

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
July 20, 2015

Present: Commissioner Gerald Cullen
Commissioner Clem Schimikowski
Commissioner Beth Larson
Commissioner Suzanne Pohl
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
2nd Assistant Chief Rich Carr
Station Keeper Arnold Briscoe
Vice President Robert Moore

The meeting was called to order by the Chairman of the Board Gerald Cullen at 7:00 pm followed by the Pledge of Allegiance to the Flag.

A motion was made by Commissioner Pohl, seconded by Commissioner Schimikowski and unanimously passed to approve the amended minutes of the June 15, 2015 Board meeting.

The Executive Session held on June 15, 2015 will be approved at the August Board meeting.

Chief's Report: see attached (2nd Assistant Chief Rich Carr)

President's Report: see attached (Vice President Robert Moore)

Kevin Andrew has been expelled from the Fire Company per company by-laws. Correspondence has been sent notifying him of this and requesting both District and Company property to be returned.

Megan Antrim has been suspended from the Fire Company per company by-laws. She will be reinstated on August 10, 2015.

Eric Fogg has been reinstated.

Barb Bischoff has been cleared to return pending passing a physical.

Treasurer's Report: see attached (Jeffrey Prescott)

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

A motion for Resolution was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to approve Abstract #7 dated July 20, 2015 for item #211 through item #250 for the amount of \$39,235.49.

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the payment for item #251 to Family & Children's Service of The Capital Region, Inc. in the amount of \$682.75 for EAP program to be taken from Account A3410.211 Retention 7 EAP.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to approve the payment for item #252 to Waterways, Inc. in the amount of \$2,128.95 for hose and ladder testing to be taken from Account A3410.201 Hose/Nozzle.

The bank statements for the month of June, 2015 were reconciled by the deputy treasurer and were presented for the Board's approval.

The bills for the month of June, 2015 were reviewed by Commissioner Cullen and presented for the Board's approval.

Secretary's Report: see attached (Elaine Erckman)

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

Communications

A confirmation was received from NBT Mang Insurance for liability coverage to perform drills at 460 Saratoga Road.

A confirmation was received from NBT Mang Insurance stating they have closed our claim on the truck involved in the backup generator incident.

Two checks for a total amount of \$27,932.40 were received from NBT Mang Insurance for the claim the district submitted for the damage to the backup generator.

233 was involved in an accident with a Glenville Police Department car while responding to a call. EGFD is not going to place a claim with our insurance company as the minor damage has been repaired. The district is waiting for the reports from the Glenville Police Department as to the damage on the patrol car.

Committee Reports

Purchasing – (Commissioner Cullen)

The hose and ladder tests have been completed by Waterways, Inc. on July 10, 2015.

Some quotes have been received to replace the commercial washing machine. More research needs to be done concerning the size of the machine and will be presented at the August Board meeting.

Building and Grounds – (Commissioner Cullen)

A quote has been received from AFSCO Fence Supply Co., Inc. for the purchase of three (3) Bollards to be installed in front of the backup generator for a total cost installed of \$2,100.

A report has been received from Hudson River Tractor Co. for the repair of the John Deere tractor for a total cost of approximately \$551 pending whether or not more repairs are needed.

A survey was completed regarding the LED lighting. The results will be presented to the district.

Equipment – (Commissioner Schimikowski)

The 2014.1 Ford Expedition chief's vehicle will be ready in the near future.

The 2005 Ford Expedition chief's vehicle must be surplussed and a legal notice will be sent to the Daily Gazette to accept bids by the August Board meeting.

A serious bid has been received for 233.

A generator needs to be ordered to replace the generator on 235. It will four weeks for a new generator to arrive and at that time 235 will have to go to Arrowhead for the repair. There are two vendors available for this generator which are Smart Power and Harrison. It was the recommendation of the Chiefs and the Commissioner in charge of equipment to purchase the Harrison generator at a cost of \$13,805 which includes installation.

A panel was damaged on 236 when it was out for repair. The panel needs to be custom cut and is still pending.

The salter is at Arrowhead for repairs.

The skid unit needs to be surplussed and a legal notice will be sent to the Daily Gazette to accept bids by the August Board meeting.

Finance and Budget – (Commissioner Pohl)

The tax growth for the year is 0.37% which is \$5,730.50

Preliminary budget work sheets have been given to the Chiefs and the station keeper for their input for the 2016 Budget which should be given to the treasurer before the August Board meeting.

Medical – (Commissioner Pohl)

The PFT (Pulmonary Function Test) tests have been completed for all firefighters. The written reports need to be sent for filing in the personnel files.

Legal and Insurance – (Commissioner Pohl)

Need to check Target Solutions program for instructions to follow after an accident.

Two college students are interesting in going on calls with EMT's at East Glenville to get more experience. The district's insurance stated they would not cover them. The district's attorney was contacted and he did not encourage this practice. He stated that the only way they would be covered would be to become members of EGFD. 2nd Assistant Chief Carr will contact the membership committee of the company.

Computer – no report (Commissioner Stuart)

Personnel – (Commissioner Schimikowski)

The representative from Verizon will be here on Wednesday, July 22, 2015 to sign up members for the phone plan.

The station keeper's evaluation will be discussed in Executive Session at the end of the meeting.

Commissioner Schimikowski will be looking in to purchasing a time clock.

Policies – no report (Commissioner Stuart)

Apparatus – (Commissioner Schimikowski)

Covered under the Chief's report and Equipment.

Use of Station – no report (Commissioner Stuart)

Accident Review Board – (Commissioner Schimikowski)

The standby generator incident is going to be rolled into the employee evaluation.

The district is waiting for the accident report and estimates to come for the incident involving the Glenville Police car.

LOSAP - (Commissioner Schimikowski)

The life insurance company is amenable for billing us for an untimely death claim so that we don't have to worry about reducing the benefits as a result of canceling the life insurance policies. The company is trying to change the plan so that the individual if they came to an untimely death would get the present value of their vested benefits. This practice will allow the beneficiaries to receive a \$10,000 death benefit.

Unfinished Business

The Crisafulli Bros. Contract is pending.

New Business

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously approved to purchase one (1) UHF radio for 2011 Ford Expedition not to exceed \$430 to be taken from Account A3410.206 Radios/Alarms.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously approved to purchase two (2) HT 1250 portable radio chargers for the 2011 and 2014 not to exceed \$678 to be taken from Account A3410.206 Radios/Alarms.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously approved to purchase one (1) two-way radio for the 2011 Ford Expedition for a cost not to exceed \$430 to be taken from Account A3410.206 Radios/Alarms.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously approved to surplus the 2005 Ford Expedition and go out for sealed bids before the August Board meeting.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously approved to surplus the skid unit and go out for sealed bids before the August Board meeting.

A motion for Resolution was made for the following Budget Amendment;

From: A2680	Insurance Settlement	\$13,805.00	
To: A3410.422	Truck Repair/Maintenance		\$13,805.00

For the repair of 235.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously approved to purchase one (1) Harrison generator for the repair to 235 at a cost of \$13,805 for parts and labor to be taken from account A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously approved to purchase three (3) Bollards from AFSCO Fence to install in front of the backup generator at a cost of \$2,300 to be taken from account A3410.401 Grounds & Buildings.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously approved to purchase two (2) garden hoses for the apparatus room at a cost of \$60 and two (2) flags for the flag pole at a cost of \$125 to be taken from account A3410.401 Building & Grounds.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously approved to move to Executive Session at 10:05 pm.

Respectfully submitted,

Elaine Erckman
District Secretary