EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
October 19, 2015

Present: Commissioner Gerald Cullen
Commissioner Beth Larson
Commissioner Suzanne Pohl
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
Chief Andrew Pohl
2nd Assistant Chief Rich Carr
Firefighter Jack Erckman

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 Larson and unanimously passed to approve the amended minutes of the September 21, 2015 Board meeting.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the minutes of the Executive Session held on September 21, 2015.

Chief's Report: see attached (Andrew Pohl)

President's Report: see attached (Ben Ferretti)

Hollie Abel was voted in as a member of the East Glenville Fire Company at the company meeting held on October 13, 2015.

Treasurer's Report: see attached (Jeffrey Prescott)

The treasurer is holding a check to Safe Air as we are still waiting for the Grade D air analysis and certification.

A motion was made by Commissioner Pohl, 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 Pohl, seconded by Commissioner Larson and unanimously passed to approve amended Abstract #10, dated October 19, 2015 for voucher #324 through voucher #356 in the total amount of $10,445.34. Voucher #329 Siren Replace Labor 2014 car, voucher #330, Troubleshoot seat belt alarm 236 and voucher #332 PM Service 233 were rejected at this time.

Secretary's Report: see attached (Elaine Erckman)

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

Communications

Committee Reports

Purchasing (Com. Cullen)

The district purchased a PPE washing machine from K & D Laundry Equipment model #W745CO NM in August of 2015. The make and model that was delivered and set up was an Electrolux W5180 which is a comparable machine to what we ordered. The model that was ordered was not available.

Buildings and Grounds (Com. Cullen)

Equipment: see attached (Com. Schimikowski)

The truck committee is currently soliciting request for proposals for a new engine-rescue apparatus. A legal notice was placed in the Daily Gazette on Saturday, October 17, 2015 with proposals due by the November 16th Board meeting. Specifications can be picked up at the fire station.

Finance and Budget (Com. Pohl)

The public hearing for the budget of 2016 will be held on Tuesday, October 20, 2015 at the fire station at 7 pm.

Medical (Com. Pohl)

All personnel have completed their pulmonary fit test.

Legal and Insurance (Com. Pohl)

The certificate of liability has been received for the 5K run as part of the Guns N' Hoses event.

The insurance coverage has been canceled for the 2005 Ford Expedition.

Commissioner Pohl contacted the district's attorney William Young regarding a FOIL request that was received from Lexis Nexis for an incident that took place on September 12, 2015 at 6 Edmel Road, Scotia, New York. A check in the amount of $5.00 was received and turned over to the treasurer for deposit. Mr. Young stated that we are to give them what they requested.

Computer (Com. Stuart)

A discussion was held at the September 21, 2015 Board meeting regarding the purchase of an electronic sign for the front of the fire station. After discussing the matter and actually cleaning the existing sign, it was of the opinion of the Board to continue using the sign that is there. It was also discussed that maybe it would be more visible to remove the shrubbery around the sign and possibly plant flowers in the Spring of the year.

Personnel: see attached (Com. Schimikowski)

Commissioner Schimikowski has requested the purchase of a Pyramid TimeTraxEZ electronic time clock.

Policies (Com. Stuart)

The district has to adopt a fund balance policy. The treasurer will compile a policy to be presented to the Board at the November Board meeting.

Apparatus:see attached (Com. Schimikowski)

The district has not received a current Grade D air analysis and certification from Safe Air after many attempts to do so. It is the recommendation of Commissioner Schimikowski that a kit be ordered from Analytical Chemists, Inc. at a cost of $95 to conduct the test. The results are received in 24-48 hours with both electronic and hard copy certification.

The pagers that are now being used need to be replaced. The cost to repair the pagers is becoming too expensive and the parts are no longer available.

Chief Pohl will contact the Glenville Highway Department to inquire if they do large truck inspections and repairs.

Use of Station (Com. Stuart)

A use of station was received but turned down as the person lives outside the district.

Accident Review Board: see attached (Com. Schimikowski)

As per the incident between 233 and the Glenville police unit, the following recommendations were made by the accident review board; additional Target Solutions driver training to be completed within 30 days, additional maneuvering training during training and refreshers for all drivers and recommend driver maintain full privileges unless the Target Solutions module is not completed in 30 days.

LOSAP: see attached (Com. Schimikowski)

Commissioner Schimikowski and Jeffrey Prescott have compiled a final LOSAP agreement with a restatement date of January 1, 2015.

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the restatement of the LOSAP plan effective January 1, 2015.

Unfinished Business

A Deferred Compensation Plan was presented to the Board for their review.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the adoption of the State of New York Deferred Compensation Plan.

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to accept the recommendations of the Accident Review Plan regarding the accident between 233 and the Glenville police and the driver maintain full driving privileges upon successful completion of Target Solutions module as recommended.

New Business

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the purchase of two (2) working light bars for the UTV not to exceed $400 to be taken from account A3410.207 Rescue Equipment.

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the purchase of ten (10) compliant traffic flags not to exceed $15 each to be taken from account A3410.208 Safety Equipment.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the purchase of forty-nine (49) bags of ice melt at a cost of $553.21 excluding shipping to be taken from account A3410.401a Snow plowing.

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the purchase of a Pyramid TimeTraxEZ electronic time clock at a cost of $210 to be taken from account A3410.464 Stationery/Supplies.

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the purchase of a Grade D air analysis and certification kit from Analytical Chemists, Inc. at a cost of $95 to be taken from account A3410.202 SCBA Test/Repair.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the installation of two (2) Knox boxes at a cost not be exceed $250 to be taken from account A3410.206 Radios/Alarm.

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the membership of Hollie Abel as a member of the East Glenville Fire Company pending passing an arson check and physical.

The secretary stated that there are petitions available for a five (5) year seat and a two (2) year seat on the Board of Commissioners which need to be returned to the secretary by November 16, 2015.

A motion for adjournment was made by Commissioner Pohl and Commissioner Larson and unanimously passed at 9:25 pm.

Respectfully submitted,

Elaine Erckman
District Secretary