

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

Present: Commissioner Clem Schimikowski
Commissioner Beth Larson
Commissioner Brian De La Fleur
Commissioner Suzanne Pohl
Commissioner Gerald Cullen
District Treasurer Jeffrey Prescott
District Secretary Elaine Erckman
1st Assistant Chief Ross Thornhill

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 and seconded by Commissioner Schimikowski to approve the amended minutes of the Board meeting held on June 20, 2016. Commissioner Pohl, Commissioner Schimikowski, Commissioner De La Fleur and Commissioner Cullen voted yes. Commissioner Larson abstained.

It was the decision of the Board to post the meeting minutes on the board in the apparatus room with the word DRAFT written on them. This will take place after the minutes have been sent to the Board for their review and any changes have been made. Posting will take place within ten days of the Board meeting.

Chief's Report: see attached (1st Assistant Thornhill)

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 the payment of Abstract #7 dated July 18, 2016 for voucher #191 through voucher #210 in the amount of \$10,101.34.

The bank statements for the month of June 2016 were reconciled by the deputy treasurer and presented to the Board for approval.

The bills for the month July 2016 were reconciled by Commissioner Cullen and presented to the Board for approval.

Correspondence

A letter was received from the office of Congressman Paul Tonko announcing a Grant Workshop to be held on Monday, August 1 6:00 to 7:30 pm at Coeymans Fire Company 1 or on Thursday, August 4 3:00 to 4:30 pm at Niskayuna Fire District 1. There is no charge for the workshop.

A packet was received from the Association of Fire Districts of the State of New York announcing the 45th Annual Fall Vendor Expo and Workshop to be held October 13 – 16, 2016 at the Saratoga Springs Hilton City Center. Registration is required for various programs to be given.

Committee Reports

Purchasing – Com. Cullen

Building & Grounds – Com. Cullen

Com. Cullen will be contacting T.L.T. Sealcoating & Striping to set up a date to sealcoat and stripe the parking lot.

There is still a problem with water leaking on the ceiling in the recreation room. Commissioner Cullen will investigate this further.

Adirondack Overhead Door Co. preformed maintenance on the overhead doors. They did find that the seal on nine (9) of the windows in the overhead doors is leaking. The charge to replace the windows is \$96 per window therefore, they will not be replaced at this time.

Waterway performed the hose testing, ladder testing and nozzle testing on Thursday, July 14 and Friday, July 15. West Glenville and Scotia had the testing done on Thursday and Alplaus, CP Rail, Beukendaal and East Glenville had testing done on Friday.

Waterway will also perform pump testing. We need to tell them how many need to be done and they will give us an estimate. The pump testing can be done the same time as the hose testing.

There is a problem with the tile floor coming up in the hallway in front of the bathrooms and going into the room where the washer and dryer are located. Glenville Tile has been contacted as to what the problem is and was informed that it could be the lack of glue. One suggestion was made to replace the tile with an epoxy floor. Commissioner Cullen will put a spec together and send it to Tufco in South Glens Falls and a company in Voorheesville.

Equipment – Com. Schimikowski

- *The repairs requested in the Chief's report have been completed.

- *The batteries that were replaced have been recycled and new ones have been purchased for backup supply.

- *Pump test has been completed.

- *The Motorola portable radios, rapid rate chargers, vehicle chargers and batteries have been ordered.

- *Chief Pohl and Captain Costello are working on Narcan.

Finance and Budget – Com. Pohl

Finance committee needs to meet with the district treasurer to work on the 2017 budget. The treasurer has submitted a summary sheet to the chief and the commissioners for their requests for the 2017 budget. The 2% limit percentage has been published at 0.68% which is a \$5,376 off additional tax levy which is available.

Medical – Com. Pohl

There is one outstanding physical to date which is firefighter Bev Martinson. 1st Assistant Chief Thornhill emailed her and was told she would contact Dr. Buff on Tuesday, July 19th. She was also informed that if she does not complete her physical, she will be taken out of service.

Legal and Insurance – Com. Pohl

A question has arisen in regards to a firefighter responding mutual aid to EGFD while on disability from work. Commissioner Pohl will contact the district attorney William Young and the district's insurance agent in regards to this question.

