

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING.
April 18, 2022

Present: Commissioner Dave Costello
Commissioner Ross Thornhill
Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Suzanne Pohl
District Treasurer Jeffrey Prescott
District Secretary Lindsay Abel
Chief Clem Schimikowski
1st Assistant Chief Nick Abel
2nd Assistant Chief Mike Meier
President Sage Baltrusaitis
Firefighter Laure Bicknell

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 twelve people present.

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl and approved to approve the minutes of the March 21, 2022 Board meeting.

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to approve the minutes of the work session held on March 30, 2022.

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson and approved to approve the minutes from the special meeting held on April 7, 2022.

Chief's Report: Chief Schimikowski

The Chief made the Board aware of the emergency appointment of Dr. Aaron Willen as the new EMS Medical Director as Dr. Halbig had retired without notice.

The Chief made the Board aware there had been an issue on a recent call involving Mohawk Ambulance, the issue is being addressed via written letter.

President's Report- President Baltrusaitis

President Baltrusaitis made the Board aware that the Company open house will be on Saturday October 15, 2022.

Commissioner Thornhill extended the offer to the President to ask the company if they would be interested in renting out the pavilion as the District is discussing the potential renting of the meeting room.

Treasurer's Report: Treasurer Prescott

The Treasurer made the Board aware that Treasury Bills have been purchased.

The sales tax claim is being reviewed and will be sent this week.

Correspondence

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

Commissioner Larson received a flyer endorsing the election of Tricia Schields as the AFDSNY Secretary/Treasurer in the election being held on May 6, 2022 at Turning Stone.

Committee Reports

Buildings & Grounds: Commissioner Larson

Tri-County Fire Extinguishers LLC came and everything was good.

A request was made to surplus the old chief's desk. Also, thank you to Brad for setting up the new one.

Commissioner Thornhill asked Chief Schimikowski if the old 1250 radios are able to be surplused, The Chief wants to discuss with the rest of the Officers because there are some they may want to use.

Harold R. Clune Electric came and did some small repairs including the fixture in the snack closet, and added rope lighting to the sign out front.

Stanley Steamer came and cleaned the dryer vent, the cap on the roof is in good shape.

The District Administrator, and Commissioners Thornhill and Larson attended the FEMA webinar, the login info is reset and everything is in good working order.

Commissioner Larson is working with the County Sheriff's office to organize inmates to come and add gravel to the apron around the concrete pad in the back of the firehouse, as well as connecting the pad to the driveway. They agreed, the District will be responsible for providing work gloves, and lunch. The Town of Glenville priced the crush and run at \$11/yard delivered.

The Dirt Guy quoted 5 dump trucks of top soil to fill the holes in the back field costing \$999. Fill is to be taken from the back of the firehouse first as a base and topped with the fill from The Dirt Guy.

The Zero-Turn lawnmower went to Grassland for service, there was a lot of damage to the undercarriage, the blower and the bagger are being removed. Commissioner Thornhill made the Board aware that he has already removed the blower and the bagger.

The leaf blowers, pushmower, and weed wacker are all going to All Seasons for service.

Linstar security system estimated that they will be here at the end of April or beginning of May.

The shred garbage can wouldn't lock, ProShred came and shredded what was in there and they replaced the can.

The grates that were ordered were installed in the meeting room.

Eastern Heating and Cooling came in for the boiler inspection. Commissioner Larson had asked them for a new boiler quote to plan ahead for replacing it in the future, also installed the parts needed on hot water heater

The District Administrator is continuing to attempt contact with companies regarding the Rec Room, Meeting Room, and Supply closet doors.

All Type Professional Doors came and performed maintenance on the overhead doors. After the fact, there was an issue with overhead door #1, they came back and fixed the issue.

All but 1 of the garage door remotes that came in are programmed, 1 needed to be sent back as it was not the same.

DiMartino gave a projected date of September for the exterior doors.

When Eastern Heating and Cooling was here, they noticed 2 large fans above the storage room that they had never serviced. According to Commissioner Thornhill, the issue had been investigated in the past with no luck in finding a way to access them. The Board is investigating.

Commissioner Larson presented the idea of taking a full inventory of district property and finding a way to store it. Chief Schimikowski recommended PSTRax, which is what is used to keep track of Firematic equipment and gear. Commissioner Thornhill added that the District is required by law to keep track of what is tax payer property.

Commissioner Larson recommended that "Property of East Glenville" stickers be added to equipment, especially those that go out for service.

Thank you to Kevin Weber and Commissioner Thornhill for getting the plow in the utility garage.

The shelving is bowing in the garage, it was suggested to replace it wired decking. Commissioner Larson found an option from Zoro.

Rainbow sprinkler came and turned sprinklers on.

4 bids came in to perform the sealcoating on the driveway.

-Our TRC rep sent a new 90-page request for modifications, a timeframe is unknown.

The question was raised if there was going to be another auction for surplus items. The consensus was that for anything of value it can be auctioned, but for garbage it can be put out on the curb for the Town of Glenville Bulk pick up.

Johnson Control is not charging for the invoice that has been in question.

Equipment: Commissioner Thornhill asked if the old pagers can be surplus. Chief Schimikowski made the board aware that they will be keeping some, but trying to weed some out.

Finance & Budget: Commissioner Pohl

Medical: Commissioner Pohl

Due to Dr. Buff having staffing issues, the 1st week of physicals was moved to the 18th and 20th.

Legal and Insurance: Commissioner Pohl

***Met with Bill VanGorder in regards to EAP.

Computer: Commissioner Thornhill

Commissioner Thornhill is requesting a 15ft HDMI cord for \$20 for the TV in the Board room.

