



Selkirk Fire District

Board of Fire Commissioners
Selkirk, NY 12158



January 21, 2019 Meeting Minutes

The Meeting was opened at Selkirk Fire District Administrative Office at 7:09 PM by Chairman Charles Wickham.

IN ATTENDANCE

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| (X) Charles A. WICKHAM, Jr. | (X) George TEN EYCK |
| (X) Robert G. BURNS | (X) Walter Ed WARD |
| () Mitchell E. LAKE | (X) Joseph MICHANIW, Chief |
| (X) Stephanie KRAUSE, District Secretary | (X) Douglas OPHARDT, District Treasurer |

OTHERS: Chief Hummel, LT. Robbie Burns, BOD President William Collins

MOTION to approve the minutes from the 2019 Organizational Meeting by G. Ten Eyck; 2nd by Bob Burns (All in Favor)

TREASURER'S REPORT:

General Fund Balance as of January 21, 2019: \$31,869.12
E&A Fund Balance as of January 21, 2019: \$954,750.25
B&G Fund Balance as of January 21, 2019: \$426,119.12

Claims Approved and Paid at the January 21st meeting: \$ 16,372.90
Prepaid Claims: \$ 9,588.41
Payroll \$1,781.41 1st payroll in January

Claims Inclusive 2018-536 through 2019-019

- 1) The OSC has requested the district's current year and prior year budgets and minutes to review the board's compliance with NYS law in overriding the tax cap in the 2018 and 2019 fiscal year. The district has provided the OSC with the prior two years of budgets and adopted resolutions overriding the tax cap.

MOTION: to approve the Treasurer's report and all claims by G. Ten Eyck; 2nd by E. Ward (All in Favor)

SECRETARY'S REPORT:

- 1) As the copier in the Administrative Office is in need of replacement, Secretary Krause briefly presented information from 3 different vendors. She'll send a summary and recommendation to the Board of Fire Commissioners via email. It appears that leasing is most beneficial to us

BOARD OF DIRECTORS:

- 1) A request to go from Active to Associate was presented for approval from Firefighter Paul Miller.
- 2) A new member application was submitted for David Harrington pending his physical.

OLD BUSINESS:

- 1) Facility Project
 - Some members of the Building Committee have removed themselves. We will be adding new members from each station and auxiliary.
 - A Member Questionnaire will be sent out to everyone close to if not shortly after 1/22/19.
- 2) The PSEG grant check totaling \$15,000 was received.
- 3) Solutions By Design will be on site in the Administrative Building to set up the new computer for Treasurer Ophardt as well as install the anti-virus/monitoring program on the district laptops as well as the treasurer's computer on 1/25/19

- 4) The LAR account for Lowes Home Improvement store is in need of updating.

NEW BUSINESS:

- 1) The 2019 Leadership Breakfast/Meting will be held on January 26th at the Normanside Country Club from 8:30-11:30.
- 2) The TOB Building Department will be visiting Station #2, as asked by Commissioner Wickham, to assess the area in which Captain Wagner fell from on 1/6/19.
- 3) Per the insurance company, firefighter Shaun Wagner will be receiving \$400/week while rehabbing and he's also receiving \$1000/week for 4 weeks under our Accident/Health Policy - but then his Worker's Comp earnings will be supplemented by the Accident Policy to ensue he is receiving what he was prior to his accident.
- 4) Per Commissioner Wickham, Firefighter Wagner can take required classroom or on-line training courses while he is out on leave. Chief Michaniw will work with Commissioner Wickham to draft a letter to Firefighter Wagner explaining this all to him.
- 5) Firefighter Bill Collins remains on medical leave until 2/18/19. While out on lease he is allowed to take classroom or on-line training for OSHA and Sexual Harassment.

MOTION: to approve a second night of Sexual Harassment training by B. Burns/ 2nd by G. Ten Eyck (ALL IN FAVOR)

COMMISSIONERS:

- 1) Bob Burns:
 - a) It is recommended that we go with Absolute Pest Control for the district. They will visit each station every month for \$525/year per firehouse.
 - b) River Valley Radio should be addressing the siren issues at the fire stations within the next 30 days.
 - c) Kot Electric will be fixing the lit sign board at fire station #1.

