

## December 15, 2022 Regular Meeting West Sand Lake Board of Fire Commissioners

The regular meeting of the West Sand Lake Board of Fire Commissioners was called to order at 7:03pm by Commissioner Bell. Those present were Commissioner Ellis, Commissioner Deutsch, Commissioner Hull. Commissioner Bell attended via Zoom. Secretary/Treasurer Deutsch and 1<sup>st</sup> Asst. Chief Gazeley were also present.

**Treasurer's Report:**

Building Account	\$989,418.82	General Checking Acct	\$ 3,749.32
Equipment Account	\$704,486.35	General Savings Acct	\$149,872.86
Total All Accounts:	<b><u>\$1,847,527.35</u></b>		

The balance of the RBC LOSAP Brokerage account as of 11/30/22 was \$931,188.73

**Emergency Purchase Orders between meetings:** There was one emergency PO approved: Firematic Supply NTE \$1,000 for Reel. **Motion was made by Commissioner Hull, seconded by Commissioner Ellis. Motion carried.**

**Commissioner Ellis made a motion to accept the Treasurer's report, seconded by Commissioner Hull. Motion carried.**

**Secretary's report:**

The secretary provided the minutes from the November 17, 2022 meeting. **Commissioner Ellis made a motion to approve the minutes, seconded by Commissioner Hull. Motion carried.**

The November/December calendar of events are as follows: Building Committee meeting, Fire Co Meeting, Member hall rental, as well as another Hall Rentals. 2023 Organizational Meeting will be held 1/2/23 @ 7pm.

The Purchase Order list was reviewed and the 1<sup>st</sup>. Asst. Chief Gazeley thought it looked accurate.

**Commissioner Hull made a motion to approve the Secretary's report, seconded by Commissioner Ellis. Motion carried.**

**Chief's Report:**

★ **Call Report November 2022**

- 24 Calls for the Month`	9	Fire	37.0%
	15	EMS	62.5%
- 322 Calls for the Year	107	Fire	33 %
	215	EMS	67 %

- Monthly Person Hours	392.40
- Yearly Total Person Hours	6,103.60

★ **MONTHLY REPORT:**

- The Chief's office is working on scheduling on site services for physicals again this year
- So far I have pricing from Access Health and Infinity Medical Solutions A third request was made to another provider without reply as of yet.
- Access health is the most economical provider as Infinity has a site visit fee of 200.00 on top of the individual costs...
- I am looking to add PSA (Prostate Cancer Screening Tests) for those who want them and everyone will get an EKG (No PO Needed per purchasing policy - correct?)
- Holiday drive by parades are scheduled for the week of December 20th throughout the fire district - Dec 20, 21, 22 - backup date of 23rd. I will have extremely limited availability that week as my wife will be out of town.
- In the spirit of the holidays and without a formal swearing in until the banquet which is not for several months I would like to host a swearing in ceremony here at the firehouse with funds from the chiefs budget. Refreshments and appetizers will be provided. Requesting a PO NTE 600.00 - Pioneer Card.
- PO Requested and approved in October for Bob Stokes for new boots NTE 200.00 - Need the vendor changed to Witmer Public Safety / The Fire Store VIA the Pioneer Card as I found the boots cheaper there.

★ **APPARATUS & EQUIPMENT UPDATES:**

- Damaged ladder found following recent structure fire - a mutual aid firefighter was on the extension ladder off 43-6 attempting to vent the soffit of the home and the chainsaw came in contact with the beam of the ladder. Contact with our ladder service technician was made and he checked the ladder and stated it should come out of service as it cannot be guaranteed safe. We do not have a spare ladder - The ladder from R43 was moved to 43-6 as it is the first out piece for fires and more likely needing of the ladder than the rescue. I gathered quotes for a replacement and found that the lead time is 11 -12 months on delivery.... I sent an email to battalion 3 chiefs as well as several other departments with ladder companies, to see if anyone had a spare. We are currently borrowing one from Rensselaer

- Emergency PO issued for 43-6 for a cut tire - apparatus is OOS at this time. Upon further inspection, it was found that all 6 tires are due for replacement anyway. Tires on the truck are nearing expiration anyway - found new tires through a state contract vendor that will come here and replace everything... Requesting PO to move forward with new tires for 43-6 \$4,641.64 - - - PO NTE 5000.00 to Hilltop Tire, Quote attached.

★ **PURCHASE REQUESTS**

1. Helmet Shield

a. Asst. Chief Crosier

- i. The Fire Store \$139.99 + Shipping

*Request PO NTE \$165.00 to be issued to Pioneer Card / Witmer Public Safety Inc (The Fire Store)*

**Commissioner Hull made a motion to approve a PO to The Fire Store NTE \$200, seconded by Commissioner Ellis. Motion carried.**

2. CPR Training: FF. Cylkoff

a. Required training prior to completion of BEFO

a. Tucker Cylkoff - \$92.00

- i. Training

*Request PO to be issued to Tucker Cylkoff \$92.00*

**Commissioner Hull made a motion to approve a PO to FF Cylkoff NTE \$92, seconded by Commissioner Deutsch. Motion carried.**

3. CPR Training: FF. Monaco

a. Required training prior to completion of BEFO

b. Tucker Cylkoff - \$92.00

- i. Training

*Request PO to be issued to Tucker Cylkoff \$92.00*

**Commissioner Ellis made a motion to approve a PO to FF Monaco NTE \$92, seconded by Commissioner Hull. Motion carried.**

4. CPR Training: FF. Martuscallo

a. Required training prior to completion of BEFO

a. Anthony Martuscello - \$92.00

- i. Training

*Request PO to be issued to Anthony Martuscello \$92.00*

**Commissioner Bell made a motion to approve a PO to FF Martuscallo NTE \$92, seconded by Commissioner Deutsch. Motion carried.**

**5. Replacement Ladder - 43-6 (Duo Safety 24' Aluminum)**

a. Ladder was damaged at the recent fire, it is OOS due to being cut with a chainsaw by a mutual aid department.

