

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
August 18, 2014

Present:	Commissioner Suzanne Pohl	President Ben Ferretti
	Commissioner Gerald Cullen	Firefighter Jack Erckman
	Commissioner Clem Schimikowski	
	Commissioner Dave Mitchell	
	Commissioner Paul Stuart	
	District Treasurer Jeffrey Prescott	
	District Secretary Elaine Erckman	
	Chief Andrew Pohl	
	2 nd Assistant Chief Ross Thornhill	
	Station Keeper Arnold Briscoe	

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.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to approve the minutes of the July 21, 2014 Board meeting.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to approve the minutes of the July 21, 2014 Executive Board session.

A motion was made by Commissioner Cullen, seconded by Commissioner Mitchell and unanimously passed to adjourn to Executive Session for the purpose of personnel matters at 7:35 pm.

A motion was made Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to return to regular session at 8:20 pm.

Chief's Report: see attached (Chief Pohl)

President's Report: see attached (Ben Ferretti)

Treasurer's Report: see attached (Jeffrey Prescott)

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

A motion was made by Commissioner Cullen, seconded by Commissioner Pohl and unanimously passed to approve the payment of Abstract #8, dated August 18, 2014 for item #194 through item #222 with the change to item # 206 to Fire apparatus Unlimited for labor on the 2004 Chief's Car in the amount of \$483.00. The amount to be paid will be \$299 which will exclude pick up and delivery charges. The total amount of the amended Abstract #8 is \$23,930.93.

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.

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

Correspondence

An announcement was received from the Association of Fire Districts of the State of New York regarding the Fall Workshop to be held in Ellenville October 29 through November 1, 2014.

A letter of resignation was received from Joseph Duchane as 1st Assistant Chief.

A letter was received from A.G. Williams requesting information regarding a call at the Pig and Whistle on April 30, 2014. The secretary will request the Statistician to pull the report on this call and it will be forwarded to Mr. Williams.

A letter was received from HRP Associates, Inc. regarding a FOIL request for 26 Van Buren Rd, Glenville, New York 12302. The secretary will request the Statistician to pull reports dating back a year and it will be forwarded to HRP Associates, Inc.

Committee Reports

Purchasing: no report (Commissioner Cullen)

Buildings & Grounds (Commissioner Cullen)

The annual Linstar Equipment Service Agreement has been received.

Equipment: no report (Commissioner Schimikowski)

Finance & Budget: (Commissioner Mitchell)

The Budget committee has met and are compiling the draft of the Budget for 2015.

Medical (Commissioner Pohl)

Firefighter Gallinat needs to contact Dr. Buff for his Hep B vaccination.

Firefighter Schimikowski needs to get his titer.

Legal & Insurance (Commissioner Pohl)

The repair bill in the amount of \$7,002.17 for 236 was forwarded to the district's insurance company. We have received a check in the amount of \$6,002.17, which is minus our deductible. A bill for the UL testing has also been sent to them. To date we have not received a response from them regarding the UL testing bill.

Computer (Commissioner Stuart)

Commissioner Stuart has requested a list of the serial numbers for the iPads which were recently purchased by the district. One iPad will be going out for repair.

Personnel: no report (Commissioner Mitchell)

Payroll report received covering July 22, 2014 through August 18, 2014.

Policies (Commissioner Stuart)

A motion was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to approve the following change to the Medical Requirements Policy as of this date August 18, 2014;

3-1.4 Class D (Light Duties) A Class D firefighter is one whose health status places him/her at increased risk if at a fire scene. Pending upon the extent of the Firefighter's medical conditions, the light duties could involve fire police duties, manning the radio room, assisting in putting equipment back in service after a call, filling Scott packs, etc. The assignments of the Class D firefighter will be at the discretion of the Fire Chief.

The Substance Abuse Policy will be presented to the Board at the September Board meeting for approval.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to approve the amended Chief's Vehicle Policy as of this date August 18, 2014.

A policy needs to be written regarding the procedure for FOIL requests.

Consolidation: no report (Commissioner Pohl)

Apparatus (Commissioner Schimikowski)

A legal notice will be placed in the Daily Gazette advertising for bids to sell a 2004 Ford Expedition Chief's Vehicle. The bids will be opened at the September 15, 2014 Board meeting.

A legal notice will be placed in the Daily Gazette advertising for bids to purchase a new chief's vehicle. The bids will be opened at the September 15, 2014 Board meeting.

Use of Station (Commissioner Stuart)

A request has been received for the use of the classroom by Breastfeeding USA on the 2nd and 4th Tuesday for the month of September.

Accident Review Board: no report (Commissioner Mitchell)

LOSAP: no report (Commissioner Schimikowski)

Legislative (Commissioner Schimikowski)

As of January 1, 2015 there will be new legislation passed to require fire districts to screen for past sex offenders before becoming a firefighter.

