

Selkirk Fire District

Board of Fire Commissioners, Selkirk, NY 12158

August 20th, 2018
Meeting Minutes

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

IN ATTENDANCE

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

OTHERS: Chief Hummel, Captain Pugsley, Board of Directors President Collins and Quartermaster Jaime Camps

MOTION to approve minutes from July 16th meeting by B. Burns; 2nd by G. Ten Eyck (All in Favor)

TREASURER'S REPORT:

- 1) A reminder of the 8/27/18 budget meeting was shared.
- 2) The OSC sent a corrected AVD after making only one change. It was suggested that we, the Selkirk Fire District, capture and document the dollar amounts of our capital assets. We will need vendor name, PO number, dollar amount, and serial and/or model number. Commissioner Ten Eyck will assist in setting up this system. From there Treasurer Ophardt will give the Secretary a monthly report in which she will use to enter documentation into our Red Alert system. The Treasurer will also talk with Richard Dinolfo about depreciation.
- 3) Financial status documented on attached reports.

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

SECRETARY'S REPORT:

- 1) No Firehouse Use Requests
- 2) Fire Report forms were discussed and it was suggested by the membership that the Captain's signature should specify it is only reviewing the report, not held accountable for the specific details. Secretary will modify form.

BOARD OF DIRECTORS:

- 1) A. completed member application was submitted for Robert Weddell who was a Veteran member of the Selkirk FD. It was approved by the Board of Fire Commissioners.
- 2) A resignation for firefighter Jordan Betor was accepted by the Board of Directors and submitted to the Board of Fire Commissioners. The resignation was approved.
- 3) Junior Firefighter Dan Sleurs completed his probation and the proper paperwork is complete documenting this.
- 4) BOD President Bill Collins shared that although Firefighter Barak Strock's Leave of Absence was complete as of July 12th, 2018, he cannot reach him to proceed with his membership. As this point there is no change in his status.
- 5) President Collins also shared that the BOD is in the process of strategizing for department retention.

OLD BUSINESS:

- 1) Facility Project Update
 - a) Jon Pierce of Pierce Marketing continues to assist the Building Project team with materials for mailings, presentations, as well as a possible recruitment brochure for membership.

NEW BUSINESS:

- 1) The Bethlehem Chamber of Commerce invited the Selkirk Fire District to participate in their yearly Golf Tournament fundraiser. Although kind, the Board of Fire Commissioners noted that we are not able to use district funds for that purpose. Secretary Krause extended our thanks to the Chamber.
- 2) The Selkirk Fire District is suggesting there be additional hydrants along the new water main on River Road/Route 144. Further discussion will be had.

COMMISSIONER REPORTS:

1) Commissioner Burns:

- a) The decrease in the number of active firefighters is concerning. We need to target recruitment. Jon Pierce will assist in designing a recruitment brochure in our next scheduled meeting.
- b) Communication and relations between Chiefs and the Commissioners need improvement. A meeting with the Chiefs, Commissioners and a representative from the Board of Directors is scheduled for September 20, 2018 at 6pm in the Administration Building
- c) Commissioner Burns inquired as to whether or not the grass was going to be fixed by Callanan Industries due to their need to drive over it while paving Glenmont Road
- d) The Pine Room door is installed at Station #2.
- e) The Skid tank will soon be installed at Station #1. It will be in the same spot the initial tank was.
- f) The siren at Station #3 was working yet not working again. A call will be placed to River Valley Radio
- g) The kitchen exhaust fans at each station need cleaning. They were last done in 2014. Dates will be set up for Adirondack Exhaust to clean them.

2) Commissioner Van Apeldoorn:

- a) Commissioner Van Apeldoorn has two bills from Kot Electric. One needs to go to Station #2 for installing power in the reach in freezer. The second bill is for the service of the rooftop exhaust fan that was done prior to the fair and will be given to the district.

MOTION: to pay the Kot Electric bill totaling \$150 to repair the exhaust fan on the roof of Station #2 by D. Van Apeldoorn; 2nd by B. Burns (All in Favor)

3) Commissioner Ten Eyck

- a) Commissioner Ten Eyck reported that he has not heard anything on the status of the Radio Grant.
- b) A discussion was had whether or not to surplus the old low-band radios. Chief Hummel believes there are six of them.
- c) Commissioner Ten Eyck suggested we re-program the VHF radios to be same as everyone else in the county. He will research the cost and report back next month.

