

Selkirk Fire District

Board of Fire Commissioners, Selkirk, NY 12158

February 19th, 2018

Meeting Minutes

[As Approved on March 19, 2018]

The Board of Fire Commissioners meeting was opened at Selkirk Fire District Administrative Office at 7:02pm by Commissioner Chairman Wickham.

IN ATTENDANCE

(X) Robert G. BURNS

(X) Douglas VAN APELDOORN

(X) George TEN EYCK

(X) Charles WICKHAM

(X) Douglas OPHARDT, District Treasurer

(X) Stephanie KRAUSE, District Secretary

(X) Joseph MICHANIW, Chief

OTHERS: Chief Hummel, FF Steven Hummel, Jr., Lt. Benassi, Lt. Lake

MOTION to approve minutes from the February 19, 2018 meeting by D. Van Apeldoorn; 2nd by G. Ten Eyck (All in Favor)

TREASURER'S REPORT:

General Fund Balance: \$70,436.49 E&A Fund Balance: \$734,715.87 B&G Fund Balance \$1,022.45

Prepaid Claims approved January 15th meeting: \$13,880.23

Total Claims Approved/Paid: \$54,996.01

Payroll: \$3,322.75

Abstract dated: Jan 2018 numbers 2018-019 to 2018-066 Inclusive

1) District Auditor Richard Dinolfo has agreed to conduct the 2017 audit. I've asked him to submit a new three or four year contract with the district

2) District received its Tax Revenue check totaling \$1,493,209 \$1,491,026 Tax levy \$2,183 is the PILOT Van Allen Senior Housing

3) The 2017 AUD is complete and has been submitted to the OSC. Once the Treasurer knows the total for the outstanding 2017 bills to be paid in 2018, he will complete the AUD document. Outstanding 2017 Claims in 2018 = \$52,938.16

2017 claims paid in 2018 to date = \$35,993.16 The outstanding 2017 claims encumbered in 2018 = \$16,945

4) Bank statements from Bank of Greene County: B&G and E&A funds statement have not shown up. General Fund is missing half of the ten page statement

MOTION: to approve the Treasurer's Report and all claims presented by Treasurer Ophardt by B. Burns; 2nd by D. Van Apeldoorn (All in Favor)

SECRETARY'S REPORT:

1) 2 Fire House Use Request form were submitted for approval:

a) Boy Scouts Troop 81 for 3/25/18 - Palm Sunday Breakfast

2) Received two Law Care Proposals from Kross Home Improvement and Bloom'n Green Lawn Care. They have been forwarded to Commissioner Burns.

3) Received 2 Background Inquire Forms back from the Albany Co. Sheriff's Dept (Stangle/Aux #3 and Kerr/FF Applicant for #2)

4) Received Custodial Contract from Dale Richter/Station #2

5) The new AED program is up and running. Emergency Medical Support (EMS) delivered our 3 new Zoll AED machines and inspected all existing AED machines. Replacement pads for those that expired were received and the

tracking system is up and running on the Secretary office computer. She will be notified when monthly inspections are due as well as electrode pad expirations.

MOTION: to approve the above Fire House Use Request for 3/25/18 by D. Van Apeldoorn; 2nd by B. Burns (All in Favor)

BOARD OF DIRECTORS:

BOD President Bill Collins was not able to attend meeting, but sent a report from the previous week's BOD meeting:

