

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
August 21, 2017

Present: Commissioner Suzanne Pohl
Commissioner Clem Schimikowski
Commissioner Brian De La Fleur
Commissioner Beth Larson
Commissioner Michael Petroski
District Treasurer Jeffrey Prescott
District Secretary Angel Vaughters
Fire Chief Andrew Pohl
House Steward George Budesheim

The meeting was called to order by the Chairwoman of the Board Suzanne Pohl at 7:03 pm followed by the Pledge of Allegiance to the Flag.

A motion was made by Commissioner De La Fleur, and seconded by Commissioner Schimikowski and unanimously passed to approve the amended minutes of the July 17, 2017 Board Meeting.

Chief's Report: (Andrew Pohl)

EGFD responded to 81 calls in July. EGFD total calls for year are 483. Top responders for July are: Leonard Prevost, Bob Moore, Bev Martinson, Sue Desbiens, Sandy Chlopecki and First Assistant Chief Ross Thornhill. Thank you for your service!

Chief Pohl would like to sincerely thank Alplaus Fire Department, County Fire Coordinators Office and Stratton Air National Guard for providing outstanding support and coverage for EGFD during the EMS incident involving past company president Ben Ferretti. It was a busy week with the passing of past Fire Coordinator and Investigator John Nubuck and we are extremely grateful that they were there to help us through a difficult time. Also, a big thanks to all of our responders who assisted and everyone for the get well wishes and prayers for Ben's speedy recovery.

Chief Pohl would also like to encourage any member who needs any assistance with workplace happenings or problems to contact any Company Officer or EAP Services. He asks all members to keep watch and to look out for one another's safety, wellness and mental health.

EGFD will review and possibly revise the District's Media Policy. If any member is approached by media at anytime, please refer them to Fire Chief Andrew Pohl for his comment.

SCCC has indicated they are having a problem reimbursing members for classes. Chief Andrew Pohl is looking into conducting EMS refreshers and classes in house through the Department of Health to alleviate this problem and for the department to receive credit for its training.

Lindsey Lancto and Nicole Porter will be attending an EMT class in September.

President's report: (Sean Primett) presented by George Budesheim

Michael Mierer and Maria Westbrook were voted into the fire company. Both passed their arson/sex offender background checks and are requesting the Board's approval.

The pavilion is being sealed up from insects, rodents and small animals by Accurate Pest.

EGFD will be at Pet Supplies Plus in Glenville with our UTV on August 29, 2017 to support Mountain to Miracles Veterans Foundation.

On September 8, 2017 EGFD will be at the Navy Chiefs Association Community Day at the Empire State Air Museum in Glenville.

Members will be working hard on hosting our annual EGFD Community Open House on October 14, 2017 here at the firehouse.

Treasurer's report: (Jeffrey Prescott) see attached

A motion was made by Commissioner Schimikowski, seconded by Commissioner De La Fleur and unanimously passed to approve the Treasurer's Report as reported to the Board.

The bank statements for the month of July 2017 were reconciled by the Treasurer and presented to the Board for approval.

The bills for the month of August 2017 were prepared by the Treasurer and presented to the Board for approval.

A motion for resolution was made by Commissioner Schimikowski, seconded by Commissioner De La Fleur and unanimously passed to approve payment of Abstract #8 on August 21, 2017 for voucher #199 through voucher #221 in the total amount of \$6,308.79.

Communications: None

Purchasing: (Com. De La Fleur) None

Building and Grounds: (Com. Larson)

New drinking fountains with water bottle fillers were ordered by Commissioner Schimikowski and will be installed by Suburban Plumbing.

Suburban Plumbing fixed a toilet leak in the men's bathroom.

Spectrum will be at the firehouse in September to switch our phone service provider. Commissioner Larson disposed of the old phones and EGFD received a free membership to Schenectady Composting and Recycling.

Twin Swan Tree Service removed the dead trees by the pavilion and cleared the fence lines of fire house property.