MOTION: to approve Absolute Pest Control as the district's pest control service by George Ten Eyck; 2nd by E. Ward (All in Favor)

- 2) George Ten Eyck:
 - a) Secretary Krause, Commissioner Burns and Commissioner Ten Eyck met with Verizon Wireless to discuss what they can offer the district with regard to future needs. Commissioner Ten Eyck recommends we stay with Verizon. They do offer "Push To Talk" now but not able to offer First Net as of yet. All phones eligible for upgrade with automatically be replaced with new phones. The iPhone 7 and the Samsung S8 are the current phones offered. We will not have access to Band 14.
- 3) Ed Ward:
 - a) The 2019 Installation Dinner will be held at Pat's barn in Troy, NY on 3/30/19. Nicole's will be catering. It will cost \$50 per person.
- 4) Mitch Lake: Not present, military leave
- 5) Chuck Wickham:
 - a) The Sexual Harassment Policy with complaint form was mailed to the BOFC for review

MOTION: to leave the Board of Fire Commissioners Meeting and enter Executive Session by Commissioner Ward; 2nd by Commissioner Burns (All in Favor at 9:15pm)

MOTION: to leave Executive Session and return to the Board of Fire Commissioners meeting by Commissioner Ward; 2nd by B. Burns (All in Favor at 10:03pm)

CHIEF'S REPORT:

- 1) Eight new sets of gear have been received.
- 2) There is a new procedure for background checks. Chief Michaniw has arranged for our background checks to be done in a timelier manner. They will now be given to Ken Bovia of the Albany Co. Sherriff's Department directly and he will in turn have them done within 24 hours.
- 3) There was a Training Tower meeting and it has been decided that there will now be a 2 hour cool down after every 1.5 hour burn. Any live burn thereafter will go to a new pit.

- 4) Chief Michaniw wants to look into getting some new fire extinguishers. He cannot locate any ABC extinguishers in the district. He would like to have a Triple, ABC, D and Water extinguisher on each truck.
- 5) With the \$15,000 PSEG Grant money, we will be getting 5 new headsets estimated to cost \$13,697.25 plus installation costing between \$1500-\$1900.

MOTION: to allow up to \$2000 over the \$15,000 given to us by PSEG for the above listed purchases by E.Ward, 2nd by B. Burns (ALL IN FAVOR)

- 6) With the anticipated \$35,000 money coming from CSX, Chief Michaniw would like to get 14 new portable radios through Pittsfield Communications (State Contract) costing \$35,189.29. He would like approval to move on this as soon as the check is received.

MOTION: that upon receipt of CSX funds, approval be given to issue a Purchase Order not to exceed \$36,000 by B. Burns; 2nd by E. Ward (ALL IN FAVOR)

- 7) Chief Michaniw would like to get some Fox Furry lights but would settle for some Pelican lights for the Chief's trucks. He would also like to get the smaller lights shown in demonstration by DIVAL for each firehouse and for the 3 Chief's trucks. They are waterproof. They should not exceed \$4,008.00 for 6 lights. We can discuss this further next month.

MOTION: to leave the Board of Fire Commissioners Meeting and enter a LOSAP Meeting at 10:57 pm by B. Burns; 2nd by E. Ward (ALL IN FAVOR AT 10:57PM)

MOTION: to leave the LOSAP Meeting and return to the Board of Fire Commissioners Meeting by B. Burns; 2nd by E. Ward (ALL IN FAVOR AT 11:04PM)

MOTION made by B. Burns; 2nd: Ed Ward (All in Favor) to adjourn THE meeting of the Selkirk Fire District. The meeting was properly adjourned at 11:05PM p.m. The next meeting of the Selkirk Board of Fire Commissioners is scheduled for February 18, 2019 at 7:00 p.m. at the Administration Building.

Respectfully Submitted,

Stephanie L. Krause
District Secretary