1. We formally "accepted" the resignations of Kevin Ritz, Roger Proper, and Alex Katko.
2. We selected the Department's Firefighter of the Year and I so notified the Blanchard Post. The event is at the Post at 7PM on March 5. In the past, we have kept the identity of the person selected to the members of the BOD. I'm not sure that makes any sense as Jimmy Bercharlie didn't show up last year and he was the awardee. Doug V knows who our 2017 FFOTY and I think it would be fine to share it with the BOFC. I have suggested that our BOD members encourage attendance by our members at this wonderful town-wide first responder recognition.
3. We at Station 2 have had some ongoing conversation/issue with Galls. They sent us a bill relating to allegedly unpaid Rosens invoices going back to 2016. They now say they don't have electronic or hardcopies of the invoices, they don't know what was ordered/provided (so, what entity should pay), and they aren't even sure whether these invoices may already have been paid. We aren't paying Galls in relation to these Rosens invoices unless/until Galls provides us with more info.
4. LT Wagoner has obtained BOD raffle tickets for the Memorial Day parade "ride-along" and they are being sold.
5. A Selkirk FD team (Dan Saxe, Dale Richter, Alex Griffin, and me) will be climbing the Corning Tower as a relay team to raise money for cystic fibrosis research. We are two-time defending first responder relay champions (with an asterisk because we were the only such team in 2017). If other teams are afraid to compete against us, that's not our fault!!!
6. We have been reviewing a particular membership application rather carefully and were pleased to get – as expected – excellent legal advice from Terry Hannigan to assist in our deliberations.
- 7.

MOTION: to approve taking M416 and 4 packs on 2/24/18 for the Corning Tower Climb by G. Ten Eyck; 2nd by D. Van Apeldoorn (All in Favor)

OLD BUSINESS:

- 1) FAC: Pierce Communications is finishing up the hand-outs, fact sheets and newsletter
- 2) Clearing the Route 9W land: the Building Committee obtained some pricing. Stanton Farms turned it down. The Zachens family looked at the property and will do it for \$100/hr. The Committee reached out to one other and have not had a response to date. Chief Michaniw inquired about doing future drills on the Route 9W property. Commissioner Wickham said that would be okay.

MOTION: to approve the clearing of the Route 9W property by D. Van Apeldoorn; 2nd by G. Ten Eyck. (All in Favor)

NEW BUSINESS:

- 1) The 2018 Law and Management Conference information is being sent to BOD President Bill Collins.
- 2) The BOFC received 2 Letters of Interest for the open Commissioner seat previously held by Barak Strock who resigned last month. Past Chief William Asprion and Firefighter Jacob Snide were the two interested in the position for the term 2/2018-12/31/18. Firefighter Snide rescinded his Letter of Interest prior to the BOFC meeting.

MOTION: to appoint William Asprion to fill the Commissioner position on the Board of Fire Commissioners from 2/19/18 to 12/31/2018 by G. Ten Eyck; 2nd by D. Van Apeldoorn. (All in Favor)

- 3) The District is still in need of Custodial Agreements for Station #1 and Station #3. Custodian David Borger resigned from his custodial position at Station #1. The BOFC received 3 notes of interest for the position: Brian Pugsley, Jacob Snide and James Bercharlie. All were interviewed.

MOTION: to approve James Bercharlie as the new Custodian for Station #1 by D. Van Apeldoorn; 2nd by B. Burns (All in Favor)

COMMISSIONER REPORTS:

1) Chairman Wickham:

2) Commissioner Burns:

- a) The District received 2 proposals for the 2018 Lawn Care Contract: Bloom'n Green Lawn Care and Kross Home Improvements. Bloom'n Green Lawn Care did not have a Certificate of Insurance as required.
- b) The pull station @ Station #2 was fixed
- c) TYCO was contacted regarding a new contract
- d) Hilltown Locksmith fixed the plate at Station #1, looked at the lower engine room door @ station #2 and built/installed a cover for the Administration Building door handle and keypad
- e) Kot Electric fixed the lights in the workout room at Station #1 as well as the back of the engine bay at Station #3
- f) The gutter at Station #2 has been replaced by Professional Roofing. It is still in need of brackets to hang correctly
- g) DeBrino will finish fixing the doors on the back of Station #2 when he has 3 days of good weather

MOTION: to award the 2018 Lawn Care Contract to Kross Home Improvements by B. Burns; 2nd by G. Ten Eyck (All in Favor)

3) Commissioner Van Apeldoorn

- a) Folks have until 2/23 to sign up for the Installation Dinner
- b) Mutual Aide coverage will be made for the night of the Installation Dinner

4) Commissioner Ten Eyck

- a- The new county radio system is up and running at the Town Hall. Selkirk FD trucks should be done within the next month.
- b- The Grant Application is complete but can take up to 7 months to hear back
- c- Some supplies are still needed from Pittsfield Communications. Treasurer Ophardt completed the Purchase Requests.
- d- The new unication minitors are working well

CHIEF'S REPORT:

1) We've had 43 calls to date

2) Chief Michaniw discussed members that were not in good standing as of 12/31/2017. He will send a letter to each firefighter stating where they stand as well as what the requirements are. They will be given 6 months to meet the minimum standards.