Commissioner Larson met with Dave Le Clair Construction and got an estimate of \$10,000 to repair the trim and wall board on the back of the building by the Bay 5 overhead door. She is seeking additional contractors and estimates for this repair.

The back gutters of the firehouse have been cleaned. There is a sagging piece of gutter that will be repaired.

Mr. Help will be at the firehouse to clean the carpets, upholstered chairs and showers on September 26 & 27, and to strip and wax firehouse floors on September 29 & 30.

The junk cars out back will be towed away in September 2017.

Station Keeper Brad Hough will install new ceiling tile in the Board Room.

The fire company will check into replacing a damaged septic cover by the pavilion.

Clean up around the perimeter of the pavilion will be done by fire company.

An account was opened with Hillyard for commercial cleaning and paper supplies at state contract pricing. Contact Station Keeper Brad Hough with any items needed for the station.

The annual contract for the firehouse HVAC system from Crisafulli Bros. Heating was signed and returned.

Commissioner Larson will reach out to BH-BL Government Class for student volunteers to help on October 3 at 6:30 pm with collating our Fund Drive Packets.

Equipment & Apparatus: (Com. Petroski)

The Sanford Antique Pumper was moved back to the Pavilion and 234 moved into the station Apparatus Bay.

230 Had a steering issue. Members added power steering fluid and will monitor.

238 Oil change and NYS Inspected by Terry Morris.

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Commissioner Schimikowski will obtain an estimate for securing the air compressor to the floor in the workshop.

Production questions are being answered as the new ER-231 is being produced. Pictures of the new engine will be coming shortly.

Finance and Budget: (Com. Pohl)

The Executive Board met to discuss upcoming budget. Treasurer Jeffrey Prescott will meet with the Chief's and the Board again to make any changes before the public meeting on October 17.

Medical: (Com. Pohl) None

Legal and Insurance: (Com. Pohl)

The safety risk management report through EGFD's insurance noted some items that should be reviewed and after commissioner's discussion this was signed and returned.

Alarm & Suppression will need to move the medical alert into the fitness center for optimal coverage. An estimate will be given on carbon monoxide detectors and a new alarm panel.

The pavilion has been cleaned out and is being sealed up to protect against rodents and pests.

The District will rent a dumpster and clean out the back garage.

EGFD has a formalized program with driver testing in house to satisfy EVOC.

The Board approves all vouchers, requires signatures and handles no cash to protect its funds.

Computer: (Com. De La Fleur) None

Personnel : (Com. Larson)

Everyone would like to express their heartfelt prayers and well wishes on a speedy recovery for brother Ben Ferretti.

Policies: (Com. De La Fleur)

Reviewing the Media Relations Policy.

Reviewing the Gas Card Policy.

Use of Station:

Approved request for Board Room use by Michael Petroski on August 23, 2017 from 4-7pm.

Accident Review Board: No report

LOSAP: (Com. De La Fleur)

EGFD received bids from Sean Hucko and Bryans & Gramuglia for the RPF Audit Bid. Both proposals will be opened on September 17, 2017.

New Business:

A motion was made by Commissioner Larson, seconded by Commissioner De La Fleur and unanimously passed to approve the membership of Michael Mierer as a firefighter at EGFD.

A motion was made by Commissioner De La Fleur, seconded by Commissioner Schimikowski and unanimously passed to approve the membership of Maria Westbrook as a firefighter at EGFD.

A motion was made by Commissioner De La Fleur, seconded by Commissioner Petroski and unanimously passed to purchase tree removal from Twin Swan Tree Service for \$2,655.00 to be taken from A3410.401 Grounds/Buildings.

A motion was made by Brian De La Fleur, seconded by Commissioner Petroski and unanimously passed to purchase Fall 2017 & Spring 2018 service from Crisafulli Bros. Heating for \$2,125.00 to be taken from A3410.401 Grounds/Buildings.

A motion was made by Commissioner De La Fleur, seconded by Commissioner Petroski and unanimously passed to adjourn at 8:35pm.

Respectfully submitted,

Angel Vaughters
District Secretary