

COLDEN FIRE DISTRICT

Board of Fire Commissioners

Minutes – December 8, 2009

Regular Meeting of the Colden Fire District Board at 7:00 pm,
Station Number One, 8448 Gutekunst Road, Colden, New York 14033

1. Call to Order @ 7:00 P.M. The regular monthly meeting of the Commissioners of the Colden Fire District was called to order by the Chairman Joseph Murray in compliance with Article 7 - Open Meetings Law.

2. Pledge of Allegiance to the Flag of the United States of America Led by Chairman Joseph Murray.

3. Roll Call and Affirmation of Quorum: Yes

<u>Board Member</u>	<u>Present</u>
Chairman Joseph Murray	Yes
Commissioner Jeffrey Shelley	Yes
Commissioner James Walter	Yes
Commissioner Michael Butler	Yes
Treasurer Michael Schneider	Yes

4. Consent Calendar:

a. Adoption of Agenda

Commissioner Michael Butler made a motion to approve the Agenda as printed and Commissioner Jeffrey Shelley seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Joseph Murray	X			
Commissioner Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Vote Tally	4			

A vote was taken and the motion to accept the agenda was approved.

b. Approval of Minutes from Previous Meetings

- Minutes from meeting held on November 10, 2009

Commissioner Michael Butler made a motion to approve the Minutes as printed and Commissioner Jeffrey Shelley seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Joseph Murray	X			
Commissioner Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Vote Tally	4			

A vote was taken and the motion to accept the Minutes was approved.

c. Approval of Treasurer's Report (Monthly Financial Report)

- Treasurer's Report as of December 4, 2009

Commissioner James Walter made a motion to approve the Treasurer's Report as printed and Commissioner Michael Butler seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Joseph Murray	X			
Commissioner Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Vote Tally	4			

A vote was taken and the motion to approve the Treasurer's Report was approved.

d. Approval of Bills (Ratification of District Accounts Payable)

- Ratification of Accounts from the meeting held on December 8, 2009

WHEREAS, the Colden Fire District received certain invoices against it by way of vouchers received during the period ending December 8, 2009; and

WHEREAS, the Colden Fire District has reviewed said claims,

NOW, THEREFORE, BE IT RESOLVED, by the Colden Fire District that the following claims be certified by the Treasurer for approval and payment.

Commissioner Michael Butler made a motion to approve the All Accounts Payable and Commissioner Jeffrey Shelley seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Joseph Murray	X			
Commissioner Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Vote Tally	4			

A vote was taken and the motion to approve payment of bills was approved.

Year Funds Obligated	Claim Number	Date	Description of Transaction	Cost	Account Line
2009	2833	11/30/2009	National Fuel (Station # 2)	\$59.43	A400-07b
2009	2834	12/1/2009	National Fuel (Office)	\$39.36	A400-07b
2009	2835	12/8/2009	Emergency Medical Products	\$1,232.79	A200-3
2009	2836	11/18/2009	Emerling	\$44.07	A400-09
2009	2837	12/5/2009	Verizon	\$30.53	A400-07e
2009	2838	12/5/2009	Verizon Wireless	\$9.06	A400-07d
2009	2839	12/8/2009	Emergency Equipment Service (Annual PMs)	\$2,253.22	A400-09
2009	2840	12/8/2009	Dival (Annual SCBA Inspections)	\$640.01	A400-09
2009	2841	12/8/2009	NYSEG (Station # 2)	\$214.19	A400-07a
2009	2842	12/8/2009	NYSEG (Office)	\$21.05	A400-07a
2009	2843	n/a	Void	\$0.00	n/a
2009	2844	12/8/2009	Stipend - Colden # 9	\$450.00	A400-03e
2009	2845	12/8/2009	Stipend - Colden # 9-1	\$400.00	A400-03e
2009	2846	12/8/2009	Stipend - Colden # 9-2	\$ 400.00	A400-03e

