

EAST GLENVILLE FIRE DISTRICT #3
BOARD OF COMMISSIONERS MEETING
April 18, 2016

Present: Commissioner Clem Schimikowski
Commissioner Beth Larson
Commissioner Suzanne Pohl
Commissioner Gerald Cullen
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 7:20 pm followed by the Pledge of Allegiance to the Flag.

A motion was made by Commissioner Larson, seconded by Commissioner Pohl and unanimously passed to approve the amended minutes of the March 21, 2016 Board meeting.

A motion was made by Commissioner Pohl, seconded by Commissioner Larson and unanimously passed to approve the minutes of the Executive Board meeting held on March 21, 2016.

It was a decision of the Board of Commissioner to post the minutes of the Board meetings after the Board has approved them at a meeting.

Chief's Report: see attached

There were 91 alarms for the month of March 2016 with a total of 259 alarms to date. Chief Pohl stated that we are on pace to answer over 1,000 calls for service for the year 2016. The top five responders were Prevost, Cullen, Martinson, Thornhill and Erckman.

231 was involved in an incident that occurred during the storm on April 7, 2016. The mechanics from Glenville Highway did an evaluation of the apparatus and deemed it safe for service and because 235 was out of service, the decision was made to keep 231 in service. Alplaus Fire Department was willing to send a truck to our station if needed.

Commissioner Larson recently had contact with Pashley School and was informed of the great relationship that has been established between the school and the fire company.

Chief Pohl thanked all those who participated in the Memorial Service for Life Member and former Commissioner Paul Stuart which was held at the fire station. Chief Pohl especially thanked Jeffrey Prescott both as the building representative and the liaison with the family. He did immense research and put together a dignified and important part of the service so that EGFD was represented with the family. It was very impressive and he deserves recognition.

President's report: see attached

A thank you accompanied by a donation in the amount of \$250 was received from the Bartlett family for letting them come to the fire station and see the 1937 Sanford.

The Certificate of Liability and all other documents have been taken care of for the Hooks and Heroes event to be held on Saturday, May 7, 2016.

A Memorial Service was held at the fire station for Life Member and former Commissioner Paul Stuart on Sunday, April 10, 2016. The 1937 Sanford was on display.

Treasurer's Report: see attached

A motion was made by Commissioner Pohl, seconded by Commissioner Schimikowski 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 the payment of Abstract # 4, dated April 18, 2016 for voucher 106 through voucher 134 in the total amount of \$19,469.92,

The bank statements for the month of March 2016 were reconciled by the deputy treasurer and presented for the Board's approval.

The bills for the month of April 2016 were reviewed by Commissioner Cullen and presented for the Board's approval.

Communications

A letter was received from the East Glenville Ladies Auxiliary requesting permission to plant two (2) flowers in front of the fire station in memory of the two auxiliary members who recently passed away. The two members were Betty Haller and Doris Denton.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to allow the East Glenville Ladies Auxiliary to plant flowers in the front of the fire station next to the memorial that is in place to recognize past members. The Board would like to join the auxiliary in thanking their members for their service to the EGFD and the community.

A letter was received from NBT Mang Insurance Agency regarding the Certificate of Insurance for the Hooks and Heroes event scheduled for May 2016.

A letter was received from Richard Mirabito, Chief Executive Officer, from NBT Mang Insurance Agency regarding the district's insurance coverage.

Committee Reports

Purchasing: no report (Com. Cullen)

Building and Grounds (Com. Cullen)

Chief Pohl is investigating possible equipment to purchase to complete the training room. Some things being considered are wall mounted dry erase boards, a flush monitor screen, a projector and other equipment so that this room could be used as an incident command post and a training facility.

Waterway will be completing the hose testing in July 2016. Commissioner Cullen will contact Waterway to confirm the date. Numerous departments will take advantage of the hose testing. EGFD will be billed separately for the host test.

Orkin Pest Control will be at the station on April 25, 2016 to perform their service. Someone will have to be present on that date to give them access to the fire station.

Equipment (Com. Schimikowski)

All equipment issues have been covered in the Chief's Report.

Arrowhead had been contacted regarding an outstanding invoice. As of this date, there has not been any communications from Arrowhead regarding this invoice.

Finance and Budget: no report (Com. Pohl)

Medical (Com. Pohl)

Dr. Buff has submitted a list of the firefighters who have had their physicals along with the certificates of completion. The following members have not had their physical; Bev Martinson, Kevin Kea and Maddy Berkowitz. Chief Pohl has contacted them and advised them that they need to schedule their physical.