Unfinished Business

- 5 – year cost projection – Dave, Sue, Jeffrey, Andrew, Ross and Arnold met to discuss as to what might be needed for the building and apparatus in the next five years.
- Brindley Mountain Dealership – Chief will make contact.
- Substance Abuse Policy – approve at September Board meeting.
- Chief's Vehicle Policy – approved
- Car 237 – going out for bids
- Saratoga portable radio – have received and are scheduled to be programmed
- Key retention system – working on pricing
- Time clock – clock on back order; supplies have been received

It was the decision of the Board of Commissioners not to bill Burnt Hills Fire Department for the hose used by East Glenville Fire Department that was used during the Burnt Hills Bowling Lanes Fire which took place in January, 2014. The hose was tested by a third party vendor with no issues.

New Business

A motion was made by Commissioner Stuart, seconded by Commissioner Cullen and unanimously approved to allow the Breastfeeding USA group the use of the class room on the 2nd and 4th Tuesdays in the month of September.

A motion was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously passed to surplus the 2004 Ford Expedition chief's vehicle.

A motion was made by Commissioner Cullen, seconded by Commissioner Pohl and unanimously passed to surplus six (6) sections of 2 ½ hose.

A motion was made by Commissioner Cullen, seconded by Commissioner Pohl and unanimously passed to accept the resignation of Joseph Duchane as 1st Assistant Chief of the East Glenville Fire Company as of July 29, 2014.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously approved to allow the following personnel to attend the MacBoston day of training to be held on September 20, 2014 at a total cost of \$500 to be taken from Account #A3410.441 Seminars & Membership; Firefighter John Saupp, Firefighter Nick Abel, Firefighter Shawn Primett, Assistant Chief Ross Thornhill and Chief Andrew Pohl.

A motion was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to approve the purchase of eighteen (18) traffic control flags to be purchased from Grainger at a cost of \$200 to be taken from Account A3410.208 Safety Equipment.

A motion was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously passed to approve the purchase of one (1) set of PPE for Firefighter Martinson at a cost of \$1,000 to be taken from Account A3410.203 Protective Clothing.

A motion was made by Commissioner Pohl, seconded by Commissioner Stuart and unanimously passed to approve the purchase of one (1) set of PPE for Firefighter Cullen at a cost not to exceed \$3,000 to be taken from Account A3410.203 Protective Clothing.

A motion was made by Commissioner Cullen, seconded by Commissioner Pohl and unanimously passed to approve the purchase of two(2) pair of Globe Extreme Boots for Firefighter Gallinat and Firefighter Budesheim for total cost of \$700 to be taken from Account A3410.203 Protective Clothing.

A motion was made by Commissioner Stuart, seconded by Commissioner Cullen and unanimously passed to purchase two (2) iPad mobile docking stations for 239 and 237 at a total cost of \$200 to be taken from Account A3410.461 Computer.

A motion was made by Commissioner Stuart, seconded by Commissioner Pohl and unanimously passed to purchase two (2) Mobile Hotspots for four (4) months for a cost of \$90 per month for the rest of the calendar year to be taken from Account A3410.206 Radios/Alarm.

A motion was made by Commissioner Stuart, seconded by Commissioner Cullen and unanimously passed to purchase five (5) fire police badges at a cost not to exceed \$400 to be taken from Account A3410.208 Safety Equipment.

A motion was made by Commissioner Cullen, seconded by Commissioner Stuart and unanimously passed to approve the annual UL ground ladder testing for a cost of \$675 to be taken from Account A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Cullen, seconded by Commissioner Pohl and unanimously passed to approve the annual UL testing of the aerial ladder 236 for a cost of \$995 to be taken from Account A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Cullen, seconded by Commissioner Pohl and unanimously passed to not renew the service contract from Linstar Equipment.

Commissioner Schimikowski has been in contact with the Canadian Pacific Railroad (CP Rail) in regard to crude oil fire training in Pueblo, Colorado. CP Rail has offered to provide this training class on October 12 through 16, 2014 to five EGFD personnel. Five personnel will be attending with all expenses paid by CP Rail. The only expenses that will have to be paid up front are for baggage fees and per diems. Upon completion of the training and returning home, the district will be reimbursed for these costs. The five personnel who will be attending are 1st Assistant Chief Ross Thornhill, Firefighter Jim Jones, Firefighter Clem Schimikowski, Firefighter John Saupp and Alplaus Chief Drew Coppola.

A motion was made by Commissioner Pohl, seconded by Commissioner Cullen and unanimously passed to approve the payment for expenses per diem and baggage fees for four (4) personnel to attend a training session in Pueblo, Colorado to be taken from Account A3410.441 Seminars & Membership which will be reimbursed by Canadian Pacific Railroad.

A motion was made by Commissioner Cullen, seconded by Commissioner Pohl and unanimously passed to adjourn at 10:10 pm.

Respectfully submitted,

Elaine Erckman
District Secretary

