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

Present:	Commissioner Paul Stuart	President Wayne Bunn
	Commissioner Suzanne Pohl	Firefighter Jack Erckman
	Commissioner Gerald Cullen	Firefighter Robert Moore
	Commissioner Clem Schimikowski	
	Commissioner Dave Mitchell	
	District Treasurer Jeffrey Prescott	
	District Secretary Elaine Erckman	
	Chief Andrew Pohl	
	Station Keeper Arnold Briscoe	

The meeting was called to order by the Chairman of the Board Clem Schimikowski at 7:40 pm followed by the Pledge of Allegiance to the Flag.

A motion was made by Commissioner Mitchell and seconded by Commissioner Cullen to accept the amended minutes of the September 16, 2013 Board meeting. Commissioner Mitchell, Commissioner Cullen, Commissioner Pohl and Commissioner Mitchell voted yes. Commissioner Stuart abstained.

A motion was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to accept the amended minutes of the October 21, 2013 Board meeting.

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

President's Report: see attached (Wayne Bunn)

Rachael Berggren was sworn in as a member of East Glenville Fire Company on November 3, 2013.

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

A committee needs to be set up to address the district's purchase order system.

Treasurer's Report: see attached (Jeffrey Prescott)

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

From:	A3410.190 Contingency	358.00	
To:	A9010.000 State Retirement System		358.00

Amendment to provide funding for unexpected higher increase in
Second Quarter – fourth Quarter 2013 Retirement Contribution Required

Abstract #11 dated November 18, 2013 should be amended to reflect the following change; item #318 Fire Apparatus Unlimited Truck Battery Charger R-233 should be changed from $757.00 to $573.00.

A motion for Resolution was made by Commissioner Mitchell, seconded by Commissioner Pohl and unanimously passed to accept amended Abstract # 11 dated November 18, 2013 for items #307 through #335 in the amount of $32,308.16.

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

Correspondence

The EGFD Dispatch was received for October 2013.

An email was sent to Clem Schimikowski stating that three petitions were given out for candidates for commissioner. Petitions were given to Paul Stuart, Ryan Agerter and Robert Moore. The district secretary received a signed petition from Paul Stuart and Robert Moore. Joan Bunn, Nancy Famularo and Diane Costello will serve on the board of elections on December 10, 2013.

Committee Reports

Building & Grounds (Commissioner Cullen)

Four quotes have been received for the purchase of a one hundred gallon hot water heater to be installed at the fire station.

Duell Plumbing Heating & Cooling 165 Freeman's Bridge Road Schenectady, New York 12302	$3475.00
Crisafulli Bros. 520 Livingston Avenue Albany, New York 12206	$3700.00
Eastern Heating and Cooling Inc. 880 Broadway Albany, New York 12207	$3600.00
Brandon Kristel Plumbing & Heating 102 Connolly Road Ballston Lake, New York 12019	$2875.00

A motion was made by Commissioner Mitchell, seconded by Commissioner Stuart and unanimously passed to accept the quote from Brandon Kristel Plumbing & Heating in the amount of $2875.00 for a one hundred gallon hot water heater to be installed at the fire station.

It has been found that the dishwasher in the kitchen does not work properly. A repair person was contacted and it was discovered that the motor is seized up. The necessary repairs will be made.

Computer: no report (Commissioner Stuart)

Equipment (Commissioner Schimikowski)

During the October 21, 2013 Board meeting it was the decision of the Board to surplus some equipment. Commissioner Schimikowski has contacted GovDeals.com which is a clearing house for government agencies which sell equipment on line. He will follow up on this for further information.

Preliminary prices are being sought to replace the Chief's vehicle 237.

Finance & Budget (Commissioner Pohl)

The Budget for the year 2014 was submitted to the Town of Glenville.

To this date there have not been any quotes received for Workman's Compensation.

Medical: no report (Commissioner Pohl)

Legal & Insurance (Commissioner Pohl)

The district's insurance agent, William Van Gorder, will attend the December Board meeting to present any changes to our policy and to answer any questions.

Personnel: no report (Commissioner Schimikowski)

Policies (Commissioner Cullen)

There are still a number of personnel who have not completed the Harassment on line session. The district secretary must have a list of the personnel who completed the session. Firefighter Earl Crossway is not able to take the class on line, but submitted a form from his place of employment stating that he had completed the training on October 16, 2013. It was the decision of the Board to accept this document as proof that he has completed the course.

Use of Station: no report (Commissioner Stuart)

Consolidation: no report (Commissioner Pohl)

LOSAP: no report (Commissioner Schimikowski)

Accident Review Board: no report (Commissioner Pohl)

Unfinished Business

Work place violence program – Commissioner Mitchell and Chief Pohl will follow up.
Follow up from local FD's on using RBC Wealth Mngt – Jeff Prescott will follow up.
SCBA (July) – one more needed
Name Patches (July) - pending
Helmet Visor Kits (July) – received
Universal Gym – no action
233/231 Appraisals (July) – pending
Kitchen pass thru (January) working on
Uniforms for Company - pending
Complete uniform – Corenza
Three pairs of shoes – Cullen, Stuart, Pohl
Six belts – Stuart, Farley, Martin, Pennie, Briscoe, Bischoff
Two pairs of gloves – Farley, Pohl

4 badge cases for Fire Police at $15 each = $60 (September) pending
1 pair insulated boots – Fire Police = NTE $150 (September) pending
Winter snow supplies – ordered
New water heater for station

New Business

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to approve the purchase of three (3) sets of PPE – for firefighters Kea, Primett and Delaney for an approximate cost of $3,000.00 per set for a total of $9,000.00 plus shipping and handling if applicable to be taken from account A3410.203 Protective Clothing.

A motion was made by Commissioner Stuart, seconded by Commissioner Cullen and unanimously passed to approve the purchase of five (5) helmets (fronts already in stock) at an approximate cost of $300.00 for a total of $1,500.00 plus shipping and handling if applicable to be taken from account A3410.203 Protective Clothing.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to approve the purchase of one (1) AED (LT236) – Cardiac Science on state contract at a cost of $1,500.00 plus shipping and handling if applicable to be taken from account A3410.204 EMS Supply/Equipment.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to approve the purchase of six (6) pager batteries at a cost of $20.00 each for a total of $120.00 plus shipping and handling if applicable to be taken from account A3410.206 Radios/Alarm.

A motion was made by Commissioner Mitchell, seconded by Commissioner Cullen and unanimously passed to approve the purchase of six (6) pager chargers at a cost of $50 each for a total cost of $300.00 plus shipping and handling if applicable to be taken from account A3410.206 Radios/Alarm.

A motion was made by Commissioner Stuart, seconded by Commissioner Cullen and unanimously passed to approve the purchase of six (6) pager clips at a cost of $20.00 each for a total cost of $120.00 plus shipping and handling if applicable to be taken from account A3410.425 Radio Maintenance.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to approve the purchase of six (6) HT 1250 portable batteries – three chiefs and fire police – at a cost of $50 each for a total cost of $300.00 plus shipping and handling if applicable to be taken from account A3410.206 Radios/Alarm.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously approved to adjourn to Executive Session at 9:25 pm for personnel matters.

Respectfully submitted,

Elaine Erckman
District Secretary