

BOARD OF FIRE COMMISSIONERS
DeWITT FIRE DISTRICT
DeWITT, NEW YORK

June 25, 2019

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

Pledge: Led by FF Boyle.

Minutes: A motion was made by Mr. Karoglanian and seconded by Mr. Vander Molen to approve the minutes of the May 28th regular meeting. All Commissioners present voting in the affirmative with one abstention. Motion approved.

Reports of Officer's: Chief Green reported that there are 4 new volunteer applicants in various stages of the process. He will ask for their approval under new business. Chief Green also stated that he met with PFA President Tompkins regarding 24-hour shifts. Lastly, the Chief reported that he met with the town parks department regarding maintenance of the cemetery behind the fire station. He was told there may be a grant available for historic cemetery maintenance.

Treasurer's Report: Ms. Fusco reported that financials were sent prior to the meeting.

Vouchers: Ms. Fusco presented the Abstract of Claims Report. (Addendum "A"). Motion made by Ms. Scicchitano, seconded by Mr. Karoglanian, to approve the General Fund Pre-paid transfer, checks (32324-32328) and ACH's amounting in total to \$875,519.95. Also, pending checks (32320-32323 and 32329-32369) and ACH's amounting in total to \$84,342.21. All Commissioners present voting in the affirmative. Motion approved.

Bank Reconciliation: Motion made by Mr. Karoglanian, seconded by Ms. Scicchitano, to approve the bank reconciliations for May 2019. All Commissioners present voting in the affirmative. Motion approved.

Correspondence:

- US Coast Guard Auxiliary, Re: Building Use
- DFD Inc., Re: New Members

Response Statistics:

	DATE	GENERAL	E.M.S.	TOTAL
Year-To-Date Response Stats:	05/31/2019	285	474	759
	05/31/2018	340	430	770

Training Requests:

<u>NAME</u>	<u>EVENT</u>	<u>LOCATION</u>	<u>COMP</u>	<u>AMT.</u>	<u>BOARD</u>
Conley	Truck Company Ops	Fayetteville	\$0	\$0	PVM/CS

Conley	Wildland Firefighter	Kirkville	\$0	\$0	KK/CS
Conley	EMT Basic Original	Upstate	\$0	\$720	CS/KK

COMMITTEE REPORTS:

Apparatus and Equipment: No report

Buildings and Grounds: Mr. Karoglanian reported that Lanco is tentatively scheduled for second week of July.

Finance: Mr. Schultz reported that the District renewed its CD with Solvay Bank for 6 months at 1.35%. Mr. Schultz further reported that he and Chief Green met with the insurance company inspector for our Code Rule 59 evaluation. We received his evaluation and have 30 days to respond to the NYS Department of Labor regarding the recommendations found in the report.

Long-Range Planning: No report.

Personnel/Staffing: No report

Legal: No report.

OLD BUSINESS:

West Double Door Replacement:

Chief Green reported that he reached out to several companies to get quotes. There were only two companies willing to bid on the project. Midstate Door declined to bid, Ryan's Windows and Empire Contractors did not respond. Commercial Door Company responded with a bid of \$6,936.82 and BR Johnson responded with a bid of \$4,318.59. Mr. Bronstein asked why a steel door was being proposed and not aluminum with full glass like the east entrance. Chief Green replied that the steel door with half glass was being used to conform with what is currently there and to keep in line with the other west side entrance. A motion was made by Mr. Karoglanian and seconded by Mr. Vander Molen to award the bid to BR Johnson. Four Commissioners present voting in the affirmative with one voting against (Bronstein). Motion approved.

NEW BUSINESS:

Building Use:

A motion was made by Ms. Scicchitano, seconded by Mr. Karoglanian, to approve a building use request from the US Coast Guard Auxiliary to use the large conference room on July 1, August 5, September 9, and October 7, 2019 from 6:30PM-8:00PM, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

New Member DeWitt Fire Department Inc.:

Mr. Schultz presented a letter from the DeWitt Volunteer Fire Department Inc. The letter stated that the Department approved the applications of James Bardo of Syracuse, Mark Bentz of Manlius, Dominic Wheeler of Syracuse and Mayteaa Wilson of Syracuse. A motion was made by Ms. Scicchitano and seconded by Mr. Karoglanian to

accept the membership of these individuals pending completion of physicals and background checks. All Commissioners present voting affirmative. Motion approved.

Target Solutions:

Chief Green presented a proposal from Target Solutions. The program is designed to make scheduling, time sheets and payroll processes easier. The District has been using a trial version for about 30 days. Mr. Schultz and Ms. Fusco took part in a web demonstration during the trial. A motion was made by Mr. Schultz and seconded by Ms. Scicchitano to enter into a contract with Target Solutions for one year at a rate of \$89 per employee per year. All Commissioners present voting affirmative. Motion approved.

Executive Session:

A motion was made by Mr. Schultz, seconded by Mr. Karoglanian to go into Executive Session to discuss a personnel matter. All Commissioners present voted in the affirmative. Motion approved at 6:44PM.

A motion was made by Mr. Schultz, seconded by Mr. Karoglanian to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 7:03PM.

No business was conducted during the Executive Session.

Adjournment:

There being no further business, the motion to adjourn was made by Mr. Schultz and seconded by Mr. Karoglanian. All Commissioners present voted in the affirmative. Meeting adjourned at 7:03PM.

MEETING ATTENDANCE:

Commissioners: Bronstein (Chair), Karoglanian, Schultz (Secretary), Scicchitano, and Vander Molen. Treasurer Fusco, Chief Green, Lt. Kehoe and FF Boyle

Brian M Schultz
Secretary
June 25, 2019