

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
November 18, 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
Company President Shawn Primett

The meeting was called to order by the Chairwoman of the Board Suzanne Pohl at 7:01 pm followed by the Pledge of Allegiance to the Flag.

A motion was made by Commissioner Petroski, and seconded by Commissioner Larson and passed to approve the amended minutes of the October 16, 2017 Board Meeting. Commissioners Larson, Pohl, De La Fleur and Petroski voted yes. Commissioner Schimikowski abstained.

A motion was made by Commissioner Petroski, and seconded by Commissioner Larson and passed to approve the amended minutes of the October 17, 2017 Executive Meeting. Commissioners Larson, Pohl, De La Fleur and Petroski voted yes. Commissioner Schimikowski abstained.

Chief's Report: (Andrew Pohl)

EGFD responded to 67 calls in October. EGFD total calls for year are 676. Call data and top responders will be updated by Chief Pohl.

231 had an odor in the cab. Vander Molen installed new batteries.

The new engine is in production. Chief Pohl has pictures and a link for production updates. A group will be sent to Ohio to do a pre-delivery inspection.

Schoharie FD has expressed interest in bidding on E-231 when it goes up for sale in Spring 2018.

Lindsay Lancto and Nicole Porter are progressing with EMT classes. Lindsey Tibbits, Mike Meier, Mike Deyoe and Maria Westbrook are enrolled in BEFO class at EGFD. Assistant Chief Richard Carr and Captain Clem Schimikowski are continuing with EMT Refresher.

New Locker Labels and Labeled Water Bottles are being used at EGFD.

The Chief requests all members watch the building entrances and make sure no doors are propped open. Please close all doors and keep the building secure at all times.

The outdoor and entrance lighting will be repaired with the lighting retrofit project.

The Schenectady County Legislative Grant was awarded to EGFD for \$3,300.00 to be used to purchase PPE to be worn while operating the UTV.

Chief Pohl requests the purchase of (3) Smooth Bore Nozzles for bumper lines of trucks not to exceed \$800.00 each.

Chief Pohl requests the purchase of (1) White Helmet not to exceed \$785.00.

President's report: (Sean Primett)

Company Elections will be held on December 12th at 7pm.

Halloween treats and fun was had by everyone that attended the EGFD Halloween Jamboree on October 29th.

EGFD will host a Pancake Breakfast with Santa and Children's Christmas Party on December 9th from 8-11 am.

Company President Shawn Primett requests the Board's approval to host EGFD Company Christmas Party at the firehouse on December 15th or 16th from 5-10pm (17:00-22:00), with tips bartender serving beer and wine only which will be removed from premises at end of party. Alplaus FD will be standby for EGFD during this special occasion.

A motion was made by Commissioner Schimikowski and seconded by Commissioner Petroski and unanimously passed to approve the Company Christmas party at EGFD on December 15th or 16th from 5-10 (17:00-22:00) with tips bartender serving beer and wine with all alcohol removed at party end. Company must make sure EGFD has standby coverage for calls.

Treasurer's report: (Jeffrey Prescott)

Treasurer Jeff Prescott recommends the Board amends Abstract #11 to not include voucher #286 for 5 Dress Uniforms from MES due to quality and fit problems.

Alplaus FD paid for the 3 unification pagers from EGFD's order from River Valley Radio for \$1047.

Apparatus Reserve of \$244,800 has been invested at Trusco Bank into an 18 month CD @ 1.4%. These are different than previously quoted rates but what was available at the time.

Treasurer Jeff Prescott is checking into direct investments with the US government. EGFD is authorized to directly purchase securities and the Board may want to consider this in 2018.

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 October 2017 were reconciled by the Treasurer and presented to the Board for approval.

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

A motion for resolution was made by Commissioner De La Fleur, seconded by Commissioner Petroski and unanimously passed to approve payment of Abstract #11 on November 20, 2017 for voucher #268 through voucher #302 in the total amount of \$28,050.19. #286 rejected voucher due to quality/fit issues.