Year Funds Obligated	Claim Number	Date	Description of Transaction	Cost	Account Line
2009	2847	12/8/2009	Stipend - Colden # 9-3	\$400.00	A400-03e
2009	2848	12/8/2009	Colden Fire Company – Lease	\$2,000.00	A400-16
2009	2849	12/8/2009	U.S. Postal Service - Rental of Post Box	\$40.00	A400-02
2009	2850	12/8/2009	NYS Association of Fire Chiefs	\$175.00	A400-04
2009	2851	12/8/2009	Saia (Antenna Installation)	\$165.00	A200-3
2009	2852	12/8/2009	Robert Chilson – Custodian	\$323.22	A100-1
2009	2853	12/8/2009	Michael Schneider - Treasurer	\$893.50	A100-2
2009	2854	12/8/2009	US Treasury	\$206.55	A633
2009	2855	12/8/2009	NYS Comptroller	\$97.00	A633
2009	2856	12/8/2009	Alfred Kalinowski (Election Inspector)	\$35.00	A400-01
2009	2857	12/8/2009	Cliff Letson (Election Inspector)	\$35.00	A400-01
2009	2858	12/8/2009	Brown & Stromecki	\$48.08	A400-12
2009	2859	12/8/2009	Suburban Oxygen Supply	\$204.00	A200-3
2009	2860	12/8/2009	M&T Card member Service (Visa Account)	\$884.11	n/a
2009	2860	10/10/2009	US Postal Service - Mailing (\$3.24)	\$0.00	A400-02
2009	2860	10/16/2009	Chelus Herdzik, Speyer & Monte (\$510.00)	\$0.00	A400-14
2009	2860	10/19/2009	James Publishing (\$195.88)	\$0.00	A400-01
2009	2860	11/11/2009	Office Max - Printer and Ink (\$151.99)	\$0.00	A400-01
2009	2860	11/24/2009	Ace Flag Company - Mourning Flag (\$23.00)	\$0.00	A400-01
2009	2861	12/8/2009	Robert Chilson (Custodian Supplies)	\$54.78	A400-08a
2009	2862	12/8/2009	OCCUSTAR (Physical)	\$90.00	A636
2009	2863	12/8/2009	Al Rothenberg (Heater Service)	\$60.00	A400-08b
2009	2864	12/8/2009	National Fuel (Station # 2)	\$265.77	A400-07b
2009	2865	12/8/2009	National Fuel (Office)	\$123.82	A400-07b
2009	2866	12/8/2009	Southtown Tireman (Ambulance Tire Rotation)	\$65.00	A400-09
2009	2867	12/8/2009	Southtown Tireman (Wipers for Ambulance)	\$30.00	A400-09
			Total	\$ 11,989.54	

5. Correspondence and communications received: None

6. Committee Reports

- Personnel Committee – No report.
- Finance Committee – No report.
- Capital Improvement Committee – No report.
- Insurance Committee – No report.
- Legal Committee – No report.
- Apparatus, Driver Certification, Communications, and Maintenance Committee – No report.

- Executive Board Committee – No report.
- Service Award Committee – No report.
- Hazardous Materials Committee – No report.
- Training Committee – No report.
- Foreign Fire Insurance Monies 2% Funds Committee – No report.
- Grants Committee – No report.
- Public Protection Classification (PPC) Committee – No report.
- Medical Readiness – No report.

7. Reports

- a. Fire Chief - Number of Fire Calls: 4

Comments: No report.

- b. EMS Chief - Number of First Aid Calls: 8

Comments: No report.

- c. Safety Officer – No report.

- d. President of the Auxiliary – No report.

- e. Fire Police – No report.

f. President of the Fire Company: Letters were forwarded to firefighters who did not achieve the required level of training certification for 2009.

8. Purchase Requests (Equipment / Services):

- a. **Fire Service Purchases:** None for the month of December.

b. **Emergency Medical Services Purchases:** None for the month of December.

- c. **Fire Police Purchases:** None for the month of December.

- d. **Fire District Purchases:** None for the month of December..

9. Unfinished Business (Open Issues): Lease Agreement is being reviewed for legal sufficiency by the Fire Company's attorney.

10. New Business: None

11. Public Comments: None

12. Next Regular Board Meeting: Tuesday, January 12, 2010 at 7:00 PM at District Office, Center Street.

13. Adjournment @ 8:22 P.M. With no further business to conduct, Commissioner Joseph Murray made a motion to adjourn the meeting and Commissioner Jeffrey Shelley seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Joseph Murray	X			
Commissioner Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Vote Tally	4			

A vote was taken and the motion to adjourn the meeting was approved.

COLDEN FIRE DISTRICT
MEETING AGENDA

1. Meeting Call to Order
2. Pledge of Allegiance to the Flag of the United States of America
3. Roll Call and Affirmation of Quorum
4. Consent Calendar
 - Adoption of Agenda
 - Approval of Minutes from Previous Meetings
 - Approval of Treasurer's Report (Monthly Financial Report)
 - Approval of Bills (Ratification of District Accounts Payable)
5. Correspondence
6. Committee Reports
7. Reports (Fire Company)
8. Purchase Requests (Fire Company/District)
9. Unfinished Business (Open Issues):
10. New Business
11. Executive Session (If Required)
12. General Counsel's Report (If Required)
13. Public Comment
14. Adjournment

PUBLIC MEETING RULES

Order of Agenda - Items listed on the Agenda may be taken out of order.

