

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
February 18, 2013

Present:	Commissioner Paul Stuart	Firefighter Jack Erckman
	Commissioner Suzanne Pohl	Firefighter Robert Berrian
	Commissioner Gerald Cullen	Ryan Agerter
	Commissioner Clem Schimikowski	
	Commissioner Dave Mitchell	
	District Treasurer Jeffrey Prescott	
	District Secretary Elaine Erckman	
	Chief Andrew Pohl	
	1 st Assistant Chief Joseph Duchane	
	2 nd Assistant Chief Ross Thornhill	
	President Wayne Bunn	
	Station Manager Arnold Briscoe	

The meeting was called to order by the Chairman of the Board Clem Schimikowski at 7:35 pm with a salute to the flag.

A motion was made by Commissioner Stuart and seconded by Commissioner Cullen to accept the amended minutes of the January 21, 2013 Board meeting. Commissioner Schimikowski and Commissioner Mitchell voted yes and Commissioner Pohl abstained.

Chief's Report: see attached

President's Report: see attached

Station Manager's Report: see attached

The station manager submitted a list of special projects for the year 2013 (see attached).

The Chief's car 238 required service to be performed which included a front tie rod, leaking heater hose, transmission service, general maintenance and tires for a total cost of \$1,672.00.

The amplifier for the system in the apparatus bay for channel 7 burned out. Albany Communications was contacted and the cost of the amplifier is \$270.65, travel \$40.00, install/labor \$49.00 and freight \$25.00 for a total cost of \$384.65.

Correspondence

A registration form was received for the 5th Annual Fire Department Law & Management Conference at Turning Stone Casino & Resort on March 21 – March 24, 2013.

Registration forms were received from the Association of Fire Districts of the State of New York 70th Annual meeting at the Saratoga Hilton, in Saratoga Springs, NY on April 18 – April 21, 2013.

A copy of the Fire District Affairs newsletter for January/February 2013 was received.

A letter was received from Grantgenies offering their services for writing grants for our fire district.

A letter was received from North Shore Solutions requesting the district to consider their company to create a web page for our department.

A letter was received from RBC Wealth Management offering to manage the district's NYS LOSAP program.

A letter was sent to William N. Young, Jr. notifying him that he has been appointed the district's attorney for the year 2013.

A letter was sent to Thomson Reuters including the recently received law book updates notifying them we no longer wish to receive these updates.

The Association of the Capital Area Fire Districts will be meeting at West Crescent Fire Department on March 9, 2013.

Committee Reports

Building and Grounds: no report

Computer and Communications: no report

Equipment

Burnt Hills Fire Department and Charlton Fire Department have inquired as to whether or not we have a chiefs car available for sale.

E231 should be returned to the station shortly. The initial quote from Arrowhead was \$12,986.55 for the tank replacement. The actual cost is \$13,797.19 for a difference of \$801.64. The spring repair quote was \$600.00. The actual cost is \$625.20 for a difference of \$25.20.

Finance and Budget

East Glenville Fire District recently received a bill from PERMA (town of Glenville) regarding Worker's Compensation for the year 2013. The bill was for \$54,049.00 for a difference of \$12,317.00 from what was paid in 2012. The district treasurer sent out requests for quotes to Capital Region VFBL Group, NYS Public Entities Group 497 and State Insurance Fund. Each of the quotes that were received were higher than what the district is paying with the town. The Worker's Compensation coverage needs to be addressed in June or July of 2013.

Legal and Insurance

Commissioner Pohl met with William Van Gorder of Mang Insurance and Jim Sullivan, Vice President and Relation Manager in government banking associated with NBT Bank. Commissioner Pohl signed the final insurance policy for the district for the year 2013.

Commissioner Pohl requested a final report from the Fagen suit. A letter was received stating that there was no longer any liability on the district's behalf and it was turned over to Bast Hatfield.

A letter was received from Mang Insurance Agency regarding the incident which took place in the summer of 2012 with E235 and Edward Martin stating that this issue has been resolved.

A Rejection/Reduction of Coverage was received from Mang Insurance Agency for Cyber Liability. It was the decision of the Board to reject this coverage. The form was signed by the Chairman of the Board Clem Schimikowski, dated February 15, 2013 and returned to Mang Insurance Agency.

Medical

Commissioner Pohl will contact Dr. Christopher Buff to set up dates for the firefighter's annual physicals. A sign up sheet will be posted with dates and appointments available.

Personnel: no report

Policies

Commissioner Schimikowski has met with the chiefs regarding the Chiefs Vehicle Policy. This policy needs to be reviewed each January and signed off by the chiefs.

Commissioner Pohl will meet with the safety officer of the company and set up the harassment policy training which will be completed via internet.

Use of Station

Chief Andrew Pohl requested the use of the station on Monday, February 25, 2013 for the EMT practical exam.

A request for the use of the meeting room was received from the Scotia-Glenville Drama Club for a cast party to be held on March 24, 2013 from 6 pm to 10 pm.

A defensive drivers course will be offered on Saturday, March 16, 2013.

Consolidation

A workshop was held on February 6, 2013 at Alplaus Fire Department. They are looking to ways to possibly do more ordering with us and do more training together. Alplaus Fire Department is in the process of seeking approval to build a new station. They are working with a consulting firm. EGFD has agreed to work with the consultants as per their due diligence on the consolidation of the two fire districts. They were sent a copy of our East Glenville Directory with committee chair people listed and advised to contact anyone for information in the future.

