

BOARD OF FIRE COMMISSIONERS  
DeWITT FIRE DISTRICT  
DeWITT, NEW YORK

February 12, 2019

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

**Pledge:** Led by Lt. O'Connor.

**Minutes:** A motion was made by Mr. Karoglanian and seconded by Mr. Vander Molen to approve the minutes of the January 22<sup>nd</sup> regular meeting. All Commissioners present voting in the affirmative. Motion approved.

**Reports of Officer's:** Chief Green reported that he met representatives from the JD School District to discuss implementation of "Stop the Bleed" training. The proposal was well received.

**Treasurer's Report:** No report.

**Vouchers:** Mr. Schultz presented the Abstract of Claims Report. (Addendum "A"). Motion made by Mr. Vander Molen, seconded by Mr. Karoglanian, to approve the General Fund Pre-paid transfer and ACH's amounting in total to \$108,979.36. Also, pending checks (32141-32174) and ACH's amounting in total to \$41,271.04. All Commissioners present voting in the affirmative. Motion approved.

**Correspondence:**

- Pinsky Law, Re: Secretary & Treasurer Manual
- Pointe East Homeowners Association, Re: Building Use
- US Coast Guard Auxiliary, Re: Building Use

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

**Response Statistics:**

	DATE	GENERAL	E.M.S.	TOTAL
Year-To-Date Response Stats:	01/01/2019	66	83	149
	01/01/2018	78	107	185

## **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>
Steinberg	Legislative Breakfast	Lakeside	\$0	\$0	CS/KK
O'Connor	Live Fire NFPA 1403	Cortland	\$300	\$0	CS/PVM
Tompkins	Live Fire NFPA 1403	Cortland	\$300	\$0	CS/PVM
Pienkowski	Live Fire NFPA 1403	Cortland	\$300	\$0	CS/PVM
Green	Live Fire NFPA 1403	Cortland	\$0	\$0	CS/PVM
Pienkowski	FOCUS	Dallas, TX	\$0	\$1400	BMS/CS
Green	FOCUS	Dallas, TX	\$600	\$0	BMS/CS
Green	Special Ops Program Mgmt.	Emmitsburg	\$0	\$0	PVM/CS

## **COMMITTEE REPORTS:**

**Apparatus and Equipment:** No report.

**Buildings and Grounds:** Mr. Karoglanian reported that he and Chief Green did a walk through the building to compile a list of items needing repair including the priority and anticipated cost. Chief Green reported that an emergency repair (new compressor) was done on the 6-door refrigerator in the kitchen.

**Finance:** No report.

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

**Personnel/Staffing:** No report.

**Legal:** No report.

## **OLD BUSINESS:**

### **Declare Floor Machine Junk:**

Chief Green reported that the floor scrubber (DFD Inventory # 1174) was no longer working and was not serviceable and should be declared junk. A motion was made by Mr. Vander Molen and seconded by Ms. Scicchitano to declare the floor machine junk and to have it disposed of in accordance with local law. All Commissioners present voting affirmative. Motion approved. Mr. Bronstein added asked the Chief to see if there were any supplies for the machine that could be returned to the distributor.

### **Declare Battery Charge Junk:**

Chief Green reported that the batter charger for the old LifePaks was no longer needed and should be declared junk and disposed of. A motion was made by MR. Karoglanian and seconded by Ms. Scicchitano to declare the batter charger (DFD Inventory # 3006) junk and to dispose of it according to local law. All Commissioners present voting affirmative. Motion approved.

### **Replacement of West Double Doors:**

Chief Green presented a quote from BR Johnson to replace the double doors on the west side of the building. BR Johnson was the contractor that replaced the west man door to the apparatus bay. To keep the work and styling consistent, the BOFC has waived the need for three quotes per the purchasing policy. A motion was made by Mr. Vander Molen and seconded by MR. Karoglanian to accept the quote from BR Johnson to replace the double doors on the west side of the building with a single 48” wide door at a cost of \$4,318.59. All Commissioners present voting affirmative. Motion approved.

### **NEW BUSINESS:**

#### **Building Use:**

A motion was made by Mr. Vander Molen, seconded by Mr. Karoglanian, to approve a building use request from the US Coast Guard Auxiliary to use the large conference room on March 2<sup>nd</sup>, 5<sup>th</sup> and 6<sup>th</sup>, with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

A motion was made by Mr. Vander Molen, seconded by Ms. Scicchitano, to approve a building use request from the Pointe East Homeowners Association to use the small conference room on March 21<sup>st</sup> from 8:30AM to 10:00AM with no deposit required. All Commissioners present voted in the affirmative. Motion approved.

#### **Sale of Engine One:**

Chief Green reported to the BOFC that he was approached by the Syracuse Fire Department. They are interested in purchasing Engine 1. The BOFC had a discussion regarding sale price and timing. The Chief was authorized to continue discussions with the SFD and report back if a sale was agreed upon. No board action is required until there is an agreement.

#### **SAFER Grant:**

Chief Green reported that the SAFER Grant application process was open. He recommended hiring TenKate Grant Writing Services to submit our application. A motion was made by Mr. Vander Molen and seconded by Ms. Scicchitano to hire TenKate at a cost of \$1,700. All Commissioners present voting affirmative. Motion approved.

#### **Executive Session:**

A motion was made by Mr. Vander Molen, seconded by Ms. Scicchitano to go into Executive Session to discuss a personnel matter. All Commissioners present voted in the affirmative. Motion approved at 7:15PM.

A motion was made by Mr. Vander Molen, seconded by Ms. Scicchitano to return to the General Session. All Commissioners present voted in the affirmative. Motion approved at 7:30PM.

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. Vander Molen. All Commissioners present voted in the affirmative. Meeting adjourned at 7:30PM.

**MEETING ATTENDANCE:**

Commissioners: Bronstein (Chair), Karoglanian, Schultz (Secretary), Scicchitano and Vander Molen. Chief Green and Lt. O'Connor

Brian M Schultz

Secretary

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