

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
December 20, 2021

Present: Commissioner Wendi Gapczynski
Commissioner Beth Larson
Commissioner Suzanne Pohl
Commissioner David Costello
Commissioner Ross Thornhill
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
Deputy Secretary Lindsay Abel
Chief Clem Schimikowski
2nd Assistant Chief Nick Abel
Lt. Mick Meier
President John Labrie
President Elect Sage Baltrusaitis

The Board of Commissioners meeting was called to order by Commissioner Dave Costello at 7:08 pm followed by the Pledge of Allegiance to the Flag. There were thirteen people present.

A discussion led by Commissioner Gapczynski was held regarding requiring that all fire personnel, vendors and the public must be fully vaccinated and show proof of such in order to gain entry into the firehouse. If fire personnel cannot provide proof that they have been vaccinated, then they will not be allowed to respond to calls or attend any other functions at the station until the Governor changes the guidelines on January 15, 2022.

A motion was made by Commissioner Gapczynski and seconded by Commissioner Larson that East Glenville Fire District #3 will become a fully vaccinated station until January 15, 2022 at which time the Governor makes a judgment on the state of the COVID virus.

A motion was made by Commissioner Costello and seconded by Commissioner Thornhill to approve the amended minutes of the November 15, 2021 Board meeting.

Chief's Report: Chief Schimikowski

The Chief reported that the new 2345 has arrived and is in service. He presented a list of suggested changes and additions that has been received from the members. Chief Schimikowski also thanked the Board of Commissioners for the new piece of apparatus.

The anticipated installation of the new 800 band radio system is expected to take place in January 2022 and to be in service by February 2022.

Chief Schimikowski thanked the Board of Commissioner for their support during the past year and for the hard work and dedication of the district officers, the company officers, members and for the employees of the district.

The Board of Commissioners thanked Chief Schimikowski and the officers for his service this past year.

President's Report: John Labrie

Chris Farley was sworn in as a member of East Glenville Fire Company on December 14, 2021.

Rick Giaminelli is on a medical leave of absence as of November 2, 2021.

The following firematic officers were elected on December 14, 2021 and are presented to the Board for their approval;

Chief Clem Schimikowski
1st Assistant Chief Nick Abel
2nd Assistant Chief (open)
Captain Rescue John Jewell
Captain Engine George Budesheim
Captain Fire Police Wayne Sandlilands
Captain EMS (open)
Lieutenant Shawn Primett
Lieutenant Michael Meier

The following company officers were elected;

President Sage Baltrusaitis
Vice-President Richard Nicklas
Treasurer Jeffrey Prescott
Secretary Wendi Gapczynski
House Steward Sue Desbiens

Treasurer's Report: Jeffrey Prescott

The district will be receiving a number of dual band pagers in the near future. The district treasurer would like to have a replacement plan in place. We need to determine their actual life span, a projected cost to replace them and start an annual funding of the equipment reserve to replace them as needed.

Correspondence

Commissioner Larson reported that she had been contacted by Charlton Fire Department in regards to how we do our annual report, recruiting, etc. This was turned over to Commissioner Gapczynski who will respond to their inquiry.

A bill for 2022 dues was received from the Association of Fire Districts for the Capital Area. This was turned over to the district treasurer who will include it in the bills to be paid at the Organizational Meeting to be held on January 3, 2022.

Committee Reports

Buildings & Grounds: Commissioner Larson

All Type Professional Doors submitted a quote of \$1,095 to replace the electric lock on the entrance door which is not working properly.

Tri Valley Extinguishers has been contacted to purchase one CO2 extinguisher for \$274 or \$384 and one ABC extinguisher for \$89.

Four companies were contacted in regard to the repair of three doors at the fire station. All Type Professional Doors submitted a quote of \$11,795, Bellamy Brothers did not respond to our request for a quote, DeMartino Builders submitted a quote of \$8,275 and Adirondack Overhead Doors did not respond.

Apex Sewer did repair the plate in the ladies' restroom for a cost of \$650.

Hillyard Cleaning Supplies delivered the ice melt and it was left outside. The station keeper moved the pallet into the garage after a major struggle and the potential of harm to himself. Commissioner Larson thanked Brad Hough for his efforts to move successful move the ice melt out of the weather and into the garage.

Performance Industrial will be returning to repair the epoxy around the drain area in the ladies' restroom. Commissioner Larson will be at the fire station to make sure the job is done to her satisfaction.

Johnson Controls replaced the thermostat in the HVAC system.

Collar City Auctions was contacted to sell a number of surplus items stored in the garage and an emergency vehicle. The auction started on Wednesday, December 8th and closed on Monday, December 20th at 11 am. An estimated total of \$23,885 was made on the auction with \$20,500 being the price the emergency vehicle sold for. The equipment and lettering will need to be removed. The people are to pick up the items on Thursday, December 23rd between the hours of 9 am through 11 am by appointment only. It was the consensus of the Board that this was a good way to rid the district of unused items.

