

Selkirk Fire District

Board of Fire Commissioners
Selkirk, NY 12158

February 16, 2015

Meeting Minutes

[As Approved on:03/16/15]

The meeting was opened at Selkirk Fire District Administrative Office at 7:10 PM by Chairman Charles Wickham, Jr.

IN ATTENDANCE

(X) Robert G. BURNS	(X) Charles WICKHAM
(X) Barak STROCK	(X) William ASPRION, Chief
(X) Douglas VAN APELDOORN	(X) Douglas OPHARDT, District Treasurer
(X) George TEN EYCK	(X) Stephanie SELLERS, District Secretary

OTHERS: Steve Hummel

Minutes of the previous meeting of January 19, 2015 were read and approved.

MOTION to approve by D. Van Apeldoorn; 2nd: G. Ten Eyck. (All in Favor)

Treasurer's Report: (*Treasurer Ophardt*) read and approved:

- General Fund: Balance \$109,862.97; E&A Fund Balance: \$365,908.66; B&G Fund Balance \$204,958.30
- The NYS Department of Financial Services requires participation in the direct deposit program for distribution of the foreign fire tax funds that are payable by July 1 of each year. The routing information has been coordinated between the bank and PIPS and will be completed for future deposits of tax funds.
- The District's tax revenue check has been received however, the TOB made an error in their PILOT computation – the TOB will be correcting the error and sending SFD a check in the amount of \$1,907.89 to make up for the missing funds.
- Treasurer has contacted Integrys Energy to discontinue the energy program within contract terms. Direct Energy will be contacted shortly.

MOTION to approve Treasurers Report by Bob Burns; 2nd: B. Strock (All in Favor)

Claims presented and approved for payment:

Abstract dated: February 16, 2015 numbers 2015-019 to 2015-058 inclusive

MOTION to approve by G. Ten Eyck; 2nd: B. Strock (All in Favor)

Secretary's Report

Annual NYS PESH reports have been filed with NYS and emailed to Companies for positing in stations as required by State Law.

Public Comment:

- None

SFD Board of Directors Report:

- Membership:
 - o Glenn Lasher – Active to Veteran Status
- MOTION** by B.Strock; 2nd: G. Ten Eyck to approve membership change. (All in Favor)

Old Business:

Phones/Security/Fire: Commissioner Burns and the District Secretary will research options for consolidating and updating a security/fire/phone system for District.

VFIS: VFIS representative was on site on January 6th to review driver safety information. The VFIS website contains a wealth of information regarding Driver Safety policies and procedures which the District is encouraged to review and enforce. Stations #1 & #3 are required to install beer tap locks; all servers of alcohol are required to be current on the TIPS training.

Custodian Agreements 2015: Station #2 Contract signed and received; Stations #1 & #3 contracts outstanding

Purchase Requisition Form: The new Purchase Requisition Form and procedures in purchasing were discussed and will be immediately implemented.

Boiler Station #3: The boiler at #3 has been repaired by Persico. All invoices will be submitted to insurance for proper coverage.

Water Filtration System #3: Aqua Science replaced the filter and confirmed the system was functioning properly. Commissioner Burns will assign members to maintain the system accordingly. Commissioner Wickham will be in charge of annual bacterial water sample tests. Aqua Science will continue to service the system annually.

Station #2: Overhead door and snow blower have both been repaired.

Installation Dinner: March 28th, 2015 at Normanside Country Club. Sign-up sheets are posted in each firehouse. Revised Installation Dinner policy was reviewed.

MOTION by B. Strock; 2nd: G. Ten Eyck to approve revisions to Installation Dinner Policy. (All in Favor)

Air Truck: The truck committee recently met with representatives from both Garrison and Hackney to discuss their offerings. Further research and quotes forthcoming.

Facilities Use Requests:

Station #3: Sunday, March 29th, 2015 – 5:00 a.m. to 1:30 p.m. – Boy Scouts Troop #81 – Palm Sunday Breakfast

Station #2: Thursday, March 12, 2015 – 7:00 p.m. – Red Nights meeting

MOTION by B. Strock; 2nd: G. Ten Eyck to approve Facilities use as stated above. (All in Favor)

Chiefs Report:

Gear Inspection Policy & Checklist: Draft policy and checklist were presented and approved.

MOTION by G. Ten Eyck; 2nd: D. Van Apeldoorn to approve policy as presented. (All in Favor)

Corning Tower Stair Climb: Permission for members to attend the February 28th Annual Corning Tower Firefighter Team Climb for Cystic Fibrosis with the use of M416.

MOTION by B. Strock; 2nd: D. Van Apeldoorn to approve attendance and use of M416. (All in Favor)

Purchases:

- Fire Hoods – Qty. 20 \$35/ea.
- Portable Motorola Batteries – Qty. 10 \$56/ea.
- Batteries for Scott Packs - \$236
- Bailout Rope – Qty. 6 \$60
- Holmatro Combi tool adapter – approx. \$260
- Glenmont Carwash coupons for chief vehicles – 3 month unlimited wash – \$93
- Cribbing for E48 and T40 - \$2,500
- T40 – Sutphen – a letter of “sole provider” will be provided for services to T40

MOTION by G. Ten Eyck; 2nd: B. Strock to approve purchases as requested by Chief. (All in Favor)

New Business:

2015 District Goals: Commissioner Wickham will email the BOFC members with dates for a meeting to discuss goals for 2015.

Critical Incident Stress Debriefing: Draft policy was reviewed and approved.

MOTION by G. Ten Eyck; 2nd: B. Burns to approve the CISD Policy as presented. (All in Favor)

District Training Requirements – Officers: Revision of policy to change wording on Lieutenant Requirement regarding being “an active member.....for a minimum of two years prior to nomination.” The policy change will allow a member to have been a firefighter in good standing for a minimum of two years with SFD or other fire department if transferring in from another fire department.

MOTION by B. Strock; 2nd: G. Ten Eyck to approve the above revision to policy as stated. (All in Favor)

Motion: made by B. Burns; 2nd: D. Van Apeldoorn (All in Favor) to adjourn the regular business meeting of the Selkirk Fire District. The meeting was properly adjourned at 10:13 p.m. The next meeting of the Selkirk Board of Fire Commissioners is scheduled for Monday, March 16, 2015 at 7:00 p.m. at the Administration Building.

Respectfully Submitted,

Stephanie E. Sellers
District Secretary