Accommodations – Colden Fire District Office Building is accessible to individuals with disabilities. Reasonable efforts will be made to accommodate persons with special needs. Please contact the Fire Board one week in advance of the meeting.

Manner of Addressing the Fire Board - In order to conduct orderly, efficient, effective and dignified meetings that promote a governmental purpose with a governmental process, public comment may address any agenda item or other public issue that the Fire Board has the authority to effectuate or exercise control over. Public comment on matters beyond the Fire District's scope of authority is not relevant, does not invoke a governmental process nor serve a governmental purpose and is contrary to the effective, efficient and orderly business conducted by the Colden Fire District. Each person addressing the Fire Board shall stand up, shall give his/her name and shall limit the time of his/her presentation to three (3) minutes. All public comment remarks shall be addressed to the Fire Board as a body, and not to any member thereof. No person, other than members of the Fire Board and the person having the floor shall be permitted to enter into any discussion. No questions shall be asked of the Board Members, except through the presiding chairman. Speakers shall avoid undue repetition of points previously presented to the Fire Board.

Disruptive Conduct - Any person who willfully disrupts a meeting to the extent that it's orderly conduct is made impractical may be removed from the meeting by order of the presiding chairman. A person willfully disrupts a meeting when he/she (1) uses physical violence, threatens the use of physical violence or provides the use of physical violence or (2) continues to use loud, boisterous, unruly or provocative behavior after being asked to stop, which behavior is determined by the presiding Chairman, or a majority of the Fire Board present, to be disruptive to the orderly conduct of the meeting or (3) fails to comply with any lawful decision or order of the presiding Chairman or of a majority of the Fire Board relating to the orderly conduct of the meeting.

Use of Recording Equipment - All members of the public and all public officials are allowed to tape or video record public meetings. Recording is not allowed during executive sessions. The recording (tape/video) is permissible as long as the device is unobtrusive and will not distract from the true deliberative process of the Board.

Register of 2009 Resolutions		
Resolution Number	Date	Description of Resolution
2009-001	Jan 8, 09	Appointment of Chairman for Calendar Year 2009
2009-002	Jan 8, 09	Appointment of Vice-Chairman for Calendar Year 2009
2009-003	Jan 8, 09	Adoption of Agenda
2009-004	Jan 8, 09	Adoption of Robert's Rules of Order
2009-005	Jan 8, 09	Appointment of Records Managers
2009-006	Jan 8, 09	Appointment of District Custodian
2009-007	Jan 8, 09	Authorizing Appointment of Attorney for Calendar Year 2009
2009-008	Jan 8, 09	Designating Surety Bonding for the Treasurer of the Colden Fire District
2009-009	Jan 8, 09	Authorizing Regular Meeting Schedule for Calendar Year 2009
2009-010	Jan 8, 09	Designation of Official Newspaper for Publications for Calendar Year 2009
2009-011	Jan 8, 09	Authorizing Per Diem and Mileage Reimbursements
2009-012	Jan 8, 09	Authorizing Advance Travel Payments
2009-013	Jan 8, 08	Appointment of Fire District Purchasing Agents
2009-014	Jan 8, 09	Fire District Memberships
2009-015	Jan 8, 09	Renewals of All Fire District Leases and Recurring Contractual Agreements
2009-016	Jan 8, 09	Authorizing Approval and Payment of Claims
2009-017	Jan 8, 09	Designation of Fire District Bank
2009-018	Jan 8, 09	Review of Expenditures (Calendar Year 2008)
2009-019	Jan 8, 09	Fire District Committee Appointments
2009-020	Jan 8, 09	Appointment of Independent Auditor for Calendar Year 2009
2009-021	Jan 8, 09	Open Government Resolution
2009-022	Jan 13, 09	Approval of Fire Company Events for 2009
2009-023	Jan 13, 09	EMS Equipment/Supplies Purchases
2009-024	Jan 13, 09	Fire District Purchases
2009-025	Jan 13, 09	Attendance at the Harrisburg Fire Expo
2009-026	Jan 13, 09	Appointment of Treasurer / Secretary
2009-027	Jan 13, 09	Annual Inspection Dinner
2009-028	Jan 13, 09	2009 Achievement Awards
2009-029	Jan 13, 09	Entitlement to 2008 Service Award Program
2009-030	Jan 8, 09	Proclamation Honoring Mary Spagnola as Treasurer of the Colden Fire District
2009-031	Feb 7, 09	Resolution Authorizing the Transfer of Funds
2009-032	Feb 10, 09	Approval of Active Roster for Calendar Year 2009
2009-033	Feb 10, 09	Transfer of Funds to the Colden Fire Company (Foreign Fire Insurance Monies 2% Funds)
2009-034	Feb 10, 09	EMS Equipment/Supplies Purchases
2009-035	Feb 10, 09	Fire District Purchases
2009-036	Feb 10, 09	Job Descriptions
2009-037	Feb 10, 09	2009 Achievement Awards (Amended Resolution)
2009-038	Feb 10, 09	Notice of Special Election
2009-039	Feb 10, 09	Purchase of Ambulance
2009-040	Feb 10, 09	Purchase of SCBA Units
2009-041	Feb 10, 09	Purchase of Motorola Minitor Pagers

