

BOARD OF FIRE COMMISSIONERS  
DeWITT FIRE DISTRICT  
DeWITT, NEW YORK

August 28, 2018

**Call to Order:** The meeting was called to order by Mr. Vander Molen at 6:15PM.

**Pledge:** Led by Mr. Karoglanian

**Minutes:** A motion was made by Ms. Scicchitano and seconded by Mr. Karoglanian to approve the minutes of the July 24<sup>th</sup> meeting. All Commissioners present voting in the affirmative. Motion approved.

**Reports of Officer's:** No report.

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

**Vouchers:** Ms. Fusco presented the Abstract of Claims Report. (Addendum "B"). Motion made by Ms. Scicchitano, seconded by Mr. Karoglanian, to approve the General Fund Pre-paid transfers, ACH's and checks (31837-31842) amounting in total to \$199,713.62. Also, pending checks (#31843-31888, and 31836) and ACH's mounting in total to \$70,879.49. Included also was voided check #31802. All Commissioners present voting in the affirmative. Motion approved.

**Bank Reconciliation:** Motion made by Ms. Scicchitano, seconded by Mr. Karoglanian, to approve the bank reconciliations for July 2018. All Commissioners present voting in the affirmative. Motion approved.

**Correspondence:**

- Central Region Fire District Assoc., Re: Monthly Meeting
- Syracuse Masters, Re: Building Use
- Pointe East Homeowners, Re: Building Use

**Response Statistics:**

Year-To-Date Response Stats:	DATE	GENERAL	E.M.S.	TOTAL
	07/31/2018	482	600	1082
	07/31/2017	401	634	1035

**Training Requests:**

<u>NAME</u>	<u>EVENT</u>	<u>LOCATION</u>	<u>COMP</u>	<u>AMT</u>	<u>BOARD</u>
Green	Career Fire Chiefs	Valhalla, NY	\$0	\$160	KK/CS
Pienkowski	Health & Safety Conf	Syracuse, NY	\$1000	\$0	KK/CS
Pienkowski	Mental Health First Aid	Fayetteville, NY	\$0	\$400	KK/CS
Tompkins	Firehouse EXPO	Nashville, TN	\$0	\$1858	KK/CS

## **COMMITTEE REPORTS:**

**Apparatus and Equipment:** No report.

**Buildings and Grounds:** Mr. Karoglanian reported that he is getting quotes for repairing and paving the Wellington Rd. parking lot behind the gas station.

**Finance:** Mr. Schultz reported that he met with Ms. Scicchitano to review the draft budget and the budget process. He also met with Ms. Fusco to make changes to the draft budget. The proposed budget will be presented to the Board at the September meeting.

**Long-Range Planning:** No report.

**Personnel/Staffing:** No report.

**Legal:** No report.

## **OLD BUSINESS:**

\*\* Mr. Bronstein entered the meeting

### **New Pumper:**

Mr. Vander Molen stated that he reviewed the HGAC cost sheet and there needs to be some modifications regarding additions and deletions. Mr. Bronstein has asked the Chief to meet with the Seagrave representative to review this cost sheet.

### **Ber-National Invoice:**

Since installation of the closed-circuit camera system by Ber-National Controls in July of 2017, two of the cameras have failed due to water getting inside the lens. Jeff Bernatovich and Will Bernatovich we invited to the meeting as representatives of Ber-National. The Board had disputed an invoice for new cameras as they felt the cameras should have been covered under warranty. It was also mentioned to Ber-National that since replacing the two damaged cameras, that another camera was showing water in the lens. The Board also shared with Ber-National that the TruVision Navigator software used to view the camera system was not working on all computers. There was limited viewing on the District Secretary's computer even when using the same login credentials as the Chief (who has full view capability on his computer) suggesting that the software was improperly installed on the secretary's computer. After a lengthy discussion the following was agreed to:

- Ber-National will remove and clean the camera that is currently showing water in the lens at their expense
- Ber-National will meet with our IT manager to determine the reason that the camera system is not fully viewable on the District Secretary's computer. If it is determined to be an IT error on the part of the District, Ber-National will bill for the repair. If it is determined that the software was not properly installed, Ber-National will not bill for the repair.
- The District will pay the outstanding invoice for parts and labor to replace one camera.

## **NEW BUSINESS:**

### **Building Use:**

A motion was made by Ms. Scicchitano, seconded by Mr. Karoglanian, to approve a building use request from Syracuse Masters to use the large conference room on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of each month through December 31<sup>st</sup>, 2018, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

A motion was made by Mr. Karoglanian, seconded by Ms. Scicchitano, to approve a building use request from the Pointe East Homeowners Association to use the small conference room on September 6<sup>th</sup>, 2018 from 8:30AM-10:00AM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

### **EMS Supplies:**

Mr. Schultz presented the BOFC a Purchase Order for disposable medical supplies from McKesson Medical-Surgical Inc. in the amount of \$1,762.96. A motion was made by Mr. Karoglanian and seconded by Ms. Scicchitano to approve the purchase. All Commissioners present voting affirmative. Motion approved.

### **Executive Session:**

A motion was made by Ms. Scicchitano, seconded by Mr. Karoglanian to go into Executive Session to discuss a personnel matter. All Commissioners present voted in the affirmative. Motion approved at 7:19PM.

A motion was made by Mr. Karoglanian, seconded by Ms. Scicchitano to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 7:51PM.

No business was conducted during the Executive Session.

### **Adjournment:**

There being no further business, the motion to adjourn was made by Ms. Scicchitano and seconded by Mr. Karoglanian. All Commissioners present voted in the affirmative. Meeting adjourned at 7:52PM.

## **MEETING ATTENDANCE:**

Commissioners: Bronstein, Karoglanian, Schultz (Secretary), Scicchitano and Vander Molen (Chair). Treasurer Fusco, Deputy Treasurer Resch

Brian M Schultz  
Secretary  
August 28, 2018