EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
July 15, 2013

Present:
Commissioner Paul Stuart
Commissioner Suzanne Pohl
Commissioner Gerald Cullen
Commissioner Clem Schimikowski
Commissioner Dave Mitchell
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
Chief Andrew Pohl
Station Keeper Arnold Briscoe
Vice President Barbara Bischoff
Firefighter Jack Erckman
Firefighter Josephine Carenza
Firefighter Kevin Kea

The meeting was called to order by the Chairman of the Board Clem Schimikowski at 7:30 pm with a salute to the flag.

A motion was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously passed to accept the minutes of the Executive Board meeting held on May 20, 2013.

A motion was made by Commissioner Cullen and seconded by Commissioner Pohl to accept the amended minutes of the Board meeting held on June 17, 2013. Commissioner Stuart, Commissioner Pohl, Commissioner Cullen and Commissioner Schimikowski voted yes. Commissioner Mitchell abstained.

Chief's Report: see attached (Andrew Pohl)

President's Report: (Barbara Bischoff)

The following applicants were sworn in on July 8, 2013; John Jewell, Vincent Oginski, Shawn Premitt and Matt Rowland. Robert Delaney will be sworn in at the July 18, 2013 drill. Jay Benner will be contacted and sworn in at a time convenient for him.

Station Keeper's Report: see attached (Arnold Briscoe)

Treasurer's Report: see attached (Jeffrey Prescott)

The treasurer met with Chief Pohl and 2nd Assistant Chief Thornhill on Sunday, July 14, 2013 to go over long term reserve account planning and to review their vision of what their long term plan is for replacing apparatus.

The treasurer stated that he did receive the confirmation that the auditors submitted our audit report to the NYS Comptrollers Office by the June 30, 2013 deadline. A copy of their letter and the certified return receipt were received.

Correspondence

A letter was received from RBC Wealth Management regarding LOSAP.

A copy of the Fire District Affairs newsletter for June – July 2013 was received.

A copy of the EGFD Dispatch newsletter was received for the month of July.

A meeting will be held on Wednesday, July 17, 2013 at the Melrose Fire Department for the Association of the Capital District.

Committee Reports

Building and Grounds: no report (Commissioner Cullen)

Computer: no report (Commissioner Stuart)

Equipment: (Commissioner Schimikowski)

232 A/C has a problem.
237 had rear window repair.
238 had brake repair.

Finance and Budget (Commissioner Pohl)

Commissioners Pohl and Cullen met with the district treasurer and a preliminary budget will be submitted to the Board at the August meeting.

In January of 2013 East Glenville Fire District and other town fire districts were hit with a considerable increase from PERMA for Worker's Compensation. Treasurer Jeffrey Prescott has been in contact with Bob Poitras, Program Manager from Capital Region VFBL Purchasing Group. Bob Poitras would like to hold a meeting with the fire districts to discuss the general concept and some estimates of pricing for Worker's Compensation.

Commissioner Pohl has contacted the town fire departments and extended the invitation to this meeting to be held on July 23, 2013.

Legal and Insurance (Commissioner Pohl)

The repair to the fog light assembly was discovered after the original quote for the repairs to 239 was received. The insurance company has been contacted and the treasurer has sent them copies of the estimate and the cost of the repairs. The amount to the district is $125.93. Commissioner Pohl has contacted the insurance company and has been assured that the check will be forthcoming.

Medical (Commissioner Pohl)

The certificates for the firefighter's physicals have been received and will be filed in their personnel files.

Personnel: no report (Commissioner Schimikowski)

Policies (Commissioner Stuart)

Commissioner Stuart has presented the East Glenville Fire District #3 Use of Meeting and Training Room Policy to the Board for their review.

Use of Station (Commissioner Stuart)

A request for the use of the pavilion has been received for a party to be held on Friday, August 16, 2013 for approximately 50 people which the fire company approved on July 8, 2013. A discussion was held by the Board as to the request to serve alcohol.

A motion was made by Commission Mitchell and seconded by Commissioner Stuart to allow the use of the pavilion for a party to be held on August 16, 2013 with alcohol and no tips bartender. Commissioner Mitchell and Commissioner Stuart voted yes. Commissioner Cullen, Commissioner Pohl and Commissioner Schimikowski voted no.

A motion was made by Commissioner Pohl and seconded by Commissioner Cullen to allow the use of the pavilion for a party to be held on Friday, August 16, 2013 from 5 pm to 10 pm with alcohol and a tips bartender. Commissioner Cullen, Commissioner Pohl and Commissioner Schimikowski voted yes. Commissioner Mitchell and Commissioner Stuart abstained.

The Board has requested that the company present a plan for the company picnic as to what they are going to have available at the picnic (alcohol) and how they plan on serving it.

Consolidation (Commissioner Pohl)

Chief Pohl has been in contact with Chief Coppola from Alplaus fire department and they would like to schedule a meeting with the Board and Chiefs to discuss future needs of both districts regarding equipment and apparatus.

LOSAP (Commissioner Schimikowski)

New quotes need to be obtained from companies that offer the LOSAP program.

Accident Review Board: no report (Commissioner Pohl)

Unfinished Business

1. SCBA purchase update – requesting contract for approval.
2. Melissa Antrium uniform – no update
3. Saratoga County Radio – received and being programmed
4. Hose testing – 2 – 50' 1/34” hose failed.
5. Harassment training – in progress – needs to be completed by July 31, 2013
6. Shipping papers have been given to treasurer as per request from auditors.
7. Company picnic – need plan regarding use of alcohol.

New Business

Chief Pohl submitted training requests for a session to be held at the Saratoga County training tower on September 14, 2013. Firefighters Jeffrey Prescott, Nick Abel and Kevin Andrew have signed up to participate in the training at a cost of $100 each. This request will be tabled until the August Board meeting.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to purchase eight (8) SCBA masks of various sizes at a cost of $193.75 each for a total cost of $1,550.00 to be taken from account A3410.202 SCBA Test/Repair.

A motion was made by Commissioner Mitchell, seconded by Commissioner Stuart and unanimously passed to purchase five (5) Globe Name Patches at a cost of $34.95 each for a total cost of $174.74 to be taken from account A3410.203 Protective Clothing.

A motion was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously passed to purchase five (5) helmet visor conversion kits at a cost of $36.00 each for a total cost of $180.00 to be taken from account A3410.203 Protective Clothing.

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 Cullen, seconded by Commissioner Mitchell and unanimously passed to approve the payment of Abstract #7 dated July 15, 2013 for item #188 through item #211 in the amount of $21,035.46.

There was one addendum supplied to the treasurer's report showing that we received and deposited the Foreign Fire Insurance into District Accounts on the same day it was paid over to the Company.

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

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to adjourn at 9:55 pm.

Respectfully submitted,

Elaine Erckman
District Secretary