A motion was made by Commissioner Schimikowski, seconded by Commissioner De La Fleur and unanimously passed to pay:

Crawford Electric for \$1125. to be taken from A3410.401 Grounds & Buildings for repair to power for air handlers for building heating.

Grainger for \$203.79 to be taken from A3410.401 Grounds and Buildings for (6) water hoses. River Valley Radio for \$70.59 to be taken from A3410.206 Radios & Alarms for Programmer for new unification pagers.

A motion for resolution was made by Commissioner De la Fleur, seconded by Commissioner Petroski and unanimously passed to approve the 2017 Budget Amendments:

Increase to	A3410.400	Building Repair & Maintenance	
Subaccount	A3410.401	Grounds & Buildings	\$1458.00
Decrease from	A3410.400	Building Repair & Maintenance	
Subaccount	A3410.410a	Snow Plowing	\$1458.00

A motion for resolution was made by Commissioner De la Fleur, seconded by Commissioner Petroski and unanimously passed to approve the budget amendment:

Increase to	A9010.000	State Retirement Sys	\$185.00
Decrease from	A3410.190	Contingency Fund	\$185.00

A motion of resolution was made by Commissioner Schimikowski, seconded by Commissioner De la Fleur to amend the 2017 Budget:

Increase to	A3410.400	Building Repair & Maintenance	
Sub Account	A3410.403	Floors & Rubbish	\$542.00
Decrease from	A3410.401a	Snow Plowing	\$542.00

Increase to	A3410.401	Grounds & Buildings	\$1900.00
Decrease from	A3410.401a	LOSAP software	\$1900.00

A motion of Resolution was made by Commissioner Schimikowski, seconded by Commissioner Petroski and unanimously passed to make the following budget amendment:

Decrease	A3410.190	Contingency Fund	\$3300.00
Increase	A3410.401	Grounds & Buildings	\$3300.00

A motion was made by Commissioner Schimikowski, seconded by Commissioner Petroski and unanimously passed to approve payment of \$875.00 to Twin Swann tree Service for removal of 8 trees by pavilion, payment of \$630.00 to Burnt Hills Gutter for gutter repair to back of building, payment of \$150.00 to Elegant Interiors to re-glue wallpaper in Community Room and Hallway, and payment of \$1600.00 to Clune Electric for new controller for heat trace cable on front roof for a total of \$2655. To come from A3410.401 Grounds & Buildings.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Petroski and unanimously passed to approve the purchase of a pallet of American green rock salt to be delivered to back garage. Hill & Marks estimate is \$554.00 for 49 bags from A3410.401a Snowplowing. Commissioner Larson will get an estimate from Hillyard Supplies if they carry it.

Communications: None

Purchasing: (Com. De La Fleur)

Printer for Administrative Office will be ordered by First Assistant Chief Ross Thornhill.

A pallet of Rock Salt will be ordered by Commissioner Beth Larson.

Building and Grounds: (Com. Larson)

The roll off dumpster was picked up. Thank you to all members who helped with the clean out.

Rise Engineering and La Corte Electric has been installing the retrofit lighting for the energy upgrade. They will be scheduling the install of the exterior, parking lot pole and can lights.

Commissioner Larson received an estimate of \$150.00 from Elegant Interiors to re-glue the wall paper in the Community Room and Hallway.

Commissioner Larson received an estimate of \$1600.00 from Clune Electric for a new controller for the roof heat trace tape.

Residential Specialist will be submitting an estimate to repair the siding trim on the building.

The Vent flashing, splitting shingles and repairs to the siding trim on the roof is an ongoing problem. Commissioner Larson will follow up with Joe Bouchard a quote for repairs and patch work for winter.

Commissioner Larson has secured quotes for a station water softener system which will be reviewed 2018.

Commissioner Larson is seeking estimates and information regarding the request for a baby changing station in the firehouse restroom.

Crisafulli Bros Heating and Crawford Electric worked hard to fix our building heating problem. Bill Crawford found a bad connection to the air flow handlers through our fire alarm panel.

Carbon Monoxide detectors will be installed in house.

SRI will disconnect the water gong for \$500. An alarm bell is not needed because the sprinkler is connected to the alarm panel.