Legal and Insurance (Com. Pohl)

The Alplaus incident with 235 has been reported to the insurance company and they have been advised that the district has taken care of all the expenses.

The incident involving 231 will be reported to the insurance company.

All documents for Hooks and Heroes has been taken care of.

Computer (Com. Schimikowski)

The flat screen monitor and the Windows 10 software needed for the new computer has to be ordered.

A bill in the amount of \$134 was received from HP for taxes due on the computer which was ordered and received.

Personnel (Com. Schimikowski)

A notice of resignation was received from Arnold Briscoe stating that he is resigning his position as station keeper as of April 29, 2016. The following message was sent to Arnold from the Board; On behalf of the current Board and the previous Board members that you have worked for, we appreciate your time, effort and dedication to the East Glenville Fire District #3. Additionally, we wish you the best in your new position and your future endeavors. Our hope is that you continue to maintain your active membership in the department and your service to the community. Respectfully, the Board of Fire Commissioners.

The Board met with Arnold and transitioned all of his duties. It was a very good meeting and there was good dialog between the Board and Arnold.

Contact has been made with the officers and firefighters to address any duties that may need to be done around the fire station such as emptying garbage or cleaning areas. A list of duties will be compiled for any future job description for station keeper.

Policies (Com. Larson)

A letter was received from Len Prevost concerning a question he has regarding receiving payments from LOSAP. The Board will be researching his question.

Apparatus (Com. Schimikowski)

The new engine/rescue committee has looked at the Rosenbaur and the Pierce. There are two more dates set up to look up a Spartan engine/rescue at Queensbury Central Fire Department and a Sutphen at Scotia Fire Department. Ferrara will bring their engine/rescue to the fire station. To date the committee has not seen what they're looking for as per the RFP's that we sent out in the Fall of 2015.

The committee is considering using HGACBuy Contracts (Houston/Galveston contract) to purchase the engine/rescue truck. This program is a combination of many entities who focus on higher-ticket products such as fire apparatus which is like submitting and purchasing off a state bid. It eliminates the bidding portion of purchasing. For each transaction the cost is \$2,000 for participating in the program. A percentage of the purchase price can be used toward customizing the truck. It does not cost anything to send in an application.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously approved to send in the application to HGACBuy-The Smart Purchasing Solution in Houston, Texas.

Commissioner Schimikowski is going to attend a conference at the Instructor Fire Service Institute in Indianapolis on his own to look at new equipment being introduced and will report back his findings.

The spot lights, reverse cameras and console components have been installed in the Chief's vehicles. Prices are being sought to purchase full consoles for the Chief's vehicles as the shorter consoles may be the problem with the sirens grounding out.

An estimate has been received from Frank & Sons for \$1,177.43 to repair the damage from the incident involving 231. There has also been a problem with the latch on the door on the officer side of the truck. It has been requested that Frank & Sons look at repairing this problem.

It has been discovered that the 2011 Expedition (car 237) has oil leaks on the left side struts, front and rear. Morris Ford has ordered new struts all around for an approximate cost of \$800.

Car 237 also has a problem on the lift gate with paint that is bubbling.

The district has two 2014 tailgates stored in our garage. Chief Carr will contact Mark at Morris Ford to inquire as to whether these tailgates can be turned in for credit towards future work.

Use of Station: no report (Com. Larson)

Accident Review Board (Com. Schimikowski)

The Accident Review Board which is lead by Commissioner Larson, is presently reviewing the incidents involving 235 and 231. Commissioner Larson is requesting the written statements from those involved.

Commissioner Schimikowski has requested to be excused from the review board as he was the officer on the truck and also is the chairman of the Accident Review Board.

LOSAP: no report (Com. Schimikowski)

Unfinished Business

Treasurer Prescott stated the population for the participating fire districts has fallen below the level which would result in a large increase in the district's Workers Compensation. The district pays the premium and then receives a dividend check at the end. It has been relayed to the treasurer, that if the district leaves the Town of Glenville Public Employees Risk Group, we forfeit receiving the dividend check. The treasurer will be filling out the Workers compensation application to obtain additional quotes.

New Business

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to approve repairs to Engine 231 by Frank & Sons in an amount not to exceed \$1,200 to be taken from account A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to approve to have the struts replaced on Car 237 by Morris Ford in an amount not to exceed \$1,000 to be taken from account A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to approve the repair of the latch on Engine 231 at a cost to be disclosed to be taken from account A3410.422 Truck Repair/Maintenance.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to surplus two (2) 2014 tailgates and two (2) center seats.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to adjourn to Executive Session for the purpose of discussing personnel at 8:50 pm.

Respectfully submitted,

Elaine Erckman
District Secretary