioner Thornhill raised the question if the pants will include the integrated harness. Chief Schimikowski made the board aware that the fire officers ha met and came to a consensus that the pants will include integrated harnesses to keep the pants consistent.

President's Report: Vice President Nicklas

The membership application of Jenna Meaney was presented to the board for approval with a favorable recommendation from the Company.

In regards to the Open House, Commissioner Larson raised the question if there were any restrictions in relation to COVID-19, 1st Assistant Chief Abel reassured her that as the date gets closer, we would know more.

Treasurer's Report: Treasurer Prescott

The payroll system, Quickbooks, used by the district is upgrading to and annual payment system of \$350/year.

Payroll checks needed to be ordered as Treasurer Prescott's inventory was running low, 250 checks were ordered

The Federal Government is raising the interest rate for Treasury bills, Treasurer Prescott plans to make short term investments not exceeding 12/31/2022.

Treasurer has been collecting information for our Auditors that are coming in May.

The annual sales tax credit claim has been started, totaling just a little over \$200

Correspondence- Commissioner Thornhill has been in communication with TRC in regards to the DEC renewal of the drain system permit.

Committee Reports

Buildings & Grounds: Commissioner Larson

DiMartino Construction came and reassessed the doors to be replaced as the bid given was based on pictures sent, the amount \$8,275 that was already approved will suffice. It will take 10-12 weeks for the doors to get here.

In regards to the drain that was frozen in front of the building, Apex Sewer and Drain Cleaning came and repaired the system.

The security camera project is under state contract with Linstar, the lead time for the project is the end of April. Commissioner Larson made the board aware that a scissor lift will need to be rented to complete the work, Commissioner Larson is looking into rental companies for that.

Harold R. Clune Electric came to complete the monitor mounting project in the meeting room.

Turfco sent their contract of \$280 for a total of 5 treatments to be paid per treatment.

K&B Commercial Cleaning came and cleaned the stove in the kitchen, they said there was minimal grease build-up. The tech onsite made Commissioner Larson aware that there will be a letter coming in the mail for the inspection of the unit.

Johnson Control came and adjusted the damper and the temperature of the boiler. Commissioner Larson is inquiring why we are being charged for adjustments to a brand new unit that seemed like they should have been adjusted upon installation.

Commissioner Larson made the Board aware that a tree fell down during a storm a few weeks ago and that Hometown Turf was called and that the tree has been cleaned up.

Stanley Steamer will be here to clean the dryer vent in the Decon Room.

The zero-turn lawn mower will be going to Grassland for maintenance.

Commissioner Larson has been staying in contact with All Type Professional Doors, they will be onsite soon to repair doors.

Commissioner Larson requested that manual keys to the interior vestibule door be given to Board members, Chiefs, and employees to have in the event that the exterior door does not lock properly.

Eastern Heating and Cooling came and advised that 3 louvered ceiling light panels should be installed. The question was raised if it would drastically change our heating bill, the tech said

it depends. The tech onsite said you could always just replace the ceiling tile. Commissioner Thornhill suggested placing insulation as well to protect it from the cold.

The desk in the Chief's office needs to be replaced. Chief Schimikowski provided a picture of one from Amazon. Commissioner Thornhill recommended looking for a better-quality desk that may be more expensive, but will last longer. It was decided to move forward with the Amazon option.

On March 23rd there will be a FEMA seminar from 1pm-2pm, there have been issues logging in, Commissioner Larson is addressing.

The phone vendor will be calling on Friday 3/25 at 10:30am for about 1 hour, they wish to have a meeting.

The driveway is in need of sealcoating. Commissioner Larson is asking that bids are to be sent Attention: Beth Larson for April Meeting in a sealed envelope. It is to be made clear in the bid that the work will need to be completed in 2 separate days for fire operations reasons.

Will be asking for bids to repair the potholes in the driveway closer to road, Commissioner Thornhill recommended talking to the county to see if they can do the repair.

The laminate on the rec room and meeting room doors are pulling away, there has been no response from the company on the door, Curtis Lumber was contacted, they provided 3 companies, they have been contacted with no response.

Commissioner Larson has been in contact with Jolene Lomnes, who made Commissioner Larson aware that the company listed on the door was bought out by Masonite. Jolene offered to take on the job at her rate of \$75/hr and it should take 1-2 hours.

Commissioner Larson also had Jolene take a look at the ceiling tiles in the meeting room that are not level. Jolene gave a quote of \$65/hr and 2 workers will be necessary for that job.