Computer – Com. Schimikowski

Ross Thornhill reported that the flat screen monitor and the Windows 10 software needed for the new computer will be ordered on state contract.

A bill in the amount of \$134 was received from HP for taxes due on the computer which was ordered and received. The treasurer has received notice that they will no longer charge the district for the taxes due.

Personnel – Com. Schimikowski

Commissioner Cullen has contacted the Daily Gazette in regards to placing an ad in the newspaper for the station administrator and station keeper positions available. It will run on line for a week and Saturday, July 23rd and Sunday, July 24th in the newspaper. Commissioner Schimikowski will contact on line media to run the ad with a job description.

Policies: no report – Com. Larson

Apparatus – Com. Schimikowski

The engine/rescue committee viewed a Rosenbauer rig at the firehouse this past week. The committee will meet to narrow down their choices.

*236 – work has been completed on the platform inline breathing air system. Still working on repairing the pressure gauges.

*232 – air conditioning was worked on at DPW

*237 – Repair work was completed as a result of damage incurred while working at a brush fire.

*230 – Front end work was completed by DPW. Bottom of radiator rusting and needs to be replaced. DPW will replace at a cost not to exceed \$1,000.

*233 – CO meter needs to be purchased at a cost not to exceed \$250.

Use of Station – Com. Larson

A request for the use of the meeting room has been received from Clem Schimikowski for NIMS/ICS training on new software to take place on Wednesday, October 5, 2016 at 0700 to 1700.

Accident Review Board – Com. Schimikowski

An incident took place with 237 resulting in damage while working at a brush fire in the pits behind Hannaford. The review board has not met as of this date. The incident resulted in a mirror being damaged at a cost of less than \$250. The mirror has been replaced by DPW.

Commissioner Larson presented the final papers for the incidents involving firefighter Albert Martin and firefighter Jack Erckman to be filed. Commissioner Larson has stated that she does not have the first page of the email from Albert Martin and will be contacting him to obtain the document.

LOSAP – Com. Schimikowski

Commissioner Schimikowski and John Saupp are looking at Firehouse Software for the LOSAP program.

Unfinished Business

Commissioner Larson stated that the LENS program has been set up in her name.

New Business

1st Assistant Chief Thornhill recommended that the commissioners from Glenville get together to try and coordinate better communications regarding purchasing equipment or other events such as the hose testing which recently took place.

A recommendation was also made to request a grant to explore the possibility of jurisdictional consolidation with Alplaus Fire Department. At this time this has been presented just to see if there is any interest in consolidating.

Commissioner Cullen stated that East Glenville Fire Department needs to launch a campaign to recruit new firefighters.

A motion was made by Commissioner Schimikowski, seconded by Commissioner De La Fleur and unanimously passed to approve the purchase of two (2) 10# ABC fire extinguishers for 238 and 239 not to exceed \$200 to be taken from account A3410.205 Extinguishers/Powder.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to approve the purchase of two (2) fire extinguisher vehicle brackets for extinguishers purchased for chief's vehicles from The FireStore at a cost not to exceed \$50 per unit to be taken from account A3410.205 Extinguishers/Powder.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Pohl and unanimously passed to approve the purchase of one (1) set of collapsible traffic cones from the FireStore – Dicke Manufacturing at a cost not to exceed \$200 to be taken from account A3410.208 Safety Equipment.

A motion was made by Commissioner Schimikowski, seconded by Commissioner De La Fleur and unanimously passed to approve the purchase of a single gas CO meter at a cost not to exceed \$250 to be taken from account A3410.207 Rescue Equipment.

A motion was made by Commissioner Schimikowski, seconded by Commissioner De La Fleur and unanimously passed to approve the replacement of the radiator in 230 by DPW at a cost 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 De La Fleur and unanimously passed to surplus one (1) 100' length of 4" hose which failed the hose test.

A motion was made by Commissioner Schimikowski, seconded by Commissioner Larson and unanimously passed to adjourn at 8:50 pm.

Respectfully submitted,

Elaine Erckman
District Secretary