

**ENDWELL FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING  
MAY 15, 2012**

**Members Present:**

Francis J. Pandich, Jr. Chairman  
Lewis Hoffer  
Donald Battaglini  
George M. Bush

**Others Present:**

Jeffrey Winchell, Chief  
Anthony Fiacco, Treasurer  
Alice Fiacco, Administrative Assistant  
Jillian Stout  
Jerry Stout  
Todd Okoniewski  
Matt Winchell  
Tom Harris  
Gil Martino  
Dominic Emilio, Delta

During the work session Dominic Emilio of Delta Engineering went over the plans for the construction of the sewer line, ramp and other renovations.

Chairman Pandich called the meeting to order at 6:20 pm.

Motion by Member Battaglini, second by Member Bush to accept the minutes of the April 17, 2012, meeting. All aye; motion carried.

Treasurer's Report: Prior to the meeting Member Costello reviewed all the bank statements and Treasurer's Reports. Motion by Member Bush, second by Member Battaglini to accept the Treasurer's Report. All aye; motion carried. The treasurer also provided board members of copies of the final 2011 financial report from Esserman & Pelter. This report now goes to Barrett & Mahonski to be audited.

Hearing of Visitors: Jillian Stout advised that several people had been working to transform the rehab trailer to be used to carry water and rope rescue equipment.

**Unfinished Business:**

1. Plastisol: No report.
2. Building updates/sewer line: We received an update on the project from Delta; we will be going out for bid with bids received in June. Estimated cost is \$250K.

**New Business:**

1. Motion by Member Battaglini, second by Member Bush, to approve the May bills- vouchers numbers 5-001 to 5-063 totalling \$123,772.63 and supplement, 6-001 to 6-005 totaling \$460.78. All aye; motion carried.
2. Motion by Member Bush, second by Member Battaglini to approve the petty cash report and reimburse petty cash \$102.44. All aye; motion carried.
3. Motion by Member Bush, second by Member Battaglini to approve the following purchase requests:

Staples	line 11	labels and mailing envelopes	\$30.53
Hawk Labeling	line 11	label tape	\$105.50

All aye; motion carried.
4. Building report:
  - a) Motion by Member Battaglini, second by Member Bush to purchase ten (10) carbon monoxide detectors for station #1. All aye; motion carried.
  - b) Discussion of \$790 to replace nine sprinkler heads. Believe this is too expensive. Will get additional quotes.
  - c) Motion by Member Battaglini, second by Member Bush for Binghamton Plate Glass to replace

**BOARD OF FIRE COMMISSIONERS MEETING - MAY 15, 2012**

- the chiefs door for \$1100.00 and to replace weatherstripping on southeast door for \$395.00. All aye; motion carried.
- d) Motion by Member Battaglini, second by Member Hoffer to approve the service contract for the ID system camera with Linstar for \$637.50. All aye; motion carried.
5. Motion by Member Battaglini, second by Member Bush to approve the following events in the community room:  
June 10, 2012 Karen Sabo baby shower No charge, \$50 security deposit  
All aye; motion carried.
6. Chief's Report:  
a) Discussion of Wright's express credit cards for fuel for each vehicle. Motion by Member Battaglini, second by Member Bush to apply for these. All aye; motion carried.  
b) Motion by Member Battaglini, second by Member Hoffer to pay for admission and lunch for members who want to attend the Harrisburg Fire Show, May 17-19. All aye; motion carried.  
c) Motion by Member Hoffer, second by Member Bush to host the Pierce Truck Rodeo at fire station #1 on June 8, 2012. All aye; motion carried.  
Motion by Member Battaglini, second by Member Bush to accept the Chief's Report. All aye; motion carried.
7. Motion by Member Hoffer, second by Member Battaglini to approve the Training Division Report. All aye; motion carried.
8. Motion by Member Battaglini, second by Member Bush to accept the Support Services Division Report. All aye; motion carried.
9. Motion by Member Bush, second by Member Battaglini to approve the Maintenance Division Report. All aye; motion carried.
10. Discussion of filing maintenance records. They are all sorted, just need somewhere to put them. Motion by Member Bush, second by Member Battaglini to approve not-to-exceed \$500 for the purchase of a filing cabinet for these. All aye; motion carried.
11. Motion by Member Battaglini, second by Member Bush to approve the following new members: Seren Cody, Timothy Lasher, Chase Martino and Mark Storm. All aye; motion carried.
12. Discussion of auxiliary's policy for new members. Suggest that the company officers, board and auxiliary officers all get together to discuss organization for the auxiliary.
13. We had issued a card to Charlotte Bush for the auxiliary to use to purchase food for fires. Charlotte has found that she cannot have a credit card from an organization issued in her name. The auxiliary will appoint someone else to hold this card. We have a draft of a credit card policy specifically for the auxiliary credit card. Will review this with the auxiliary for their input.
14. The auxiliary is working on a plan for dress uniforms. They will need to raise funds to pay for part of this.
15. Fire company members went over a plan to purchase some new equipment for the work out room. The current treadmill has gotten a lot of use and is in bad shape. Would also like to purchase a new stair climber. Discussion of the importance of the workout room and firefighter fitness. Motion by Member Bush, second by Member Battaglini to purchase these items for not-to-exceed \$9,000.00. All aye; motion carried. Requested that old, broken items be removed from the room right away.
16. Question about bathroom remodeling. Because of uncertainty about Plastisol contract and cost of sewer line and new apron nothing will be done on the bathroom remodeling for now.
17. Discussion of ATV. UVES will be selling theirs soon so we will no longer have it to use. Interested in possibly purchasing this, we will find out what they are planning on selling it for. It really is not what we need for our operations but will give us some options.

**BOARD OF FIRE COMMISSIONERS MEETING - MAY 15, 2012**

18. Chief's new vehicle is in. Question about whether to surplus the jeep. This is used extensively for people to take to training classes. It is more fuel efficient than using the van for just 1 or 2 people. Will keep this for now.
19. Discussion of doing some kind of annual notification to members to remind them of some of our policies. Perhaps we should have an "Employee Handbook" .
20. Mang Insurance will be at next work session to go over insurance renewal.
21. Discussion of proposed legislation that will require budget referendum for fire district's budget and put commissioner election on November ballot. This was prompted by the actions of one fire district that put through a large tax increase this year. Suggested we send a letter to Libous and Lupardo advising that we do not agree with the proposed legislation.
22. Motion by Member Battaglini, second by Member Bush to purchase a case of coffee, not-to-exceed \$65. All aye; motion carried.
23. Motion by Member Bush, second by Member Battaglini to authorize Delta Engineers to advertise and accept bids for the sewer line/apron reconstruction for the fire district. Delta to review bids and make a recommendation for the bid award at the June meeting. All aye; motion carried.

Respectfully Submitted,

Alice J. Fiacco  
Secretary pro tem