1. Garrison Ladder 800 - No Price for Shipping

a. UNKNOWN TOTAL

2. Dival Ladder \$766.00 - \$1,161.00 Shipping

a. \$1,927.00

3. MES (ALCO LADDER) Ladder 1,028.86 - 550 shipping

a. \$1578.86

i. NOT SPEC - DOES NOT CARRY  
DUO SAFETY LADDERS.

*Request PO Dival NTE \$2,000.00*

**Commissioner Hull made a motion to approve a PO to Dival NTE \$2,000, seconded by Commissioner Ellis. Motion carried.**

**6. Batteries**

a. Requesting PO NTE 100.00 to Home depot for batteries for flashlights

**Commissioner Ellis made a motion to approve a PO to Home Depot NTE \$100, seconded by Commissioner Bell. Motion carried.**

**Commissioner Ellis made a motion to approve the Chief's report, seconded by Commissioner Hull. Motion carried.**

- **Administrative Officer Report:**

- Cancer Insurance renewal was emailed. After additions, total premium will be \$6796.65
- New Station Keeper Position discussion -  
Posted position on Facebook. 4-5 resumes have been received. Interviews will begin the week after Christmas.

**To Do List:**

Finish station inventory

Install software for the digital sign program on new computers when they arrive & train

Carrie & Beth on its use

Finish PPE inventory

**Commissioner Hull made a motion to approve the Administrative Assistant's report, seconded by Commissioner Deutsch. Motion carried.**

**No Recess was held**

Questions and comments from the Public: None

### **Communications:**

Cancer Insurance program, Pinsky Law flyer, NYSIF policies, Notice from Intuit regarding increase in subscription cost, Assoc. of Fire District Newsletter.

### **Company Report:**

The meeting was preceded by a dinner that was provided by the Men's Club of the Church of the Covenant (catered by LaBella's). The Toys for Tot's bin was placed in the Fire Hall. Santa Drive-By routes will be posted on Facebook. The Anniversary Dinner was held and everyone had a great time and the committee brought it in well under budget. Elections were held.

Positions are as follows:

Line Officers:

- Chief – Ed Heffern
- 1<sup>st</sup> Assistant Chief – Frank Gazeley
- 2<sup>nd</sup> Assistant Chief – Lee Crosier
- 1<sup>st</sup> Captain – Lloyd Fox
- 2<sup>nd</sup> Captain – vacant
- 1<sup>st</sup> Lieutenant – Steve Rohl
- 2<sup>nd</sup> Lieutenant – vacant
- Captain of Fire Police – Joe Verrastro
- Lieutenant of Fire Police – Linda Ellis

Company Officers:

- President – Beth Hull
- Vice President – Steve Rohl
- Recording Secretary – Mike Deutsch
- Financial Secretary – Linda Ellis
- Sgt. At Arms – Steve Rohl
- Director (3 yr term) – Dennis Sinnott

### **Building & Grounds:**

Commissioner Hull reported he was only able to get one quote for the Door to the Museum from Southpaw Construction. The quote was for \$3,250. After some discussion it was decided to have them replace the door. Commissioner Hull will contact them. **Commissioner Ellis made a motion to issue a PO to Southpaw Construction NTE \$3,250. Motion was seconded by Commissioner Bell. Motion carried.**

It was also reported that a light socket in Bay area needs to be replaced. **Commissioner Hull made a motion to issue a PO to Ed McMan, electrician NTE \$200 to fix or replace the socket. Motion was seconded by Commissioner Deutsch. Motion carried.**

**Old Business:** None

**New Business:**

- Organizational meeting was set for January 2, 2023 at 7pm.
- A date for the final bills of 2022 was set for 12/30/22 at 7pm

**GOOD & WELFARE:**

Next meeting will be December 30, 2022

**AUDIT BILLS:** Commissioner Ellis made a motion to approve all bills as presented, seconded by Commissioner Bell. Motion carried.

**PURCHASE ORDERS:** The following Purchase Orders were approved above:

The Fire Store NTE \$165 – Helmet Shield – Lee Croiser  
Dival NTE \$2,000  
Home Depot NTE \$100  
FF Cylkoff NTE \$92  
FF Monaco NTE \$92  
FF Martuscallo NTE \$92

**EXECUTIVE SESSION:** NONE

Commissioner Ellis made a motion to adjourn at 8:30pm, seconded by Commissioner Hull.  
Motion carried.

**Respectfully Submitted,  
S. Carrie Deutsch  
Fire District Secretary**