A news item was printed in the Daily Gazette regarding a grant application which was available in the Town of Glenville for Revitalization and Economic Development Initiative grant to improve façade and signage. Commissioner Larson contacted the town and was told the grant is available for businesses only and not for government agencies like firehouses.

A bill was received from Linstar in the amount of \$240 for software maintenance for January 1, 2022 to December 31, 2022. The contract needs to be signed and sent back to Linstar.

All Type Professional Doors on schedule for maintenance on the apparatus bay doors.

Eastern Heating & Cooling has been contacted to give the Board a quote to replace the thermostat in the apparatus bay and a long before it could be replaced.

Commissioner Larson has been in contact with the House Steward, Sue Desbiens, to try and clean up the storage room off the kitchen.

Alarm and Suppression have been asked for a quote to move the phone alarm from the ceiling to the panel in the hallway.

TRC testing has been completed for DEC and none of the labs do the testing for foam so therefore our permit will be changed to reflect that the test will not be completed.

A motion was made by Commissioner Thornhill and seconded by Commissioner Gapczynski and approved to pay \$2,550 to TRC for testing for DEC to be taken from account A3410.401 Grounds & Building.

Finance & Budget: Commissioner Pohl – no report

Medical: Commissioner Pohl – no report

Legal and Insurance: Commissioner Pohl

Commissioner Pohl reported that the Board had met with the agent from Mang Insurance, William VanGorder, regarding insurance coverage for the district. A notification was received stating that the cost of the coverage for the district was going to be increased by 12% which would be \$3,000. The members of the Board who met with the agent informed him that they wanted to do some comparisons with other insurance companies. Mr. VanGorder put together some other company costs for coverage and Mang Insurance was the best agency. The cost of the district insurance for the year 2021 was \$30,784 and in 2022 the cost will be \$31,489.

A motion was made by Commissioner Pohl and seconded by Commissioner Thornhill to continue to use Mang Insurance Agency as the provider for the district's insurance coverage for a cost of \$31,489 which represents the annual fee from ESIP and also for the accident and health coverage for 2022 for a cost of \$1,736.

Computer: Commissioner Thornhill

Commissioner Thornhill presented an idea to utilize the wall in the meeting room for training by installing two monitors. The following quotes were received for two large tv monitors and various audio-visual equipment; B & H - \$3,800; Amazon - \$3,500 and Best Buy - \$3,452.

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

Decrease	A3410.207	Rescue Equipment	<u>\$3,453.00</u>
Increase	A3410.461	Computer	<u>3,453.00</u>

To fund the purchase of two tv monitors and other audio-visual equipment

A motion was made by Commissioner Costello and seconded by Commissioner Gapczynski to approve the purchase of two tv monitors and additional audio-visual equipment at a cost not to exceed \$3,453.00.

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

Decrease	A9040.000	Workers Compensation	<u>\$4,275.00</u>
Decrease	A3410.190	Contingency	<u>4,000.00</u>
Increase	A3410.401	Grounds & Building	<u>\$8,275.00</u>

To provide funding for the replacement of three doors at the fire station

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to approve the cost of \$8,275.00 which represents the replacement of three doors to be installed by DeMartino Brothers to be taken from account A3410.401 Grounds & Building.

Personnel: Commissioner Costello

Commissioner Thornhill requested that the Board go into Executive Session at the conclusion of the Board meeting to discuss personnel.

The Station Administrator will be working Monday through Thursday for the next two weeks because of the holidays.

Commissioner Larson thanked Chief Schimikowski, the Station Administrator Emily Kugler, the Station Keeper, Brad Hough for a job well done this past year.

Policies: Commissioner Thornhill – no report

Apparatus: Commissioner Costello – covered under Chief's Report

Accident Review Board: Commissioner Thornhill – no report

LOSAP: Commissioner Costello – no report

Legislative: Commissioner Gapczynski – no report

Consolidation: Commissioner Pohl- no report

Use of Station: Commissioner Larson

A request for the use of the Board Room was received by the fire company for January 10, 2022 for a company membership meeting. This was not approved yet.

A request for the use the classroom was received from Ben Ferretti for the Glenville PBA for the following dates; January 10, April 11, July 11, November 7 and December 5, 2022 from 6 pm to 8 pm. A representative will be asked to pick up a fob from the station administrator the day before which will only be good for the day of the meeting.

George Budesheim has requested the use of the meeting room for a christening party to be held on January 9, 2022. George will be the host.

Wayne Sandlilands has requested the use of the meeting room for a little league meeting to be held on January 15, 2022 from 10 am to 2 pm. Wayne will be the host.

Unfinished Business

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to approve the payment of \$4,000 to Performance Industrial on the completion of the floor in the ladies' restroom pending the approval of the job by Commissioner Larson. The cost of \$4,000 will be taken from account A3410.404 Restroom Renovations.

The elections for the Board of Commissioners were held on December 14, 2021 at the fire station from 6 pm to 9 pm. The ballot showed Ross Thornhill running for a five-year term. There thirty-four (34) votes cast and Ross received thirty (30) votes with four (4) others. Congratulations Ross!!!!

