

BOARD OF FIRE COMMISSIONERS  
DeWITT FIRE DISTRICT  
DeWITT, NEW YORK

September 26, 2017

**Call to Order:** The meeting was called to order by Mr. Bronstein at 6:00PM.

**Pledge:** Led by Mr. Diamond

**Minutes:** A motion was made by Mr. Diamond and seconded by Mr. Karoglanian to approve the minutes of the September 12<sup>th</sup> meeting. All Commissioners present voting in the affirmative. Motion approved.

**Reports of Officer's:** Chief Green reported that there a small structure fire in the past week. Crew responded and put a quick stop on the fire, great job by everyone. Captain Tompkins and DFD Pres. Steinberg are making plans for the Fire Prevention Week open house. Additionally, at Chairman Bronstein's request, Chief Green presented an apparatus accident report illustrating vehicle accidents from 2010 through present.

**Treasurer's Report:** Ms. Shanahan reported that YTD Financials were sent prior to the meeting (Addendum "A").

**Vouchers:**

Ms. Shanahan presented the Abstract of Claims Report. (Addendum "B"). Motion made by Mr. Karoglanian, seconded by Mr. Diamond, to approve the General Fund Pre-paid transfer and ACH's amounting in total to \$62,911.71. Also, pending checks (#31313, 31338 – 31359) and ACH's amounting in total to \$47,920.72. All Commissioners present voting in the affirmative. Motion approved.

**Correspondence:**

- DFD Inc., Re: Building Use
- Rotary District 7150, Re: Building Use
- Central Region Fire District Assoc., Re: Educational Seminar
- Pointe East Homeowners Association, Re: Building Use

**Response Statistics:**

Year-To-Date Response Stats:	DATE	GENERAL	E.M.S.	TOTAL
	08/31/2017	463	728	1191
	08/31/2016	474	791	1265

## **Training Requests:**

<b><u>NAME</u></b>	<b><u>EVENT</u></b>	<b><u>LOCATION</u></b>	<b><u>COMP</u></b>	<b><u>AMT</u></b>	<b><u>BOARD</u></b>
Dixon	Paramedic Refresher	AMR	\$1800	\$0	KK/AD
Flemming	Paramedic Refresher	AMR	\$1500	\$0	KK/AD
Pienkowski	Machinery Rescue Ops	Clay	\$0	\$1000	KK/AD
Pienkowski	Advanced Forcible Entry	Clay	\$0	\$695	KK/AD
Green	Labor & Employment Law	Binghamton	\$0	\$59	KK/AD
Green	GML 207a Update	Rochester	\$0	\$59	KK/AD
Schultz	GML 207a Update	Rochester	\$0	\$59	KK/AD

## **COMMITTEE REPORTS:**

**Apparatus and Equipment:** Chief Green reported that Truck 3 is out of service for a ruptured hydraulic hose and will need to be sent offsite. Chief Green further reported that the mini bid for a new squad vehicle through NY State has been submitted.

**Buildings and Grounds:** Mr. Karoglanian reported that he will be obtaining quotes for resurfacing the Wellington Rd. parking lot behind the Top's gas station.

**Finance:** Mr. Schultz reported that the proposed 2018 budget will be reviewed under Old Business. Tax base growth factor = .56%

**Long-Range Planning:** No report

**Personnel/Staffing:** Chief Green reported that there are 3 full time firefighters out of work with line of duty injuries. This is putting a strain on the remaining staff to fill these shifts.

**Legal:** No report.

## **OLD BUSINESS:**

### **Proposed Budget:**

Mr. Schultz reviewed the proposed 2018 budget including the following items:

- Maximum real property tax cap increase = 1.84% which equates to approximately \$58,100 of revenue
- Add one new full-time firefighter
- Transfer \$200,000 to various reserve accounts
- 2% wage increase equates to approximately \$22,500
- \$30,000 increase in health care premiums

Mr. Schultz further reviewed that the draft budget reviewed at last meeting changed slightly and if all assumptions played out, the District would need to use approximately \$186,000 from the appropriated fund balance of approximately \$367,000. This would leave an appropriated fund balance of about \$181,000 for future years which is a low level. Mr. Schultz went on to review that should the board go ahead with this budget, a tax increase above the tax cap rate would be necessary to avoid depletion of the appropriated funds balance. The proposed budget presented at the meeting included a \$.08 per thousand of assessed value tax increase which amounts to a 3% increase over last year. In order to accomplish this, a 2/3 majority vote of the board will be necessary to override the tax cap. Mr. Schultz reviewed the formal budget timeline that was distributed prior to the meeting. A motion was made by Mr. Diamond and seconded by Mr. Karoglanian to adopt the proposed budget and set the public hearing for October 17<sup>th</sup>. All Commissioners present voting affirmative. Motion approved.

## **NEW BUSINESS:**

### **Building Use:**

A motion was made by Mr. Diamond, seconded by Mr. Karoglanian, to approve a building use request from the Rotary District 7150 to use the large conference room on October 30, 2017 from 6:00PM-8:00PM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

A motion was made by Mr. Diamond, seconded by Mr. Karoglanian, to approve a building use request from the Pointe East Homeowners Association to use the small conference room on October 24, 2017 from 8:30AM-10:00AM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

A motion was made by Mr. Diamond, seconded by Mr. Karoglanian, to approve a building use request from the DeWitt Fire Department Inc. to host a fire prevention week open house on October 8, 2017 from 1:00PM-4:00PM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

### **OPEB Actuarial Study:**

Mr. Schultz reported that under General Accounting Standards Board (GASB) rule 45, the District is required to identify and report their liability for Other Post-Employment Benefits (OPEB) on the District's balance sheet as a liability. Mr. Schultz made a motion to hire Jefferson Solutions Inc. at a rate of \$2,000 to conduct a study to identify this liability that was seconded by Mr. Karoglanian. All Commissioners present voting affirmative. Motion approved.

### **Former Treasurer Compensation:**

Mr. Schultz reported that former treasurer Pilon is continuing to work a few hours per week training the new District Treasurer. Mr. Schultz made a motion to compensate Mr. Pilon at a rate of \$40.00 per hour that was seconded by Mr. Diamond. All Commissioners present voting affirmative. Motion approved.

### **Executive Session:**

A motion was made by Mr. Karoglanian, seconded by Mr. Diamond to go into Executive Session to discuss a personnel matter. All Commissioners present voted in the affirmative. Motion approved at 6:43PM.

A motion was made by Mr. Karoglanian, seconded by Mr. Diamond to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 7:20PM.

No business was conducted during the Executive Session.

### **Chief's Compensation:**

A motion was made by Mr. Schultz and seconded by Mr. Karoglanian to extend \$2,000 to Chief Green as additional compensation as allowed under his contract with the District. All Commissioners present voting in the affirmative. Motion approved.

### **Adjournment:**

There being no further business, the motion to adjourn was made by Mr. Karoglanian and seconded by Mr. Diamond. All Commissioners present voted in the affirmative. Meeting adjourned at 7:21PM.

### **MEETING ATTENDANCE:**

Commissioners: Bronstein (Chair), Diamond, Karoglanian and Schultz (Secretary), Treasurer Shanahan, Deputy Treasurer Resch, Chief Green, Lt. Kehoe

Brian M. Schultz,  
Secretary  
September 26, 2017