

ENDWELL FIRE DISTRICT
 BOARD OF FIRE COMMISSIONERS MEETING
 June 19, 2014

Members Present:

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

Others Present:

Joseph Shoemaker, Asst. Chief
 Robert Brady
 Brent Soden
 Nate Leonard
 Corey Weyant
 Robert Congdon
 Bill Van Gorder, Mang/NBT Insurance
 Dayton King, Mang/NBT Insurance
 Anthony Fiacco, Treasurer
 Alice Fiacco, Administrative Assistant

Chairman Pandich called the meeting to order at 6:30 pm.

During the work session Mang Insurance reviewed our insurance renewal with board members.

Motion by Member Battaglini, second by Member Bush to accept the minutes of the May 15, 2014, meeting. All aye; motion carried.

Treasurer's Report: The Treasurer advised that to give the Board members more information on the finances of the district, he included a profit and loss statement and balance sheet with his monthly reports. Motion by Member Battaglini, second by Member Bush to accept the Treasurer's Report. All aye; motion carried.

Hearing of Visitors: None.

Unfinished Business:

1. Roof for fuel island: Chief estimates this will cost \$1,600.00. He is taking the Hovercraft to Ohio to deliver to buyer today. Will discuss this with him when he returns.
2. Projects: The project list has been updated.
3. Life insurance/LOSAP: On hold
4. Storage area for uniforms. Chief Winchell offered two options - downstairs north side of building, also 2nd floor northeast corner option. Will go over this with him.
5. Replacement values for insurance: Increase values for:

<u>Vehicle (Last # VIN)</u>	<u>New replacement value</u>	<u>2013 replacement Value</u>	<u>premium increase</u>
Sutphen Aerial	\$1,000,000	\$850,000	\$341
Sutphen pumper (#3040)	\$600,000	\$400,000	\$454
Sutphen pumper (#3070)	\$600,000	\$400,000	\$454
Sutphen pumper (#3482)	\$600,000	\$400,000	\$454

Motion by Member Bush, second by Member Battaglini to increase coverages effective immediately for the above vehicles. All aye; motion carried. Increases for remaining two weeks of this year will be pro-rated.

Requested that Car Mate Trailer, red, be removed as this was given to Broome County. As soon as we receive payment for the Hovercraft we will request this be removed.

6. Discussion of Air Conditioning: Delta advised they cannot locate a signed contract for this. This was approved by the board in December, 2013. We will re-sign a copy of the agreement for their files. Member Bush felt the air conditioning was needed. Discussion followed. The board had decided to wait on this, as there are more pressing things to be done and the board had decided in the planning sessions that this was not a priority. We will wait and see where we stand after other projects are complete.

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7. Specifications for replacement of station #2 roof had been written up. Our attorney has recommended that we have an engineer draw up the plans, solicit bids and oversee the project, rather than trying to do this ourselves. This will add cost to the project. We will do an RFP to local engineering firms to get some prices for engineering services for the project.
8. Comments from our Audit Corrective Action Plan from State Comptroller's office. Motion by Member Bush, second by Member Battaglini to receive and file. All aye; motion carried.
9. Computers: As soon as the members' computers are up and running, we will restrict use of the Endwell Fire Network to only officers, employees and others who have need of them for fire district business. We had heard a discussion that the fire company was looking at adding a router at st 2 & 3 to set up a wireless network at those two stations. Board had considered this, but because of cost involved and security issues, this cannot be done.
10. Upstairs bathroom remodeling: Need to decide what we want to do and get some contractors in here to give estimates. Member Pandich and Materese will work on this.

NEW BUSINESS:

1. Motion by Member Bush, second by Member Battaglini to approve the bills and supplement for payment:
 - Vouchers #6-001 to 6-074 totaling \$172,913.32.
 - Vouchers #7-001 to 7-008 totaling \$1,398.56.All aye; motion carried.
2. Motion by Member Bush, second by Member Battaglini to approve the petty cash report and reimburse petty cash \$117.53. All aye; motion carried.
3. Motion by Member Bush, second by Member Battaglini to approve the line transfers submitted. All aye; motion carried.
4. Building report:
 - We will have bushes in front of station #1 trimmed. There is frost damage, if necessary, may need to have them cut down. Also will have Lawngistix put mulch down.
 - Motion by Member Battaglini, second by Member Bush to remove the electric eyes on the doors and use just the pneumatic gaskets as a safety feature. All aye; motion carried.
5. Motion by Member Bush, second by Member Battaglini to approve the following events in the community room:

•06/24/14	Broome County Bd of Elections- federal primary election	
•07/05/14	John Shaefer - graduation party	\$200 + \$50 security deposit
•07/27/14	Megan Slater - family party	\$50 security deposit
•09/09/14	Broome County Bd of Elections- primary election	
•11/04/14	Broome County Bd of Elections - general election	

All aye; motion carried.
6. Discussion of request by S.C.O.P.E. (Shooters' committee on political education) to use the community room. Motion by Member Bush, second by Member Battaglini to approve. All aye; motion carried. Must have insurance as this is a requirement for all groups and dates as can be arranged. They had advised they would follow up with us on this, but to date they have not.
7. Chief's Report:
 - a) Motion by Member Battaglini, second by Member Hoffer to approve participation in Owego Strawberry Festival Parade on 6/21/14 and Conklin Fair Parade on 7/19/14. All aye; motion carried.
 - b) Motion by Member Bush, second by Member Battaglini to approve Chief driving to Ohio to deliver Hovercraft for sale. We will pay for gas and meals for trip. All aye; motion carried.
 - c) Diesel pump enclosure and uniform closet: Chief submitted estimates. Will discuss with him when he returns.