New Business

A motion for Resolution was made by Commissioner Costello and seconded by Commissioner Pohl to approve the following amendments to the 2021 Budget:

Increase	A3410.420	Truck Repairs & Maintenance	
	SubAccount	A3410.422	Truck Repairs
			<u>622.00</u>

Decrease	A3410.420	Truck Repairs & Maintenance	<u>622.00</u>
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To provide Funding for O-Ring, Tower Light & Charger Repairs & DEF purchased

Increase	A3410.460	Miscellaneous	
	SubAccount	A3410.464	Stationery & Supplies <u>13.00</u>

Decrease	A3410.463	Conventions/Membership	<u>13.00</u>
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To provide Funding for Office Supplies ordered 12/9/2021 & 1 more DD Fee 12/31/2021

Increase	A3410.485a	Phone & Internet	95.00
	A3410.486	Insurance	25.00
	A1930.00	Judgments and Claims	<u>397.00</u>
		Total Increase	<u>517.00</u>

Decrease	A3410.190	Contingency	<u>517.00</u>
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To provide Funding for excess phone/internet costs in 2021, additional insurance cost for New R-2345 & to cover the refund we must pay for tax Certiorai Settlements within the Fire District.

A motion for Resolution was made by Commissioner Thornhill and seconded by Commissioner Pohl to pay Abstract #12 dated December 20, 2021 for vouchers #339 through #378 in the amount of \$26,935.19.

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

The bank statements for the month of November were reconciled by the Deputy Treasurer and presented to the Board for approval.

The bills for the month of December were prepared by the Treasurer and presented to the Board for approval.

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl to purchase the following Chief's Requests to be taken from Account A3410.207 Rescue Equipment:

1 – Weathertech Mud Flaps – R2345 -	\$ 52.00
2 – Milwaukee Hand Light - \$135.00 each -	270.00
2 – Milwaukee M18 Battery - 70.00 each -	140.00
1 – Milwaukee Charger - 85.00	85.00
1 – Milwaukee Light Stand- 177.00	177.00
1 – Inventory Sign Holders 32.00	32.00

A motion was made by Commissioner Thornhill and seconded by Commissioner Gapczynski to purchase eleven (11) dual band pagers at a cost of \$760 each for a total of \$8,360 to be taken from account A3410.206 Radios/Alarm.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to approve the purchase of six (6) officer badges at a cost of \$125 each for a total of \$750 to be taken from account A3410.462 Dress Uniforms.

A motion was made by Commissioner Thornhill and seconded by Commissioner Gapczynski to approve the purchase of four (4) officer helmet shields at \$60 each for a total of \$240 to be taken from account A3410.203 Protective Clothing.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to approve the payment of EMT Recertification for Patty Corlett and George Budesheim at a cost of \$435 each for a total of \$870 to be taken from account A3410.441 Seminars & Membership.

A motion was made by Commissioner Pohl and seconded by Commissioner Larson to approve the purchase of one (1) 4" Stortz to 5" NST Female Swivel (Hydrant valve for E2325) at a cost of \$862 to be taken from account A3410.201 Hose/Nozzle.

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello to approve the purchase of one (1) handheld plow control (U-2354) at a cost of \$448 to be taken from account A3410.401a Snow Plowing.

A motion was made by Commissioner Larson and seconded by Commissioner Pohl to approve the payment of \$240 to Linstar for software maintenance from January 1, 2022 to December 31, 2022 to be taken from A3410.401 Grounds & Building and to be taken from the 2022 budget.

A motion was made by Commissioner Larson and seconded by Commissioner Pohl to approve the payment of \$1,095 to All Type Professional Doors to replace the electric lock on the entrance door to be taken from account A3410.401 Grounds & Building and taken from the 2022 budget.

A motion was made by Commissioner Thornhill and seconded by Commissioner Costello to approve the payment of \$500 to Vander Molen Fire for changing the running boards on the new E2345 to be taken from account A3410.209 New Chief's Vehicle.

A motion was made by Commissioner Larson and seconded by Commissioner Thornhill to the payment of \$756 to Wells Communications for the mounting of hardware to be taken from account A3410.209 New Chief's Vehicle.

The date for the Oath Ceremony will be Saturday, January 1, 2022 at 10 am to install the Chiefs.

The date for the Organizational Meeting will be Monday, January 3, 2022 at 6 pm.

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl to approve Clem Schimikowski as Chief of East Glenville Fire District #3 for the year 2022.

A motion was made by Commissioner Thornhill and seconded by Commissioner Pohl to approve Nick Abel as 1st Assistant Chief of East Glenville Fire District #3 for the year 2022.

A motion was made by Commissioner Thornhill and seconded by Commissioner Gapczynski to adjourn to Executive Session at 9:52 pm for the purpose of personnel.

Respectfully submitted,

Elaine Erckman
District Secretary