3) Regarding lesson plans, Chief Michaniw meets with the officers every 1st Tuesday every other month. He'll review. Captain Messenger is working on District Drill forms

4) T-40's door hasn't been shutting - the latch is fine - no need to call Sutphen

5) Regarding Mutual Aide within the Town of Bethlehem, Chief Michaniw met with other chiefs and reviewed each other's Run Cards. They are all in agreement and will continue to meet 1x per month to review. Commissioner Wickham suggested reviewing the town Radio Policy to review the mutual aide info within

6) Gear Inspections with Elliott Enterprise start on 5/1/18. There is some expired gear; a list will be submitted soon. Discussion was had as to what to do with expired gear as we already have several sets being stored in a trailer at Station #3. Commissioner Wickham will research options

7) Chief Michaniw feels the district can highly benefit from having 3 more Thermal Imaging Cameras. He has received a quote from NY Fire and Equipment estimating the camera being \$7000 each. Commissioner Wickham suggested checking state contracts as well.

8) Chief vehicle rotation was discussed. They should be rotated every 6 years. The 2016 Tahoe is in need of rear lights and the dome light does not turn off. Chief Michaniw will obtain a quote from Upstate Plow. The 2012 Tahoe may soon need to be rotated out. Chief Michaniw will speak to our contact at DeNooyer Chevrolet

9) The firehouse toolboxes are in need of tools. Chief Michaniw will be going to Lowes to purchase necessary tools to stock all three toolboxes.

10) We are in need of 3 40" smart televisions to support the I AM RESPONDING program. We will then need mini hard-drives. Chief Michaniw has a price quote and will submit a Purchase Request.

11) Chief Michaniw and Chief Neri are arranging for this year's CPR/AED training as well as offering First Aide. Details from EMS forthcoming

12) Station #2 voted to allow the Slingerlands FD borrow tables and chairs from 2/25/18 – 2/26/18. The Gator trailer will be used to transport.

13) The Saws All is in need of a new battery. Chief Michaniw will order from Grainer.

14) Selkirk FD will be offering mutual aid for the Slingerlands FD Ice Rescue course 2/24-2/25 from 8a-4p

15) Chief Michaniw inquired about the district's financial obligation for Defensive Driving. Per the BOFC, the district will pay for the members, Auxiliary pays for Auxiliary members and non-members pay for themselves.

MOTION: to approve a Defensive Driving course by G. Ten Eyck; 2nd by B. Burns (All in Favor)

16) The 3 new AED units are being housed in the station meeting rooms. The units from the meeting rooms will now be assigned to E-47, T-40 and E-48.

17) A purchase request has been submitted for one pair of boots for Firefighter Borger from Fire End & Croker. Another purchase request is being submitted for a hydrant bag and securing the fan on E-48 from Ayer Sales

MOTION: to approve the 2 above listed purchases by B. Burns; 2nd by D. Van Apeldoorn (All in Favor)

18) Regarding the district Run Card, Chief Michaniw wants to move trucks that are too idle. T-40 will not be running on the NYS Thruway 1st as it does not carry enough water not does it have as many tools as other apparatus. Foam trailers will be going to all CSX rail yard and S. Albany airport calls

MOTION: to approve the changes to the district Run Card as suggested by Chief Michaniw by D. Van Apeldoorn; 2nd by B. Burns (All in Favor)

MOTION: to properly adjourn the regularly scheduled Board of Fire Commissioners monthly meeting at 9:23pm by B. Burns; 2nd by D. Van Apeldoorn (All n Favor). The next meeting of the Selkirk Board of Fire Commissioners is scheduled for Monday, March 19th, 2018 @ 7 :00 p.m. at the Administration Building, 126 Maple Avenue, Selkirk, New York.

Respectfully Submitted,

Stephanie Krause
District Secretary