

**ENDWELL FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING  
JUNE 27, 2013**

**Members Present:**

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

**Others Present:**

Jeffrey Winchell, Chief  
Joseph Shoemaker, Asst. Chief  
Andy Anderson, Co. Treasurer  
Vicki Meyers, Mang Insurance  
Anthony Fiacco, Treasurer  
Alice Fiacco, Administrative Assistant

During the work session, members reviewed insurance coverage with Vicki Meyers of Mang Insurance. Chairman Pandich called the meeting to order at 6:30 pm.

Motion by Member Bush, second by Member Hoffer to accept the minutes of the May 23, 2013, meeting. All aye; motion carried.

Treasurer's Report: Motion by Member Bush, second by Member Hoffer to accept the Treasurer's Report. All aye; motion carried. Prior to the meeting Member Bush reviewed the bank statements and Treasurer's Reports.

Hearing of Visitors: None

**Unfinished Business:**

1. Construction on the back parking lot will start on July 15 and is expected to be completed in September or October. Motion by Member Bush, second by Member Hoffer to approve invoices for progress payments when they are received and direct the treasurer to pay these upon receipt following approval by Delta and one of the fire commissioners. All aye; motion carried.

**New Business:**

1. Motion by Member Hoffer, second by Member Bush to pay June bills, vouchers # 06-001 to #06-047 totalling \$151,137.37 and supplement 07-001 to 07-012 totalling \$32,953.08. There was a correction. The Grainger bill, voucher # 06-034 for \$199.58 was charged to D01, but this is a cord reel for station #1 so it should be charged to line 004. The Treasurer will change this. All aye; motion carried.
2. Motion by Member Hoffer, second by Member Bush to approve the purchase requests:  
-Carrot-Top Flags, new flags for the fire stations \$185.45 + shipping  
-Amazon.com, new printer for st #1 radio room \$79.99  
All aye; motion carried.
3. Motion by Member Bush, second by Member Hoffer to approve the line transfers submitted. All aye; motion carried.
4. Building report:
  - a) The dumpster will be moved to the east driveway during construction - we will contact Waste Management to move this; there will be a charge.
  - b) The diesel tank will be moved to st #3 during construction. Gary Dyer will be contacted to move this. We will contact the electrician to have a temporary electrical line run to this so we can use it during construction.
5. Community room: Motion by Member Bush, second by Member Hoffer to approve the following events in the community room:  
7/9/13 - Town of Union for town meeting  
All aye; motion carried.
6. Chief's Report:
  - a) Chief reported that he has just received the prints for the quint.
  - b) Discussion of red trailer which has been surplus by board. Crofts' Trailers gave us an estimate of \$4,000 for the trailer. The Chief's Association is looking for one to carry materials and tools for fire training classes. We will check with our attorney to see if this can be donated

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to the Chief's Association.

- c) Chief would like to see hourly requirements increased. We have gear issued to many members who do not show up to calls. Would like to see a requirement to attend more calls. Company by-laws require 25 hours of which 15 hours must be training. Some members use mostly training hours to satisfy this requirement. Discussion followed. Suggested that the Chief meet with some of these members and see if there is a reason why they are not coming to calls.
7. Motion by Member Hoffer, second by Member Bush to accept the Training Division Report. All aye; motion carried.
8. Motion by Member Hoffer, second by Member Bush to accept the Support Services Report. All aye; motion carried.
9. Motion by Member Bush, second by Member Hoffer to accept the Maintenance Division Report. All aye; motion carried.
10. Motion by Member Bush, second by Member Hoffer to accept Megan Slater as a new member of the fire company. All aye; motion carried.
11. Motion by Member Hoffer, second by Member Bush to permit the fire company to use the fire station on July 10, 2013, for the annual ice cream social. All aye; motion carried.
12. Motion by Member Bush, second by Member Hoffer to set standard work day for the following:  
-Administrative Assistant, stand work day is 6.4 hours = 32 hours per week  
- Janitor, standard work day is 4.0 hours = 20 hours per week  
The Board also authorizes flex time so that employees may work alternate work schedules, as long as they work the total required number of hours.  
All aye; motion carried.
13. Motion by Member Bush, second by Member Hoffer to approve the maintenance contract with EBE for the copier. All aye; motion carried.
14. Three people have expressed interest in the open commissioners position and submitted resumes. The board will discuss this in executive session.
15. Broome County Firefighters' Association requested to store their trailer at station #3. However, we have limited space with the diesel tank being moved up there so requested that they try to find another location to store this during construction.
16. Discussion of bullying among members. Feel this may be a concern. We will try to find some training material on this.
17. Members reviewed insurance and made the following changes:  
-Change property deductible from \$250 to \$500, savings of \$869  
- Increase the portable equipment deductible from \$250 to \$500, savings \$1,358  
-Remove the Hovercraft from property policy and include in portable equipment policy, savings \$485  
Motion by Member Hoffer, second by Member Bush to renew auto/liability insurance with above changes for July 1, 2013 to July 1, 2014. All aye; motion carried.
18. Members requested a quote to increase the theft bond for the treasurer from current \$500,000 to \$1 million, \$1.5 million, and \$2 million, as district's budget is currently almost \$900,000.
19. Motion by Member Bush, second by Member Hoffer to renew the accident and health policy for July 1, 2013 to July 1, 2014. All aye; motion carried.
20. Members asked Mang to provide a quote on group life insurance for the members. We will provide information with names and dates of birth for all our members.

Motion by Member Bush, second by Member Hoffer to go into Executive session at 7:40 pm to discuss personnel matters including appointment of new commissioner. All aye; motion carried.

Out of executive session at 8:20 pm.

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**Motion by Member Bush, second by Member Hoffer to appoint Ronald Materese to the open fire commissioner position. All aye; motion carried.**

**Respectfully Submitted,**

**George M. Bush  
Secretary**

**GMB/af**