MOTION: to surplus the low-band radios and sell them by B. Burns; 2nd by D. Van Apeldoorn (All in Favor)

4) Commissioner Wickham:

- a) We need to focus on long term planning

CHIEF'S REPORT:

- 1) The Selkirk Fire Department received a letter of thanks from the Bethlehem Police Department for their part in helping with an event at the Bethlehem Town Park.
- 2) E48's air problem is being worked on by Dave Veltman. E43 has a punctured drain pipe and water is running down the mud flap.
- 3) The hose and ladder testing is complete. The E41 ladder has a scratch, but passed inspection. A few back-up pieces of hose failed, but have been replaced using spare hose.
- 4) E45 has weight issues.
- 5) The Purchase Request for 3 TICS has been completed and they should be in soon.
- 6) Regarding the new radio program, Chief Michaniw strongly suggests we put headsets on each piece of apparatus for the pump operators.
- 7) Five to six sets of head hear is needed on the tankers but shouldn't cost much more than \$700 a piece. Commissioner Ten Eyck will research prices and a possible demo with Motorola (State Contract) and will follow up with Chief Michaniw
- 8) Firefighters have told Chief Michaniw that they are having trouble hearing communication from the radio speakers on the trucks. Speaker location and volume will be checked.

- 9) Firefighter II course: FF Corbett and JFF Hummel Jr. will be attending 8 Monday classes beginning on 8/20. Engines with drivers are needed to attend on 9/10, 10/1 and 10/8.
- 10) JFF Sleurs and FF Katko will be taking Firefighter I – the 1st 1/2 of the class begins on 9/11
- 11) The Department picnic is on August 25th. Chief Michaniw will be using a utility trailer to transport food etc.
- 12) Dorsey Sign is lettering the Gator, the enclosed trailer donated by Air Products as well as the newest landscape trailer.
- 13) Chief Michaniw is working on the SCBA replacement and maintenance contract. He has obtained pricing from MES and DIVAL.

MOTION: to allow Chief Michaniw to sign a SCBA Replacement and Maintenance contract with DIVAL by B. Burns; 2nd by D. Van Apeldoorn (All in Favor)

- 14) The one set of elevator keys came in. The chiefs will test them out within the community and share feedback.
- 15) Chief Michaniw is in the process of reviewing our Mutual Aide contracts with our neighboring departments. Some updates may be made.
- 16) Chief Michaniw shared that there has been conversation with the Board of Directors about assigning a Lieutenant to each new member as they become active with our department. In addition, the Chief's name and number will also be given to the member.
- 17) 401 will need new tires before winter. The new tires put on 403 may need to be upgraded as well.
- 18) The I Am Responding contract is up at the end of October. Chief Michaniw requested that we renew

MOTION: to renew the IAR Contract that will cost \$800 by G. Ten Eyck; 2nd by D. Van Apeldoorn (All in Favor)

- 19) The boat is leaking around the new antennae. Chief Michaniw will investigate further and report back.
- 20) McCarthy Tire had to switch around the front tire on T40 due to it having a cut in the wall of the tire
- 21) Chief Michaniw has had several discussions with neighboring fire departments regarding facial hair and driver qualifications. He stated that we are the only department restricting drivers with beards. He'd like to discuss changing this. Commissioner Wickham stated that he will make sure the Town of Bethlehem Task Force discusses this at their meeting on 9/13 and report back.

Purchases/Repairs

- 1) Chief Michaniw requested we purchase a new grappling hook from Fire Hooks Unlimited

MOTION: to approve the purchase a new grappling hook by G. Ten Eyck; 2nd by B. Burns (All in Favor)

- 2) E45's winch has been re-built 3 times by Dave Veltman and is only good for 8,000lbs. It needs to be fabricated to 12,000 lbs. It will then be able to fit any receiver switch on our apparatus. Other wiring may be necessary on the pick-up as well.

MOTION: to have the winch on E45 fabricated to allow for 12,000 lbs 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 9:50pm by D. Van Apeldoorn; 2nd by B. Burns (All in Favor). The next meeting of the Selkirk Board of Fire Commissioners is scheduled for Monday, September 17th, 2018 @ 7:00 p.m. at the Administration Building, 126 Maple Avenue, Selkirk, New York.

Respectfully Submitted,

Stephanie Krause
District Secretary