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- Motion by Member Battaglini, second by Member Bush to accept the Chief's Report. All aye; motion carried.
- 8 Motion by Member Battaglini, second by Member Hoffer to accept the Training Division Report. All aye; motion carried.
- 9 Motion by Member Battaglini, second by Member Hoffer to accept the Support Services Division Report. All aye; motion carried.
- 10 Motion by Member Battaglini, second by Member Bush to accept the Maintenance Division Report. All aye; motion carried.
- 11 Motion by Member Bush, second by Member Battaglini to accept Matthew Cargill as a member of the fire company. All aye; motion carried.
- 12 Motion by Member Hoffer, second by Member Bush to permit the Company to use vehicles and manpower for the chicken bbq at Highland Park on July 4, 2014, and station #1, equipment and vehicles for the ice cream social and "fill the boot" fundraiser on July 9, 2014. All aye; motion carried.
- 13 Discussion of allowing Liberty Mutual to have a booth at the ice cream social and donate \$10 to the fire company for everyone who signs up to meet with them. Discussion followed. Felt this was not a good precedent to start.
- 14 Motion by Member Bush, second by Member Hoffer to accept the Minutes of the Auxiliary meeting. All aye; motion carried.
- 15 2013 audit: Should be ready for board to review by next meeting. Auditors have recommended that we update some of our policies including purchasing. Also should have a whistle blower policy and formalize capital assets policy.
- 16 VFBL/Worker's Compensation insurance renewal. Motion by Member Battaglini, second by Member Bush to renew at a total cost of \$75,466.00. This amount was lower than anticipated, \$7,534 less than we budgeted. Have not had claims for the past year. All aye; motion carried.
- 17 Motion by Member Battaglini, second by Member Bush to declare the old desks and furniture at st 2 & 3 as surplus. Some were donated by members or purchased by the fire company. If there is no interest we will sell as scrap or discard. All aye; motion carried.
- 18 Discussion of problems with gas receipts being turned in. Chairman Pandich suggested that we put a sign in the vehicles reminding members that gas slips need to be turned in when gas is charged to credit card.
- 19 As a result of illness and scheduling conflict it was necessary to change the people on the election board for the June 3, special election:
Motion by Member Bush, second by Member Battaglini to approve:
-Charlotte Bush - election chairperson
-Deborah Ryzdik - head teller
- Allison Costello - teller.
All aye; motion carried.
- 20 Motion by Member Bush, second by Member Battaglini to approve the contract with EBE Office Source for \$890.00 for repair, maintenance and supplies for the copier. All aye; motion carried.
- 21 Motion by Member Battaglini, second by Member Hoffer to approve a resolution calling for support of a casino in our fire district. Discussion followed. Four aye, one abstain (Bush); motion carried.
- 22 Discussion of doing a joint company/department/district newsletter. The fire company used to do one but it was dropped. Many members have said they would like to see one sent out, if not monthly, than at least a few times a year. We will put a request for feedback on this. Would also like to see a monthly calendar done.

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23 District received several bids for sale of air compressors:

<u>Bidder name</u>	<u>Compressor St #1</u>	<u>compressor st #2</u>	<u>compressor St #3</u>
K. Leniek	no bid	\$30.97	\$31.69
R. Brady	no bid	\$59.93	\$63.93
T. Mathis	\$25.00	\$60.00	\$75.00
R. Congdon	no bid	\$125.00	no bid
M. Standish	\$60.00	no bid	no bid
G. Martino	no bid	\$31.13	\$79.13

Motion by Member Bush, second by Member Battaglini to award bids, as follows:

St#1 compressor- Mary Standish - \$60.00

St#2 compressor - Rob Congdon - \$125.00

St #3 compressor - Gil Martino - \$79.13

All compressors sold "as is" no warranties expressed or implied. Must be paid for and removed within seven (7) days. All aye; motion carried.

Motion by Member Bush, second by Member Hoffer to go into Executive Session at 8:05 pm to discuss a personnel issues. All aye; motion carried.

Out of executive session at 8:45 pm with no action taken.

Motion by Member Hoffer, second by Member Battaglini to adjourn at 8:45 pm. All aye; motion carried.

Respectfully Submitted,

George M. Bush
Secretary

GMB/af