

MEETING MINUTES
SELKIRK FIRE DISTRICT
Board of Fire Commissioners
Selkirk, NY 12158

Meeting of July 16, 2018 in the Administrative Office
The meeting was opened at 7:00 pm by Chairman Charles Wickham Jr.

IN ATTENDANCE

(X) William ASPRION, Commissioner	(X) Charles WICKHAM Jr., Chairman
(X) Robert G. BURNS, Commissioner	(X) Joseph MICHANIW, Chief
(X) Douglas VAN APELDOORN, Commissioner	(X) Stephanie L. KRAUSE, District Secretary
() George TEN EYCK, Commissioner	(X) Douglas OPHARDT, District Treasurer

OTHERS: 2nd Asst. Chief Steve Hummel

Minutes from the previous meeting of June 18, 2018 were read

MOTION: To approve the minutes from the June 18, 2018 meeting by Bob Burns, 2nd by D. Van Apeldoorn; All in Favor.

Public Comment: None

Treasurer's Report:

Fund Balances: As of July 1, 2018: General Fund: \$1,017,009.13 E&A Fund: \$806,201.82 B&G Fund: 1,022.65

As of July 16, 2018: Claims approved for payment \$39,436.66
Prepaid Claims \$16,596.28
Payroll July 2nd \$866.50
Payroll July 16th \$1511.45
Claims 2018-246 through 2018 - 276

- 1) A date for the NYS Insurance Fund audit has yet to be decided. The census for the fire district is needed, but the Town of Bethlehem does not have census numbers, but will instead send the number of building permits.
- 2) District Auditor Richard Dinolfo will be visiting at the end of the month
- 3) The Foreign Fire tax check was received from the NYS Insurance Department totaling \$36, 313.81. With the approval of the Board of Fire Commissioners, a check will be cut and distributed to the Board of Directors.
- 4) The NYS Tax Cap information was received by the district. This year's tax cap is 2%.
- 5) A check from VFIS for the accident that occurred with T40 at an Elsmere Fire District call last year was received, but it was outdated. A request has been made for an new check
- 6) Treasurer Ophardt is requesting an additional monitor for his office in the Administrative building. Commissioner Van Apeldoorn offered to research options for both the Treasurer and Secretary offices.
MOTION: to spend up to \$1500 for two monitors by D. Van Apeldoorn, 2nd by B. Asprion; All in Favor.
MOTION: to approve the Treasurer's report and all claims presented by B. Burns; 2nd by D. Van Apeldoorn. All in Favor.

Secretary's Report:

- 1) Secretary Krause made all hotel and event registrations for the 2019 NYS AFC Convention in Syracuse, NY
- 2) The monthly Fire Reports have been lacking information and completeness. Secretary Krause asked for support with speaking to the Captains to ensure completeness when approving them each month.
- 3) Secretary Krause created a list of all trailers belonging to the Selkirk Fire District. This list included their VIN numbers as well as their station location. Chief Michaniw will be using this to ensure all trailers are numbered appropriately.

Board of Directors:

- 1) President Bill Collins reported out on the following membership updates:
 - a) Resignation letters were received from firefighters Andrew Hynes and Jacob Willey. They can be removed from the Active Member list.
 - b) It was validated that Steven Hummel Jr. and Christopher Corbett completed their probation and all appropriate paperwork has been received. They can be moved to the Active Member list.
 - c) A New Member application was received for Noah Houghtaling. It was reviewed and approved by the Board of Fire Commissioners. Secretary Krause will notify Captain Shawn Wagner of Station #2.
 - d) Secretary Krause requested that all membership changes approved by the Board of Directors be given to her each month. Chief Michaniw will follow up with the Captains and Lieutenants to encourage communication is seamless as well.

Old Business:

- 1) Building Project
 - a) Public Outreach will continue when we receive the building cost estimates and final floor plans
 - b) Commissioner Burns and Commissioner Wickham will have a table set up at all three nights of the department's Firemans Fair to display maps and literature on the Building Project, Fire Safety and Membership.

New Business:

- 1) Oath of Office
 - a) **MOTION:** to appoint Douglas Ophardt as District Treasurer and Stephanie Krause as District Secretary for 2018 by B. Asprion, 2nd by B. Burns; All in Favor.
Both must go to the Town Clerk's office in the Town of Bethlehem to sign the Oath of Office book.
- 2) Regarding the new hydrant at Weisheit and Clapper Road, the Town of Bethlehem is requesting the Selkirk Fire District pay half the cost. Further discussion is needed.

