

Selkirk Fire District

Board of Fire Commissioners
Selkirk, NY 12158

May 18, 2015

Meeting Minutes

[As Approved on: 06/15/15]

The meeting was opened at Selkirk Fire District Administrative Office at 7:01 PM by Chairman Wickham.

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: Greg Turner, Burt Anthony Insurance; Steve Hummel; Joe Michaniw; Andrew Hynes; Barry Morehouse

Guest Speaker Greg Turner, Burt Anthony Insurance – presented the yearly district insurance policy.

Minutes of the previous meeting of April 20, 2015 were read and approved.

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

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

- General Fund Balance: \$735,504.86; E&A Fund Balance: \$436,101.91; B&G Fund Balance \$205,058.18
- PENFLEX service awards program audit has been completed; the District audit is in the scheduling process with Richard DiNolfo. District Audit must be submitted to the OSC by June 30th.
- The District Tax ID# cancellation issue with the NYS Taxation department has been resolved.

MOTION to approve Treasurer's Report by B. Burns; 2nd: G. Ten Eyck (All in Favor)

Claims presented and approved for payment:

Abstract dated: May 18, 2015 numbers 2015-168 to 2015-208 inclusive

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

Secretary's Report

- Telephones in the administrative building are back in working order - Time Warner replaced a faulty router to correct the problem.
- Permissive Referendum for the transfer of funds from the E&A fund to the General fund for the purchase of a new air truck has been published. Spotlight News publish date – 5/13/15; RNH publish date – 5/14/15.

MOTION to approve Secretary's report by B. Burns; 2nd: G. Ten Eyck (All in Favor)

Public Comment:

- None

SFD Board of Directors Report: (As presented by A. Hynes)

Membership:

New Active Members:

- Barber, William

MOTION by D. Van Apeldoorn; 2nd: B. Strock to approve new member (All in Favor)

Chiefs Convention: Additional rooms not reserved for district officers or assigned by the Chief must be purchased by the BOD.

Station #2 Exterior Sign:

MOTION by B. Strock; 2nd: G. Ten Eyck to surplus the old broken sign and transfer ownership of the old sign to Company #2. (All in Favor)

Old Business:

Fuel Pump Issues: Station #2 fuel pump has been cleaned and serviced. A small fuel delivery will be scheduled and the fuel tested for contaminants/water.

Chiefs Report:

YTD Calls: 117

Purchases:

- Smoke Machine for Training - \$1,500
 - Hoses – E41 – 100’ 1 ¾ 2 lengths and nozzle - \$1,300 (to replace hose that fell off truck)
 - Hoses – Attack Lines – 10’ x 5 and 25’ x 3 \$1,263.60
 - Qty 8 Foam Jets, Qty 5 Nozzles, Qty 5 5gal. foam - \$7,000
 - 2015 Tahoe rear safety lighting unit - \$850
- MOTION** by B. Strock; 2nd: D. Van Apeldoorn to approve purchases as requested by Chief. (All in Favor)

T40 Repairs: Damages sustained at the Industrial Park Fire on March 5th have been fully repaired.

Boat Docks: Installed and in use.

Karavan Boat Trailer: The new Karavan boat trailer has been purchased and is now in service.

Gear Inspections: Elliott Enterprises has completed the District gear inspections for 2015. Final reports from Elliott will be received within the week. All gear at this time has been inspected.

Hose Testing: Quotes for annual hose testing are being received and reviewed.

“Need For Speed” Event: August 15, 2015 – Castleton Boat Club – SFD to attend 10 a.m. – 4 p.m. with R-4 rescue boat. R4 and members will be on hand in the event of an accident on the river – in conjunction with police boat.

New Business:

BOD Meeting: A BOD/BOFC meeting will be scheduled within the next month on a Monday or Wednesday evening. Commissioner Van Apeldoorn will coordinate the meeting date with members of both boards.

2015 Goals: **MOTION** by B. Strock; 2nd: G. Ten Eyck to assign Chiefs to complete a total of 3 Site Pre-Plans by September 2015. (All in Favor)

District Credit Cards: Additional credit cards will be assigned to the Assistant Chiefs and the Captains in accordance with the District Credit Card Policy. Assistant Chiefs will be assigned a credit limit of \$5,000 and Captains a limit of \$500. The District Treasurer will inquire into names or numbers being assigned to each card.

MOTION by D. Van Apeldoorn; 2nd: B. Strock to approve the request for additional credit cards as stated above. (All in Favor)

2015 Town Training Tower:

MOTION by D. Van Apeldoorn; 2nd: B. Strock to approve signing the 2015 contract renewal with the Town of Bethlehem for the use of the Town Fire Training Tower. Copies of the contract and rules & regulations will be emailed to the chiefs. (All in Favor)

Commissioners' Report:

R. Burns:

- Telephone, alarm systems, and camera systems are being reviewed with District Secretary
- Madsen Overhead Doors has serviced doors at all stations, minor repairs are required
- Building fire extinguishers need to be inspected and signed as inspected on a monthly basis. The custodian of each firehouse will be assigned to this task.
- As a follow-up to the NYSIF inspection – KOT Electric is working on correcting the electrical box issue at Station #3

D. Van Apeldoorn:

- Station #2 Exterior Sign Replacement – several quotes are incoming
- Station #2 Lower Kitchen range vent filter replacements
MOTION by G. Ten Eyck; 2nd: B. Strock to approve the purchase of required special range vent filters for kitchen system. (All in Favor)
- Request for the purchase of flowers for the Memorial Day Parade, to fill parade horns.
MOTION by G. Ten Eyck; 2nd: B. Strock to approve the purchase of flowers for Memorial Day Parade. (All in Favor)

B. Strock:

- Presented the truck committees results on new air truck specs. Suggesting an F550 Diesel.
- Request permission to spend up to \$1,200 for the construction of a District Records Room in the basement of Station #1.
MOTION by G. Ten Eyck; 2nd: B. Burns to approve the creation and cost of construction to build the District records room as stated above. (All in Favor)

G. Ten Eyck:

- Researching Physical Service Providers

Motion: made by D. Van Apeldoorn; 2nd: B. Burns (All in Favor) to adjourn the regular business meeting of the Selkirk Fire District. The meeting was properly adjourned at 10:32 p.m. The next meeting of the Selkirk Board of Fire Commissioners is scheduled for Monday, June 15, 2015 at 7:00 p.m. at the Administration Building.

Respectfully Submitted,

Stephanie E. Sellers
District Secretary