The Tennant Floor Scrubber was serviced and now working, it had the wrong batteries in it.

Commissioner Larson obtained an estimate for repair of the gutters in the back of the building from Burnt Hill Gutters for \$630.00.

The lawn sprinklers were winterized and Commissioner Clem Schimikowski will shut off the outdoor water for winter.

Member expressed concern about the flag being at half staff when needed. There is a NYS website to sign up for notifications. Commissioner Schimikowski will speak with the company about a possible committee to be responsible for this.

Commissioner Larson will check with Northeast Information Systems to change our telephone system to ring a couple of times then go to an automated message, after members were trying to call the station and didn't realize you do not have to listen to the full phone message.

If you press 0 anytime all the phones will ring throughout the firehouse.

Commissioner Larson received an estimate from Twin Swann Tree Service for \$875.00 to remove (8) dead and leaning pines that could potentially cause fence and pavilion damage.

Equipment & Apparatus: (Com. Petroski)

232 Truck cap and cargo slide ordered from Ruth's Automotive for \$5162.00

The new battery operated Jaws of Life were used and worked well.

Finance and Budget: (Com. Pohl)

Treasurer Jeff Prescott submitted the tax levy cap for the 2018 Budget to NYS.

Commissioner Pohl and Commissioner Larson will meet with Mang Insurance to review yearly changes of benefits.

The Public Budget Meeting was held and the 2018 EGFD Budget was Adopted.

Commissioner Elections will be held on December 12th from 6-9 pm. Commissioner Beth Larson is running for a 5-year Commissioner Term.

A motion was made by Commissioner Schimikowski and seconded by Commissioner De La Fleur to pay (3) poll workers \$35.00 each from A3410.465 Advertising & Vote for working the EGFD Commissioner Elections December 12th from 6-9 pm.

Poll workers names will be given to the Treasurer.

Medical: (Com. Pohl) No report

Legal and Insurance: (Com. Pohl)

Computer: (Com. De La Fleur) Printer for Administrative Office

Personnel : (Com. Larson) No report

Policies: (Com. De La Fleur) Commissioner De La Fleur spoke with WEX Fleet and multiple pins can be created per gas card. Chief Pohl will review this.

Use of Station: December 15th or 16th 5-10pm EGFD Company Christmas Party

Accident Review Board: No report

LOSAP: (Com. De La Fleur)

Treasurer Jeff Prescott spoke with attorney Bill Young and he believes the VFIS lump sum payout of future post entitlement benefits would not be taxed by NYS. The Board agrees to keep the monthly benefit payment structure as is for LOSAP payments. Treasurer Jeff Prescott will notify LOSAP we are not changing the benefit payment structure for VFIS.

Old/Unfinished Business:

A motion was made by Commissioner Petroski, and seconded by Commissioner De La Fleur and unanimously passed to approve the purchase of a previously approved expenditure of a truck cap and cargo slide from Ruth's Automotive for \$5162.00 to be taken from A3410.209 New Truck Box.

A motion for Resolution was made by Commissioner Schimikowski, and seconded by Commissioner De La Fleur and unanimously passed to approve the Budget Amendment to

Decrease	A3410.207 Rescue Equipment	\$2400.00
Increase	A3410.201 Hose/Nozzles	\$2400.00

A motion was made by Commissioner Petroski, and seconded by Commissioner De La Fleur and unanimously passed to approve the purchase of (3) Nozzles not to exceed \$800.00 each from A3410.201 Hose/Nozzle.

A motion was made by Commissioner Schimikowski, and seconded by Commissioner De La Fleur and unanimously passed to approve the purchase of a white helmet not to exceed \$785.00 from A3410.203 Protective Clothing.

New Business:

Commissioner Clem Schimikowski met with the Fire Chief's Association and state legislature is proposing requirement for Fire Chiefs. He recommends the Board check with PERMA and obtain a quote for workers compensation insurance because they offer grant opportunities to members.

A motion was made by Commissioner Schimikowski, seconded by Commissioner De La Fleur and unanimously passed to adjourn at 9:30pm into Executive Session.

Respectfully submitted,

Angel Vaughters
District Secretary