Commissioners:

- 1) Commissioner Burns
 - a) All gear washers throughout the district have been set to 90 degrees. Water levels are all good.
 - b) The Pine Room door at station #2 will be replaced after the fair
 - c) The downstairs toilet at station #2 will be fixed by Carmen Frangella.
 - d) The spinner pump at station #3 is seizing up and may need replacing. Its estimated cost is \$200-\$300.
 - e) Commissioner Burns and Commissioner Wickham are meeting with NE Petroleum on July 17th
 - f) It is being suggested that a camera be put down at Henry Hudson park in the area of the district fire boat. Chief Hummel noted that the Town of Bethlehem is looking into installing cameras within the park and suggested we speak with them.
- 2) Commissioner Van Apeldoorn
 - a) The liquor license needed for the Fireman's Fair is different this year. A Certificate of Insurance is needed from DeCresente Distribution for the beer trailer as well as the landlord of the property. Commissioner Van Apeldoorn forwarded the Certificate of Insurance to Secretary Krause for our records.
- 3) Commissioner Asprion
 - a) Regarding the grant for Scott packs, Commissioner Asprion shared that there has been 1 round of discussion with Elsmere FD who is going in on the grant with us. He is gathering additional information with Scott Pack dealer MES regarding new packs and maintenance options. He will then be meeting with DeVall as well. He is obtaining 2 quotes for the grant.
 - b) Per Dave Veltman E45 is overweight by 300lbs without water. We can run it dry for now? Chief Michaniw will research what he feels is best at this time and report back.
- 4) Commissioner Ten Eyck – not present

- 5) Commissioner Wickham
 - a) Materials were obtained from DeVal at the NYSAFC convention discussing the rise of cancer in firefighters and how to lessen their risk with regard to contamination. Commissioner Wickham brought back materials on gear inspections, using wipes, decontamination, signage saying NO GEAR beyond a certain point and all sorts of reading material to share with all fire personnel

Chief Michaniw

- 1) 178 fire calls YTD
- 2) Regarding 2018 firefighter physicals, Chief Michaniw is waiting on a call back from EMS to set up a meeting to discuss which physical guideline the Selkirk Fire District is going to follow this year; NFPA or non NFPA.
- 3) Garrison did the hydraulics on R46 today.
- 4) Apparatus Use Requests:
 - a) T40 to the Altamont Fair
 - b) T40 to National Night Out on August 7th at The Town of Bethlehem Town Park
 - c) Firefighter Hummel Jr. and Firefighter Corbett are enrolled in Firefighter II in August/September – would like to take the pick-up to class on Monday nights
- 5) The 2018 Chevy Tahoe (403) has all lights installed and should be ready soon.
- 6) The Selkirk Fire District picnic is on August 25th @2pm at the large pavilion at Elm Avenue park. The Board of Directors is allowing Chief Michaniw to spend up to \$1000. Mutual Aide coverage will be arranged. Firefighters are allowed to bring their children and 1 guest.
- 7) Regarding points, Chief Michaniw is working with Secretary Krause on letters that will be sent out to firefighters that are at risk of not making the required number of drills and fire calls for the year.
- 8) I AM RESPONDING
 - a) How is the system working at all three stations? The monitor at Station #1 is having issues – Chief Michaniw believes that the internet is causing a disconnect with the map is trying to load during a fire call. He is requesting Solutions by Design come and try to diagnose.
 - b) The monitor at Station #3 only shows a scenery scene. We are not sure if they are having any problems or if they are even using the program.
- 9) Chief Michaniw wants to know what speakers are being used with the new radios. He will reach out to Commissioner Ten Eyck.
- 10) Purchases:
 - a) 5 sets of elevator keys (or order 1 set to verify they work, then order the other 4)
 - b) 6 nozzles for forestry hose
 - c) Work with Dorsey Sign, Co. of Delmar to have the Gator, the enclosed trailer donated by Air Products as well as the new landscape trailer lettered with Selkirk Fire District info

MOTION: to purchase 1 set of elevator keys and 6 nozzles for the forestry hose by D. Van Apeldoorn; 2nd by B. Burns. All in Favor

MOTION: to allow Chief Michaniw to work with Dorsey Sign, Co. to have the above listed apparatus lettered for no more than \$1000 by D. Van Apeldoorn; 2nd by B. Burns. All in Favor.

MOTION: to approve the use of T40 for the Altamont Fair by D. Van Apeldoorn; 2nd by B. Asprion. All in favor.

MOTION: to approve the use of M-426 on Monday nights in August and September for FF Hummel Jr. and FF Corbett to travel to Firefighter II class by D. Van Apeldoorn; 2nd by B. Burns. All in Favor.

MOTION: to allow Chief Michaniw to call Solutions by Design to review the I AM RESPONDING monitor at Station #1 by D. Van Apeldoorn; 2nd by B. Burns. All in Favor.

MOTION: to leave the Board of Fire Commissioners meeting and enter Executive Session at 10:04 by D. Van Apeldoorn; 2nd by B. Asprion. All in favor.

MOTION: to leave Executive Session at 10:56 and return to the Board of Fire Commissioners meeting 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 10:57pm by B. Burns; 2nd by B. Asprion (All n Favor). The next meeting of the Selkirk Board of Fire Commissioners is scheduled for Monday, August 20, 2018 @ 7:00 p.m. at the Administration Building, 126 Maple Avenue, Selkirk, New York.

Respectfully Submitted,

Stephanie L Krause

District Secretary
Selkirk Fire District