LOSAP

Commissioner Schimikowski reported on January 31, 2013 that he, 1st Assistant Joe Duchane and firefighter Leonard Prevost, the members of the LOSAP Audit Committee, met to review the statistician's report of LOSAP for the year 2012. Everything was found to be in order. A discussion was held by the Board as to whether this audit needs to be held every year as there is not a conflict of interest any longer as the statistician is not the chief. It was the decision of the Board to only do an audit if the report was contested.

Unfinished Business

A discussion was held by the Board regarding a question which was presented in November of 2012 as to whether the Board would allow alcohol to be present in the fire station 24/7. The chairman called for a motion to allow alcohol to be present in the fire station 24/7. There was no motion, so therefore the request was rejected. The Board has requested that the company present an alternative plan.

A motion was made by Commissioner Mitchell, seconded by Commissioner Stuart and unanimously passed to allow beer to be served at a poker/pool party on a date to be determined. The people attending the party will be requested to bring their own beer and take it home at the conclusion of the event.

A motion for Resolution was made by Commissioner Mitchell, seconded by Commissioner Stuart and unanimously passed to approve the following Budget Amendments:

From:	A3410.190 Contingency	5,435.00	
To:	A9025.000 Local Awards Program		5,435.00

to provide for increase in LOSAP costs

From:	A3410.190 Contingency	12,167.00	
To:	A9040.000 Workers Compensation		12,167.00

to provide for increase in Vol FF W/C and 2012 reg W/C audit

The district's auditor, Bryan & Gramuglia CPA's will be at the fire station on March 4 and 5 and March 23 for the final review.

New Business

A motion was made by Commissioner Cullen, seconded by Commissioner Pohl and unanimously passed to approve the attendance of Commissioner Stuart, Commissioner Schimikowski and Commissioner Mitchell at the Law & Management Conference at Turning Stone Casino on March 21 – March 24, 2013 at a cost of \$2,100 to be taken from account A3410.463 Conventions & Memberships. Also approved was the attendance of Chief Pohl at the same conference at a cost of \$540 to be taken from account A3410.441 Seminars & Membership.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to approve the use of the meeting room by the Scotia-Glenville Drama Club for a cast party to be held on Sunday, March 24, 2013 from 6 pm to 10 pm. Two checks were received. One for \$100 for a security deposit and \$50 to coverage the cost of a host. These checks were presented to the district treasurer.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to purchase five (5) safety vests at a total cost of \$100 to be taken from account A3410.208 Safety Equipment.

A motion was made by Commissioner Stuart, seconded by Commissioner Cullen and unanimously passed to purchase three (3) battery packs for Kenwood EMS portables at a total cost of \$159 on state contract be taken from account A3410.206 Radios & Alarm.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to purchase a SPECO amplifier from Albany Communications at a cost not to exceed \$385 to be taken from account A3410.401 Grounds & Buildings.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to pay the overage of the Arrowhead bill for the tank replacement on E321 in the amount of \$801.64 to be taken from account A3410.422 Truck Repair & Maintenance.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to pay the overage of the Arrowhead bill for the spring repair for E321 in the amount of \$25.20 to be taken from account A3410.422 Truck Repair & Maintenance.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed and approved to pay Foggs Automotive for the repairs to the Chief's vehicle 238 in the amount of \$1,672.68 to be taken from account A3410.422 Truck Repair & Maintenance.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to adjourn to Executive Session at 9:25 pm to discuss a personnel issue. Chief Pohl and Chief Thornhill were requested to join in the Executive Session.

The meeting was called back into session at 10:03 pm.

A motion was made by Commissioner Stuart that Ryan Agerter's suspension from the fire company be lifted and be allowed to rejoin the fire department. Since there was no second the suspension remains in effect.

Following the failed motion for Ryan Agerter to be reinstated, he abruptly stood and up and shouted profanities addressed to the Board. He made additional derogatory comments towards the Board and other members of the department. He then abruptly left the meeting and was heard shouting obscenities as he left the meeting room. He returned to the station shortly thereafter and left his cut up EGFD jacket at the rear door entrance.

A motion for Resolution was made by Commissioner Cullen, seconded by Commissioner Pohl and unanimously passed to approve the payment of Abstract #2 dated February 18, 2013 for item 40 through item 67 in the amount of \$297,566.30.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to pay the Worker's Compensation to the Town of Glenville in the amount of \$54,049.00.

A motion was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously passed to pay the bill to Arrowhead for the repairs to E231 in the amount of \$13,797.19 for the tank replacement and \$625.20 for the spring repair for a total of \$14,422.39 upon acceptance by the Chief. Cost will be taken from account A3410.422 Truck Repair & Maintenance.

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 Mitchell, seconded by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to appropriate Fund Balance Reserved for Encumbrances as follows:

To:	A3410.462 Dress Uniforms	\$1,125.00
To:	A5095 Non-Revenue Receipts	\$1,125.00
	for two uniforms and accessories ordered in 2012 rec'd	

Memo Adjustment to the Balance Sheet related to the above:

From:	A913 Committed Fund Balance	\$1,200.00
To:	A912 Unrestricted Fund Balance	\$1,200.00
	to reverse the three encumbrances related to the above	

A motion for Resolution was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to approve the following Budget Amendment:

To:	A3410.422 Truck Repair & Maintenance	\$12,987.00
To:	A5095 Non-Revenue Receipts	\$12,987.00
	to pay for tank replacement E231	

Treasurer's Report: see attached

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to approve the Treasurer's report as submitted to the Board.

A motion was made by Commissioner Stuart, seconded by Commissioner Mitchell and unanimously passed to adjourn at 10:25 pm.

Respectfully submitted,

Elaine Erckman
District Secretary