Commissioner Thornhill requested that EGFD's own employee address these issues prior to hiring out.

Equipment: covered in Chief's report

Finance & Budget: Commissioner Pohl

Medical: Commissioner Pohl

The firefighter annual physicals have been scheduled April 4th, 6th, 11th, and 13th from 5pm-8pm. Firefighters are encouraged to sign up for earlier time slots first. The 1st person signed up for each day will be tasked with bringing that day's schedule to Dr. Buff's office.

Legal and Insurance: Commissioner Pohl- No Report

Computer: Commissioner Thornhill

The backup system has been working well.

Commissioner Larson asked of some kind of cart to go along with the monitors in the meeting room, Commissioner Thornhill said that was coming in the future.

Personnel: Commissioner Larson

Commissioner Costello assured that committees will be taken care of next month.

Commissioner Larson wanted to thank Treasurer Prescott and Statistician Saupp for everything they do.

Policies: Commissioner Gapczynski

The policy committee will be meeting next week.

Apparatus: covered under Chief's report

Accident Review Board: Commissioner Thornhill – no report

LOSAP: Commissioner Pohl

Treasurer Prescott made the Board aware that we are waiting on the bill for the post-entitled members.

Legislative: Commissioner Gapczynski – no report

Consolidation: Commissioner Pohl – no report

Use of Station: Commissioner Larson- no report

Past Chief Andy Pohl was contacted by a past applicant who was denied membership and is asking why. Firefighter Pohl asks that the Board contact this applicant and provide him with some type of explanation why he was not accepted.

Old Business

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved \$4,500 to TRC for handling our permit to be taken from A3410.401 Grounds and Buildings.

New Business

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson and approved to pay \$280 to Turfco to be taken from A3410.401 Grounds and Buildings.

A motion was made by Commissioner Thornhill and seconded by Commissioner Gapczynski to purchase 3 louvered ceiling light panels at \$57 each to be taken out of A3410.401 Grounds and Buildings.

A motion was made by Commissioner Larson and seconded by Commissioner Gapczynski to purchase a Coleshome L shaped desk from Amazon for \$209 to be taken from A3410.401 Grounds and Buildings.

A motion was made by Commissioner Costello and seconded by Commissioner Gapczynski to purchase 5 sets of turnout gear at \$4,531 each, totaling \$22,655 to be taken out of A3410.203 Protective Clothing.

A motion for Resolution was made by Commissioner Thornhill and seconded by Commissioner Costello to amend the 2022 budget as follows:

Increase	A3410.421 Tires/Batteries	<u>1,320.00</u>
Decrease	A3410.422 Truck Repair Maintenance	<u>1,320.00</u>

To fund new tires for LT-2376

A motion was made by Commissioner Thornhill and seconded by Commissioner Gapczynski to purchase a new set of tires for LT-2376 totaling \$9,320 to be taken out of A3410.421 Tires/Batteries.

A motion was made by Commissioner Costello, seconded by Commissioner Larson, and approved to approve the membership of Jenna Meaney.

A motion was made by Commissioner Larson, seconded by Commissioner Costello to spend \$13.99 on a new notebook for the District Administrator.

A motion for resolution was made by Commissioner Thornhill and seconded by Commissioner Larson to appropriate 12/31/2021 Assigned Unappropriated Fund Balance (Reserved for Encumbrances) as follows:

Increase	A3410.200	Purchase Trucks and Equipment	
	SubAccount	A3410.201 Hoses & Nozzles	834.00
Increase	A3410.200	Purchase Trucks and Equipment	
	SubAccount	A3410.206 Radios and Alarms	<u>7,596.00</u>
Increase	A5095	Appropriated Fund Balance	<u>8,430.00</u>

To amend the 2022 budget for 11 pagers & 1 hydrant valve ordered in 2021 & received in 2022.

A motion was made by Commissioner Larson and seconded by Commissioner Pohl and approved to approve the March 21, 2022 Abstract #3 minus line 113 \$548 to Johnson Controls

A motion was made by Commissioner Larson and seconded by Commissioner Gapczynski an approved to approve the Treasurer's Report.

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl to go into Executive session to discuss Personnel at 8:47pm.

A motion was made by Commissioner Costello and seconded by Commissioner Larson to adjourn at 9:15pm

Respectfully Submitted,

Lindsay Abel
District Secretary