

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
September 17, 2012

Present: Commissioner Dave Mitchell
Commissioner Sue Pohl
Commissioner Gerald Cullen
Commissioner Clem Schimikowski
District Treasurer and Lieutenant Jeffrey Prescott
District Secretary Elaine Erckman
1st Assistant Chief Andrew Pohl
2nd Assistant Joseph Duchane
Captain Ross Thornhill
Station Manager Arnold Briscoe
President Wayne Bunn
Firefighter Jack Erckman

The meeting was called to order by the Chairman of the Board Gerald Cullen at 7:30 p.m. following the Executive Session which started at 6:30 p.m.

A motion was made by Commissioner Mitchell and seconded by Commissioner Schimikowski to approve the amended minutes of the August 20, 2012 Board meeting. Commissioner Cullen voted yes and Commissioner Pohl abstained.

A motion was made by Commissioner Mitchell and seconded by Commissioner Schimikowski to approve the minutes of the Executive Board Session of August 20, 2012 meeting. Commissioner Cullen voted yes and Commissioner Pohl abstained.

Chief's Report: see attached

Station Manager's Report: see attached

The John Deere snow blower should be surplused and go out for bids. Also need permission to purchase fresh flowers for the pots around the firehouse for open house. The John Deere mower needs to be serviced in the fall. All Seasons Equipment will pick it up and delivery. A quote for the fire door for the kitchen should be received by the next meeting.

There has been a discussion regarding the repairs inside the fire house to be done this winter depending on the budget. Repairs would include new wallpaper for the meeting room and the hallway.

President's report:

Dane Obelcz and Christopher Zagone were not sworn in at the September company meeting because they had not had their physicals. The application for Melissa Antrim is still on hold.

Robert Moore has resigned as an active member and has requested social membership. The executive committee will vote on it in October.

Five dress uniforms have been requested for company members. Three uniforms have been requested for Alexander Chlopecki, Kevin Andrew and Lynette Bucci the August meeting. The president has also requested uniforms for David Nally and Nick Abel.

Correspondence

An endorsement dated 8/6/2012 was received from Mang Insurance Company to delete the 1995 Simon Ladder Tower Vin. 0008 from Auto & Inland Marine Policies. An endorsement dated 8/6/12 was received from Mang Insurance Company to add 2012 Sparton Gladiator Vin. 5454.

A letter was received from Capitol Region FDLA inquiring if we would like them to handle the district's worker's compensation.

A copy of Fire District Affairs for August and September was received.

An email was received from Gerald Cullen requesting a notice to go into the Gazette regarding an executive session to be held on Monday, September 17, 2012 at 6:30 p.m.

A fax was sent to the Daily Gazette announcing the executive session to be held on Monday, September 17, 2012 at 6:30 pm.

Committee Reports

Building and Grounds: no report

Computer and Communications

There is still a problem with the router in the computer system. Commissioner Mitchell will take care of it.

Equipment

There will be UL testing done on 231 and 235 for an estimated amount of \$2,000. The testing will be done on the ground ladders and pumpers.

Finance and Budget

The Preliminary 2013 Proposed Budget Summary was presented to the Board for approval.

Legal and Insurance

The Harassment Seminar still has not been done. Commissioner Pohl will look into scheduling the class.

Personnel

The Board has met and completed the annual review for the station manager.

Policy

A new station manager job description will be discussed under new business.

Use of Station: no report

Unfinished Business

The Ryan Agerter case is still pending. The district's attorney William Young recommends that before we bring him back into the fire company and reinstate him we need a certificate of disposition of his case.

In the case of the Melissa Antrim mix up of her joining the fire company, there does not seem to be a procedural problem, it was more of a personnel problem. The president of the company will be asked to address the situation.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Mitchell and unanimously passed to approve Melissa Atrium as a member of the East Glenville Fire Company.

A motion was made by Commissioner Pohl, seconded by Commissioner Schimikowski and unanimously passed to approve the amended East Glenville Fire District #3 Station Keeper Job Description Policy.

The treasurer Jeffrey Prescott presented an Analysis of Audit Proposals and his recommendation was to approve Bryans & Gramuglia CPAs as the auditors for the next five (5) years at a cost of five thousand (\$5,000) per year.

