



Selkirk Fire District

Board of Fire Commissioners

Selkirk, NY 12158



February 18th, 2019

Meeting Minutes

The Board of Fire Commissioners meeting was opened at Selkirk Fire District Administrative Office at 7:07pm by Commissioner Chairman Wickham.

IN ATTENDANCE

(X) Robert G. BURNS	(X) Charles WICKHAM
(X) George Ten Eyck	(X) Walter "E" Ward
() Mitchell E. Lake	(X) Douglas OPHARDT, District Treasurer
(X) Stephanie KRAUSE, District Secretary	(X) Joseph MICHANIW, Chief

OTHERS: Board of Directors President, Bill Collins

MOTION to approve minutes from the January 21, 2019 meeting by G. Ten Eyck; 2nd by Bob Burns (All in Favor)

TREASURER'S REPORT:

General Fund Balance: \$27,574.19
E&A Fund Balance: \$955,033.61
B&G Fund Balance \$426,245.59
Claims approved and paid at February 18th meeting; \$24,444.07
Prepaid Claims approved January 15th meeting: \$11,710.38
Payroll: \$1,832.41 2nd payroll in January; Payroll: \$1,832.21 1st payroll in February
Abstract dated: February 2019: numbers 2019-020 through 2019-056 Inclusive

- 1) The State Comptroller's Office has finished a review of the district's current and prior tax cap information, and judged the district to be in compliance with state law.
- 2) The district has received an \$8,782 refund on Worker's Compensation. Based on an audit by the NYS Insurance department, the district was over assessed for worker's comp in 2018
- 3) The 2018 Annual Update Document (AUD) is complete and the K fund (Real Property Ledger) has been updated. The report is ready for submission to the Office of the State Comptroller.

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

MOTION: to move ALL reserve funds from Bank of Greene County to a Cooperative Liquid Assets Security System (NYCLASS) if the Bank of Greene County cannot match the rate without penalty or minimum balance by G. Ten Eyck; 2nd by B Burns (ALL IN FAVOR)

MOTION: that when we go with a Cooperative Liquid Assets Security System, we approve and agree to the terms and conditions of the Cooperative Liquid Assets Security System (NYCLASS) by G. Ten Eyck; 2nd by E. Ward (ALL IN FAVOR)

SECRETARY'S REPORT:

- 1) Information was shared from 2 different vendors for the purchase of the copier in the Admin building. It is recommended we go with RICOH. They offer service technicians that are specifically trained on the machine and their pricing was affordable for a monthly lease rate. Because we have not leased from RICOH before, we must complete a credit application of which was sent to the Treasurer for completion.
- 2) Renewals came in for our three IAFC (International Association of Fire Chiefs) subscriptions. It is suggested we instead go with only one membership for the Chief. All agreed

BOARD OF DIRECTORS:

- 1) BOD President Bill Collins shared that FF Wegryzn and himself will be taking the upcoming Pump Ops course
- 2) President Collins announced who was chosen as Firefighter of the Year; Shaun Wagner. The ceremony is on Monday, March 4th at the Legion Hall in Delmar. He is allowed to be in uniform.
- 3) Two new firefighter applications have been submitted and background check documentation was given to Secretary Krause (Eric Kerr and Craig Languish)
- 4) FF David Borger requested to go Veteran and was approved by the Board of Directors, dated 1/31/2019
- 5) Station #2 made a \$500 donation to the Josh Woodward fund. Josh is local firefighter that is in the hospital with sepsis and fighting for his life. The department would like to gather all SFD firefighters in gear and take a picture with holding up one hand ('five') representing he beat the 5% chance of survival. All agreed this was a great idea.
- 6) FASNY's Recruit New York starts on 4/27/19. The Board of Directors asked all three departments to come up with an idea for it.
- 7) Bill Collins is back from medical leave as of 2/20/19. Shaun Wagner is officially on "Medical Leave" as of 1/6/19 per the Board of Directors.