In regards to the Linstar system, there will be a policy regarding access, etc. going forward.

The NFIRS system that we have was sold to ESO, our contract is up at the end of the year. Commissioner Thornhill wants to look at the 4(ESO, PStrax, McNeil, and IamResponding) that we currently own and see if there are any we can cancel.

Commissioner Thornhill is requesting the purchase of a timeclock for \$168.

Personnel: Commissioner Larson

Commissioner Thornhill asked for guidelines for notification of a special meeting.

The District Secretary attending the secretary training at Turning Stone on April 1, 2022.

Policies: Commissioner Gapczynski

The policy committee met on March 30, 2022

A new Marijuana in the Workplace policy was presented to the Board.

The Medical Requirements for Firefighters policy was amended; naming Dr. Buff was amended to “District Physician”. The hearing test requirement in section 4 was removed, and the EKG requirement was changed to all firefighters, not just those over the age of 40.

The Alcohol Policy was amended to require a TIPS trained bartender to be present at all functions held at the firehouse where alcohol was present.

The Alcohol Consumption Policy was revised to correct spelling and add firematic officer as agent for reporting.

Apparatus: covered under Chief’s report

Accident Review Board: Commissioner Thornhill – no report

LOSAP: Commissioner Pohl

Treasurer Prescott made the Board aware that they may want to look at other opportunities for LOSAP as there could be a better return elsewhere.

Legislative: Commissioner Gapczynski – no report

Consolidation: Commissioner Pohl – no report

Use of Station: Commissioner Larson

Commissioner Thornhill has been in contact with the County Board of Elections. Commissioner Thornhill is looking into if there was a way to change settings of the light in the parking lot to provide light into the evening.

Old Business

Commissioner Costello opened the 4 bids to sealcoat the driveway.

C.W. Sealcoating
Sealcoating- \$3,000
Clean and fill cracks- \$1,000
Total Cost- \$4,000

BDB Pavement
Sealcoating- \$7,850
Crack filling-\$6,500
Total Cost- \$14,350

Malta Asphalt
Sealcoating- \$4,348

J&J Super Sealcoatitng
Sealcoating-\$5,950

Commissioner Thornhill made a motion seconded by Commissioner Larson to accept the bid from C.W. Sealcoating for \$4,000 to fill the cracks and sealcoat the driveway.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

New Business

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to accept Dr. Aaron Willen as the EMS Medical Director.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Pohl and seconded by Commissioner Thornhill and approved to surplus the old chief's desk and the smart board.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Costello and seconded by Commissioner Gapczynski and approved to pay \$3,430 for the New York State Association of Fire Chiefs Training to come for A3410.441 Seminars.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to purchase 4 Fire Helmets totaling \$1,280 to come for A3410.203 Protective Clothing.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Larson and seconded by Commissioner Costello and approved \$20 to purchase one 15ft. HDMI cable to come out of A3410.461 Computer.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to purchase 14 wire racks from Zoro totaling \$815.22 to come form A3410.401 Grounds and Buildings.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello to purchase gravel from the Town of Glenville not to exceed \$500 to come out of A3410.401 Grounds and Buildings.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to approve \$999 to The Dirt Guy for 5 dump trucks of top soil to come out of A3410.401 Grounds and Buildings.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to approve up to \$200 for work gloves and lunch for the County Sheriff's Department performing work on the cement pad to come out of A3410.401 Grounds and Buildings.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Larson and seconded by Commissioner Gapczynski and approved to approve the Marijauna in the Workplace Policy.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson and approved to approve the amended Alcohol Consumption Policy.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl and approved to approve the Alcohol Policy Amendment.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello and approved to approve the amended Medical Requirements for a Firefighter Policy.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

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

Increase	A3410.420	Truck Repairs & Maintenance	
	SubAccount A340.421	Tires & Batteries	<u>41.00</u>
Decrease	A3410.420	Truck Repairs & Maintenance	
	SubAccount AA3410.422	Truck Repairs	<u>41.00</u>

To provide funding for slightly increased LT-2376 Tire Labor Costs.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Larson seconded by Commissioner Thornhill and approved to approve \$235 to All Type Professional Doors for the repair of the overhead doors to come out of A3410.401 Grounds and Buildings.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Larson seconded by Commissioner Pohl and approved to approve \$1,645 to Underwriters Laboratory for testing of the ladder tower to come out of A3410.422 Truck Repair & Maintenance.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Larson and seconded by Commissioner Pohl and approved to approve \$150 to Everdixie for EMS supplies to come out of A3410.204 EMS Supply/ Equipment.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl and approved to approve \$100 to Rainbow Sprinklers & Drainage for turning on and servicing the sprinkler system.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill and approved to approve \$234.50 to Young Fenton Kelsey & Brown for legal services

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl and approved to approve \$532 for the EAP services to come out of A9089.800 EAP Program.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Costello and seconded by Commissioner Larson and approved to approve the April 18, 2022 Abstract #4 totaling \$23,052.43.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

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

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello to approve \$168 to purchase a timeclock.

Commissioner Gapczynski	No
Commissioner Larson	No
Commissioner Thornhill	Yes
Commissioner Costello	No
Commissioner Pohl	No

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello to go into Executive session to discuss Personnel at 9:07pm.

Commissioner Gapczynski	Yes
Commissioner Larson	Yes
Commissioner Thornhill	Yes
Commissioner Costello	Yes
Commissioner Pohl	Yes

A motion was made by Commissioner Thornhill and seconded by Commissioner Larson and approved to adjourn at 11:02pm

Respectfully Submitted,

Lindsay Abel
District Secretary