



Fire Commissioners – Minutes April 10, 2014

Present: Frank Barney, Jim Hollenbeck, Dale Nicholson, Carl Pitts, Ron Streeter, Dustan McKee and Sue Wood

Guest: Gerald Goldsworth, Greg Crump

The meeting was called to order at 7:02 p.m. by Chairman Barney, followed by the Pledge of Allegiance. Dale Nicholson (Jim Hollenbeck) made a motion to accept the agenda with the addition of Community Leasing Partners under new business as proposed by Carl Pitts. All in favor; motion carried.

Jim Hollenbeck (Carl Pitts) made a motion to accept the minutes from March 13, 2014 with the correction of Sue Wood and Dustan McKee being in attendance. All in favor; motion carried.

Treasurer McKee presented the following claims for payment:

[Ron Streeter	\$98.00
[Nicholville Telephone	\$65.38
[Ron Streeter	\$56.26
[MX Fuels	\$833.71
[Champlain Communications	\$19.90
[NAPA	\$172.86
[Wilbers Hardware	\$13.46
[Young, Fenton, etc.	\$171.00
[National Grid	\$280.54
[Bicknells	\$63.85

Dale Nicholson (Jim Hollenbeck) made a motion to approve payment of claims. All in favor; motion carried.

There was not a financial report available. Chairman Barney reminded Mr. McKee that there must be a financial report available at the next meeting as this is the third month one was not available for review.

Privilege of Floor: none

Chief's Report : The Chief's report was given by Greg Crump, in the absence of Chief Parker. There are no known building or mechanical issues to report. All trucks are in working order. Ron Streeter and Joe VanElls, with the assistance of other members, have logged numerous hours for inspecting and repairing the minor issues. E-61 will be headed to Northern Fire for the foam system repair as soon as good weather arrives. Garrett Roberts was voted to move from RAM status to an active member; Traci Eakins was moved to exempt member status; Pat Pearl resigned from department. Annual elections were held and the following were elected: Steve Parker, Chief; Ernie Wood, 1st Assistant; Greg Crump, 2nd Assistant; Joseph Van Ells, 3rd Assistant; Dale Nicholson, Treasurer; Caitlin McGregor, Secretary; Mickey Miller and Erwin Zahler as Directors. Members logged 41 man hours responding to calls; 201 man hours for training and 68 man hours doing general station/work detail. In house classroom training was held on Size Up and Initial Attack; 7 members completed Electric Vehicle Safety for First Responders, 1 member completed Chemical Suicide Awareness and 2 members completed Firefighter I. Four (4) hours of mandatory OSHA refresher was completed on April 5th.

An equipment check was held and the following is needed: helmet decals, safety glasses and gloves. Quotes have been received from All Hands Fire, First Out Rescue, Lake City Fire, Jerome Fire, Rescue Response Gear for the self rescue kits. All Hands Fire quoted to the exact specifications and had the lowest per unit cost. Approval is requested to order at least 12 Harnesses and 13 rope kits (one extra rope for training). A quote was received from First Due Services, Northern Syracuse, for hose testing at a cost of \$0.21/foot for the 2008 edition or \$0.32/foot for the 2013 edition.

Calls for the month included a chimney fire on 2868 State Highway 11B with 17 members, chimney fire mutual aid with Nicholville with 8 members and a motor vehicle accident at 2807 State Highway 11B with 14 members.

Jim Hollenbeck (Carl Pitts) made a motion to approve the chiefs' report. All in favor; motion carried.

Correspondence:

- [Bank of Greene County – regarding options for financing trucks
- [Association of Fire Districts – nominations
- [Cancellation of 1981 Ford from insurance company

New Business

- [Ratification of department officers – Ron Streeter (Jim Hollenbeck) made a motion to accept the slate of elected officers. All in favor; motion carried.
- [Carl Pitts (Dale Nicholson) made a motion to accept Garrett Roberts as a full member of the fire department. All in favor; motion carried.

- [Rope Rescue Kits – Dale Nicholson (Jim Hollenbeck) made a motion to accept the quote from All Hands Fire Equipment for the purchase of 12 sets, plus two (2) additional ropes for training at a cost of \$4,946. All in favor; motion carried.
- [Gloves – Ron Streeter (Dale Nicholson) made a motion to purchase five (5) pair of gloves. All in favor; motion carried.
- [Dale Nicholson (Carl Pitts) made a motion to purchase safety glasses and decals at a price not to exceed \$100. All in favor; motion carried.
- [Dale Nicholson (Ron Streeter) made a motion to have 5500' of hose tested at a cost of \$0.21/foot by First Due Services. All in favor; motion carried.
- [Community Leasing Partners – Carl Pitts spoke with Scott Frary, Nicholville Chief, regarding the leasing of turn-out gear. The cost is at 3% interest and can be purchased through any vendor. Frank Barney stated that his personal opinion is that it would be better to purchase the number of sets planned for in the annual 2014 budget. We will do what we can this year as no one is out of compliance yet. It was noted that the district will need to purchase two (2) sets when the new members go through Firefighter I.

Old Business

- [Ron Streeter gave a review of the commissioner training recently attended by Carl Pitts and himself. The main item is lack of oversight on the treasurer. He also noted that the treasurer can be appointed but this would need to be put on the ballot the year before. There is a maximum of \$250 for petty cash; if the purchases are not approved, the treasurer is responsible for the payment. All checks must be deposited within 10 days. A commissioner can be released from office if there is a sufficient reason. It is recommended that submission of the annual budget to the town be dated and stamped. The district has to have a travel policy and this must state what can be purchased. Food can only be reimbursed while at the actual training. The vouchers should have the names/signatures of those attending.

Ron Streeter suggested that a meeting with the treasurer be held before the district meeting to audit the bills. He also would like a copy of the audit sheets be given to the commissioners listing the claims and the balance of the line item.

Ron Streeter (Carl Pitts) made a motion to purchase the 2014 Law Book at a cost of \$35. All in favor; motion carried.

Discussion was held on the payment to the fire department for the purchase of food during a recent manning of the station. A list of people that were in attendance needs to be submitted to make this legal. In the future, any purchases need to have prior approval unless in emergency situations.

Dustan McKee has requested to purchase a laptop computer. He has found a basic machine, at a cost of \$400, plus Microsoft and virus protection for an additional \$280. This was tabled until next month. He was asked to look around and get more prices.

Carl Pitts (Dale Nicholson) made a motion to adjourn the meeting. All in favor; motion carried. The meeting was adjourned at 7:56 p.m.

Minutes submitted by Sue Wood, Secretary