A motion was made by Commissioner Pohl, seconded by Commissioner Mitchell and unanimously passed to approve Bryans & Gramuglia CPA's as the auditors for East Glenville Fire District #3 for the next five (5) years at a cost of five thousand (\$5,000) per year.

The Board commended Jeffrey Prescott on a job well done

The preliminary proposed budget, including a fund balance for 2012 was presented to the Board for final approval.

A motion was made by Commissioner Pohl, seconded by Commissioner Mitchell and unanimously passed to approve the preliminary proposed budget for the year 2013 with a 0% tax increase, including a fund balance estimated at \$110,000. The required public hearing will be held on Tuesday, October 16, 2012 at 7 p.m. at the fire station with a Board meeting to be held shortly thereafter the public hearing to approve the final budget for the year 2013. A copy of the preliminary proposed budget will also be provided to the town comptroller.

A motion was made by Commissioner Mitchell, seconded by Commissioner Schimikowski and unanimously approved to increase the wages of the station manager, Arnold Briscoe, from to \$18.00 to \$18.50 an hour effective September 17, 2012.

New Business

A motion was made by Commissioner Schimikowski, seconded Commissioner Mitchell and unanimously passed to approve the UL testing to certify the ladders and pumpers on 231 and 235 for an estimated \$2,000 to be taken from Account A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Mitchell, seconded by Commissioner Schimikowski and unanimously passed to grant approval for five (5) members to attend the Town of Guilderland Chiefs Association at Guilderland High School on Monday, September 24, 2012 at a cost of \$20 per person to be taken from Account A3410.441 Seminars and Membership.

A motion was made by Commissioner Mitchell, seconded by Commissioner Schimikowski and unanimously passed to grant approval for fifteen (15) members to attend the New York State Association of Fire Chiefs Fall Seminar at Scotia Glenville Middle School on Tuesday, October 23, 2012 at a cost of \$15 per person to be taken from Account A3410.441 Seminars and Membership.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to approve the use of one engine, the rescue and the ladder tower for the ride-along program for the elementary school contest winners. There will five winners from grades one through five.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to grant permission to use the aerial ladder truck for demonstration during the upcoming open house to give people that are twelve years of age and older to be able to have a ride up in the ladder tower. Commissioner Pohl will contact the district insurance company to ask for their permission.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to surplus the old John Deere snow blower and put it out for bid.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Mitchell and unanimously passed to purchase fresh flowers for the flower pots around the station for open house at a cost of up to \$200 to be taken from Account A3410.401 Grounds & Buildings.

A motion was made by Commissioner Pohl, seconded by Commissioner Schimikowski and unanimously passed to have the John Deere tractor serviced by All Seasons Equipment this fall at a cost of approximately \$250 to be taken from A3410.401 Grounds and Buildings.

A motion was made by Commissioner Mitchell, Commissioner Schimikowski and unanimously passed to purchase two dress uniforms; one for Dave Nally and one for Nick Abel at a cost of up to \$500 each to be taken from Account #3410.462 Dress Uniforms.

Treasurer, Jeffrey Prescott, received a phone call from Verizon and they stated our twenty-four month agreement ends of December 8, 2012. The question to the Board is do we want to continue with Verizon or to we want to research other providers for our phone service. After discussing the situation, it was the recommendation of the Board to continue our service with Verizon.

There has been an inquiry from Commissioner Stuart regarding providing direct deposit for the District payroll. The Board will discuss this at the next Board meeting.

The bank statements reconciled by the deputy treasurer were presented for the Board's approval.

The bills as previewed by Commissioner Cullen were presented for the Board's approval.

A motion for Resolution was made by Commissioner Schimikowski, seconded by Commissioner Mitchell and unanimously passed to approve the payment of Abstract #9 dated September 17, 2012 for item #253 through #275 for the amount of \$6,000.76.

A motion was made by Commissioner Mitchell, seconded by Commissioner Schimikowski and unanimously passed to approve the payment of \$1,600.00 to Tri-County Fire Extinguisher.

Treasurer's Report: see attached

A motion was made by Commissioner Mitchell, seconded by Commissioner Schimikowski and unanimously passed to accept the treasurer's report as presented to the Board

A motion was made by Commissioner Mitchell, seconded by Commissioner Schimikowski and unanimously passed to adjourn at 9:32 p.m.

Respectfully Submitted,

Elaine Erckman
District Secretary