Register of 2009 Resolutions		
Resolution Number	Date	Description of Resolution
2009-042	Feb 10, 09	Appointment of Fire District Election Inspectors
2009-043	Feb 10, 09	Proclamation commending the Colden Fire Company on its Outstanding Achievements
2009-044	Feb 10, 09	Appointment of Independent Auditor for Calendar Year 2009 (Amended)
2009-045	Feb 10, 09	Appointment of a Financial Consultant
2009-046	Mar 10, 09	Continental Connection Flight 3407
2009-047	Mar 10, 09	EMS Equipment/Supplies Purchases
2009-048	Mar 10, 09	Resolution Commending the Colden Fire Company and Recognizing it's 2008 Awardees
2009-049	Mar 10, 09	Resolution Expressing Appreciation to Calvin Rauch for 45 Years of Service
2009-050	Mar 10, 09	Resolution Expressing Appreciation to Clifford Letson for 40 Years of Service
2009-051	Mar 10, 09	Approval of General Elections – Colden Fire Company
2009-052	Mar 10, 09	Tuition Reimbursement – Jeffrey Ruminski
2009-053	Apr 14, 09	Results of the Special Election
2009-054	Apr 14, 09	Membership to the Colden Fire District – Charles Kramer
2009-055	Apr 14, 09	EMS Equipment/Supplies Purchases
2009-056	Apr 14, 09	Fire District Purchases
2009-057	Apr 14, 09	Purchase of a Fire Rescue 14” Saw
2009-058	Apr 14, 09	Resolution declaring certain fire hoses to be unserviceable property and authorizing disposal thereof
2009-059	May 12, 09	Purchase of Fire Protection Equipment / Supplies
2009-060	May 12, 09	Resolution declaring certain fire hoses to be unserviceable property and authorizing disposal thereof
2009-061	May 12, 09	Commercial Driver’s License Exemption for the Fire Service
2009-062	May 26, 09	Selection of Auditor for Calendar Year 2008
2009-063	Jun 9, 09	Fire Protection Purchases
2009-064	Jun 9, 09	Fire Police Purchases
2009-065	Jun 9, 09	Fire District Purchases
2009-066	Jun 9, 09	Attendance at the NYSAFC 103rd Annual Conference & Expo
2009-067	Jul 14, 09	EMS Equipment/Supplies Purchases
2009-068	Jul 14, 09	A Resolution Accepting Offers for Insurance Coverage for the Fire District for the Period July 1, 2009 to June 30, 2010
2009-069	Aug 11, 09	Change of Status - Firefighter Jeffrey Ruminski
2009-070	Aug 11, 09	Fire Protection Purchases
2009-071	Aug 11, 09	EMS Equipment/Supplies Purchases
2009-072	Aug 11, 09	Fire District Purchases
2009-073	Aug 11, 09	Resolution declaring certain fire hoses and turnout gear to be unserviceable property and authorizing disposal thereof
2009-074	Sep 8, 09	Resolution observing the eighth anniversary of the Terrorist attacks of September 11, 2001
2009-075	Sep 8, 09	Fire District Purchases
2009-076	Sep 8, 09	Appointment of Fire District Election Inspectors
2009-077	Sep 8, 09	Approval of the Draft 2010 Budget
2009-078	Oct 3, 09	Capital Reserve Purchase (Ambulance)
2009-079	Oct 20, 09	Adoption of 2010 Budget
2009-080	Nov 10, 09	EMS Equipment/Supplies Purchases