MOTION: to leave the Board of Fire Commissioners meeting and to into Executive Session at 7:55 by B. Burns; 2nd by E Ward (ALL IN FAVOR)

MOTION: to exit Executive Session and return to the Board of Fire Commissioners meeting at 8:08 by E. Ward; 2nd by B. Burns (ALL IN FAVOR)

OLD BUSINESS:

- 1) Facility Advisory Committee: A questionnaire has been sent out to the membership and is due back this Friday, 3/22/19.
- 2) Computers: Carbonite needs to be installed on the Treasurer's computer. D. Ophardt will contact Doug Berg from Solutions by Design to arrange a time to complete this. Chief Michaniw will be giving his laptop to Chief Hummel and the Commissioners agreed to order a new one for him; perhaps from Microsoft as suggested by Solutions by Design. Chief Michaniw would like a smaller laptop, possibly a 9". Commissioner Ten Eyck suggests we get something that is Microsoft based, a surface which is good for being mobile, and with a solid-state hard drive.
- 3) Commissioner Burns is getting a price quote for a new railing for upstairs in Station #2 to replace the one that broke when Captain Wagner fell.
- 4) Chairman Wickham noted that the Leadership Breakfast went very well. A lot of positive discussion was had.

NEW BUSINESS:

1) The district received a letter from Albany County stating we owe \$13,000 for the Van Allen Senior Living PILOT program. It is believed there may have been an error with regard to the tax levy. Per Counsel Terry Hannigan, PILOT programs should not affect our taxes. We will research.

COMMISSIONER REPORTS:

1) **Chairman Wickham:**

- a) It was suggested that we move the meeting time for the Board of Fire Commissioners meetings from 7pm to 6pm. We will try this for March and make the decision whether or not to change all future meetings.
- b) All completed policies and procedures will be forwarded to the Secretary for format review soon.
- c) Work is still being done for the crash gates leading to the NYS Thruway
- d) Solar possibilities are not looking good for the Route 9W land. Alternatives need to be discussed.

2) **Commissioner Burns:**

- a) BMW Fabrications will be building a new railing form Station #2 and also repairing the deep fryer.
- b) KOT Electric fixed the signboard at Station #1.
- c) Carmen Frangella repaired the leaky faucet in the men's room at Station #3.
- d) Spectrum Security came to investigate the low temp alarm in the garage at Station #1. They repaired the contacts to see if that was the problem.

e) River Valley Radio claims they fixed the siren at Station #1, although it is still not working. Chief Michaniw turned it off and will check on it again.

3) **Commissioner Lake** Not present, military leave

3) **Commissioner Ward**

a) Plans for the Installation Dinner are going well. Secretary Krause is gathering the Service Award pins. He is in need of additional information for other awards. This will be shared with Secretary Krause

4) **Commissioner Ten Eyck**

a) Per BethlehemPlanning.org, the VanAllen Senior Living PILOT was approved in 2001 for building 2002-2004

CHIEF'S REPORT:

- 1) The Junior FF form needs to be revised
- 2) Regarding the E48 accident, Geist Brothers will be giving is a repair estimate
- 3) Apparatus Replacement: We need to form a committee for R-46. It is estimated it will cost is \$600k to replace. A request to members and commissioners will be sent to join
- 4) Monthly Apparatus Checks: Chief Michaniw is seeking ways to lessen the burden on the firefighters yet get more to attend drills. He will update us on how he thinks it'll work best
- 5) Maintaining our equipment is not being done as is should be by the members. Chief Michaniw is working on a plan to address this
- 6) Chief Michaniw and the Commissioners are working on updating all of our Mutual Aid agreements
- 7) Purchases:
 - a) Truck speakers/mics (6); \$200 per truck installed= \$1200
 - b) Fire Wipes from Pioneer Products = \$322.88
 - c) Portable Nomad Scene Lights (6) from Dival Safety Equipment \$668 each= \$4008
 - d) ABC Extinguishers (5) 10lb, (6) 20lb. = \$4,562
- 8) Chief Michaniw would like to send (6) firefighters to Nashville, TN for the Fire Expo that is October 8th through October 12th. He will get more information on cost for next month's meeting

MOTION: to approve all purchases listed above by G. Ten Eyck; 2nd by E. Ward (ALL IN FAVOR)

MOTION: to surplus (35) HT 1250 portable radios and (6) Low Band VHF radios by B. Burns; 2nd by E. Ward (ALL IN FAVOR)

MOTION: to properly adjourn the regularly scheduled Board of Fire Commissioners monthly meeting at 10:36pm by B. Burns; 2nd by E. Ward (ALL IN FAVOR). The next meeting of the Selkirk Board of Fire Commissioners is scheduled for Monday, March 11th @ 6:00 p.m. at the Administration Building, 126 Maple Avenue, Selkirk, New York.

Respectfully Submitted,

Stephanie Krause
District Secretary