EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
October 21, 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
1st Assistant Chief Joseph Duchane
2nd Assistant Chief Ross Thornhill
Station Keeper Arnold Briscoe
President Wayne Bunn
Firefighter Jack Erckman

The meeting was called to order by the Chairman of the Board Clem Schimikowski at 7:30 pm followed by the Pledge of Allegiance to the Flag.

The minutes from the September 16, 2013 Board meeting were tabled until the November Board meeting.

A motion was made by Commissioner Cullen and seconded by Commissioner Stuart to approve the amended minutes of the Public Hearing for the Budget of 2014 which was held on October 15, 2013. Commissioner Cullen, Commissioner Stuart, Commissioner Pohl and Commissioner Schimikowski voted yes. Commissioner Mitchell abstained.

Chief's Report: see attached (Chief Andrew Pohl)

President's Report: see attached (President Wayne Bunn)

Sean Thibault was approved by the Board of Commissioners on October 15, 2013 as a member of the EGFD company.

Rachel Jean Berggren was voted on and accepted as a member of the EGFD company on October 14, 2013.

Matthew Rowland was dismissed as a member of EGFD due to lack of participation in basic training, drills and meetings. A letter will be sent to him requesting that any district property be returned.

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

Treasurer's Report: see attached (District Treasurer Jeffrey Prescott)

Abstract #10 dated October 21, 2013 should be amended to reflect the following change; item #285 Fire Apparatus Unlimited PM & Pre-Pump Test E-235 should be changed from $996.30 to $896.30.

A motion for Resolution was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to approve the payment of amended Abstract #10 dated October 21, 2013 for items #270 through #306 in the amount of $137,467.15.

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

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.

Correspondence

The Capital Area of Fire Districts will be holding their last meeting of the year at West Crescent Fire Department on November 9, 2013.

Committee Reports

Building & Grounds: no report (Commissioner Gerald Cullen)

Computer: no report (Commissioner Paul Stuart)

Equipment (Commissioner Clem Schimikowski)

A discussion was held regarding equipment that needs to be surplused. A list was comprised by the chiefs and presented to the Board for their review. It was voted to surplus the equipment and the equipment committee will come up with a plan to dispose of remaining items.

Finance & Budget (Commissioner Suzanne Pohl)

The finance committee met with a representative for an informational meeting regarding LOSAP.

The Public Hearing for the 2014 Budget was held on Tuesday, October 15, 2013.

Workman's Compensation will be addressed under the budget.

Legal & Insurance (Commissioner Suzanne Pohl)

Information has been sent to Bill Van Gorder regarding Workman's Compensation.

Commissioner Pohl contacted Mang Insurance regarding information that might be available concerning Violence In The Workplace. There is an on line course available, a DVD training film and a draft for the adoption of a policy.

Commissioner Mitchell reported that he would contact with George Murphy who is a state trooper. He will come to the firehouse, do an assessment and advise us of any weak points that the district may need to address. He also can present a seminar on the subject.

It was the decision of the Board to have Commissioner Mitchell contact George Murphy to see if he would be available to meet with the Board during a workshop to explore the options available to the district.

Medical (Commissioner Suzanne Pohl)

Dr. Christopher Buff will not be administering flu shots to firefighters this year.

Personnel (Commissioner Clem Schimikowski)

Ryan Agerter attended the open house on October 5, 2013. He has been advised in the past that he is not to come on EGFD property in the future. A letter will be served on him reinstating the fact that he is no longer allowed on district property. Ryan refused to accept the first such letter mailed to him on in August of 2012.

Policies (Commissioner Paul Stuart)

A Use of Meeting and Recreation Room Policy by Members was given out to the Board members at the September Board meeting for their review. (a copy is attached)

Use of Station (Commissioner Paul Stuart)

The group called Breast Feeding USA which had requested the use of the training room for the second and fourth Tuesday of each month has decided to postpone their request until after the first of the year. This will be tabled until the December Board meeting.

Consolidation: no report (Commissioner Suzanne Pohl)

LOSAP (Commissioner Clem Schimikowski)

Commissioners Pohl, Commissioner Cullen and treasurer Jeffrey Prescott met with representatives from RBC Wealth Management. They presented information on a way to fund the district's LOSAP program through an investment company rather than by an insurance policy which is how the initial program was set up. The next step in the process would be to meet with an actuary to determine our future needs. The treasurer would like to contact other fire departments similar to EGFD to inquire as to their experience regarding the program.

Accident Review Board: no report (Commissioner Suzanne Pohl)

Unfinished Business

1. Station Use Policy – will be voted on
2. SCBA masks – purchased one/may need more

3. Name Patches – will follow up
4. Helmet Visor Kits – will follow up
5. Universal Gym – still not moved
6. 233/231 Appraisals – working on
7. Hose bed 236 – will follow up
8. Station antenna relocation evaluation – for 2014
9. A/C unit in district office – follow up
10. Kitchen pass thru – working on
11. Dry erase sheets – received
12. Uniforms for company – follow up
13. Badge cases for fire police – follow up
14. Insulated boots fire police – follow up
15. Bullet chainsaw blade – received
16. Annual testing of aerial, pumps, ground ladders by UL – scheduled
17. PM Service on LT236 pre UL testing – done
18. PM Service on E235 and E231 pre UL testing – done
19. Shutter for kitchen pass thru – on order
20. Linstar renewal – done

New Business

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to approve the East Glenville Fire District #3 2014 Budget.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to accept the amended East Glenville Fire District #3 Use of Meeting and Recreation Room Policy By Members.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to purchase one Kussmal Auto eject plug for R233 in the amount $573.00 to be taken from account A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to purchase winter supplies which includes rock salt and calcium in the amount of $698.50 to be taken from account A3410.401A Snowplowing.

The following quotes were received for the purchase of a water heater for the station (budgeted in 2013 for $5,500):

Duell Plumbing	$3,325.00
Eastern Heating & Cooling	$4,638.00
Crisafulli Bros	$5,875.00

It was the decision of the Board to table this purchase in order to acquire additional quotes.

A motion was made by Commissioner Stuart, seconded by Commissioner Cullen and unanimously passed to approve the membership of Rachael Berggren in the EGFD company.

A motion was made by Commissioner Pohl, seconded by Commissioner Cullen and unanimously passed requesting the candidates file a petition with the Board of Commissioners consisting of twenty-five (25) residents who are registered voters in the district. The petitions need to be returned to the district secretary by November 18, 2013.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to appoint the Board of Elections comprising of three members and they will be compensated at a cost of $35.00 each to be taken from Account A3410.465 Advertising & Vote.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to request the County Board of Elections to deliver a list of persons registered to vote as of November 17, 2013 to the district secretary.

A motion was made by Commissioner Mitchell, seconded by Commissioner Stuart and unanimously passed to place the publication of Notice of Elections in the legal section of the Daily Gazette cost to be taken from Account 3410.465 Advertising & Vote.

One petition has been given to Paul Stuart. An announcement of the election of a commissioner and the date of the elections has been posted in the apparatus room.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to surplus forty-three (43) SCBA cylinders, twenty (20) SCBA's and miscellaneous equipment.

An analysis was done regarding pricing for Workmans Compensation and it is the decision of the Board to continue with our current provider through the Town of Glenville.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to adjourn to Executive Session for the purpose of personnel at 9:27 pm.

Respectfully submitted,

Elaine Erckman
District Secretary