

COLDEN FIRE DISTRICT

Board of Fire Commissioners

February 9, 2010

Regular Meeting of the Colden Fire District Board at 7:00 pm,
District Office Building, 8511 Center Road, Colden, New York 14033

1. Call to Order @ 7:03 P.M. The regular monthly meeting of the Commissioners of the Colden Fire District was called to order by the Chairman Jeffrey Shelley in compliance with Article 7 - Open Meetings Law.

2. Pledge of Allegiance to the Flag of the United States of America Led by Chairman Jeffrey Shelley.

3. Roll Call and Affirmation of Quorum: Yes

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

4. Appointment of a new Fire Commissioner - Commissioners Shelley and Walter conducted a search to find a Commissioner to replace Commissioner Belz. A notice was placed in the Springville Journal and posted in the Town Hall. One letter of interest was received and an interview was conducted. They determined that Charles Kramer has many favorable accreditations to include being a Fire Chief.

Resolution # 2010- 026 - Appointment of Fire Commissioner

Commissioner Jeffery Shelley made a motion to appoint Charles Kramer to fill a vacancy on the Board of Fire Commissioners and Commissioner James Walter seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Commissioner Joseph Murray				X
Vote Tally	3	0	0	1

A vote was taken and the appointment of Charles Kramer to the Fire Board was approved.

WHEREAS, Fire Commissioner John Belz passed away and created a vacancy on the Board of Fire Commissioners; and

WHEREAS, Charles Kramer wishes to be appointed to the said position;

RESOLVED, that Charles Kramer is appointed to the Board of Fire Commissioners to fill a vacancy with a term to expire on December 31st, 2010.

Oath of Office for newly assigned Member (Charles Kramer) to the Board of Fire Commissioners.

I (Charles Kramer), due solemnly swear that I will support the Constitution of the United States, the Constitution of the State of New York, and that I will faithfully discharge the duties of Fire Commissioner of the Colden Fire District, to the best of my ability, so help me God.

Oath of Office was administered by Judge William Montgomery February 9, 2010

5. Consent Calendar:

a. Adoption of Agenda

Commissioner Michael Butler made a motion to approve the Agenda as printed and Commissioner James Walter seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Commissioner Joseph Murray				X
Vote Tally	3	0	0	1

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

b. Approval of Minutes from Previous Meeting

- Minutes from meeting held on January 12, 2010

Commissioner Michael Butler made a motion to approve the Minutes as printed and Commissioner James Walter seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Commissioner Joseph Murray				X
Commissioner Charles Kramer			X	
Vote Tally	3	0	1	1

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 February 9, 2010

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

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Commissioner Joseph Murray				X
Commissioner Charles Kramer			X	
Vote Tally	3	0	1	1

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 February 9, 2010

WHEREAS, the Colden Fire District received certain invoices against it by way of vouchers received during the period ending February 9, 2010; 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 James Walter made a motion to approve the All Accounts Payable and Commissioner Charles Kramer seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Commissioner Joseph Murray				X
Commissioner Charles Kramer	X			
Vote Tally	4	0	0	1

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
2010	2880	2/01/2010	National Fuel (Station 2)	331.37	A400-07b
2010	2881	2/01/2010	National Fuel (District Office)	216.07	A400-07b
2010	2882	2/01/2010	Verizon	29.95	A400-07e
2010	2883	2/01/2010	Verizon Wireless	9.71	A400-07d
2010	2884	2/09/2010	Metro Group Inc (Legal Notice Organ Mtg & Schedu)	46.57	A400-06
2010	2885	2/09/2010	Colden Fire Company (Lease)	2000.00	A400-16
2010	2886	2/09/2010	Colden Fire Company (Rehab Hydration)	142.46	A400-03e
2010	2887	2/09/2010	Erie County Board of Elections (Poll Books)	30.00	A400-01
2010	2888	2/09/2010	Emergency Equipment Services (Vehicle Repairs)	511.90	A400-09
2010	2889	2/09/2010	NYS Association of Fire Chiefs (Membership Fees)	70.00	A400-04
2010	2890	2/09/2010	Suburban Oxygen Supply	235.00	A200-03
2010	2891	-	Void	0	-
2010	2892	-	Void	0	-
2010	2893	2/09/2010	NYSEG	39.88	A400-07

Year Funds Obligated	Claim Number	Date	Description of Transaction	Cost	Account Line
2010	2894	2/09/2010	NYSEG (Station 2)	315.13	A400-07
2010	2895	2/09/2010	Al Rothenberg (District Heating Upgrade)	950.00	A400-08b
2010	2896	2/09/2010	ECFDOA (Membership Dues)	150.00	A400-04
2010	2897	2/09/2010	AFDSNY (Membership Dues and Directory)	285.00	A400-03b
2010	2898	2/09/2010	Dival (Gas Detector Calibration)	216.00	A400-09
2010	2899	2/09/2010	Lowes (Batteries for Helicopter Landing Lt)	46.44	A200-2
2010	2899	2/09/2010	General Welding (O2 Tank Tie down Straps)	49.56	A200-2
			Total	\$5,675.04	

6. Correspondence and communications received:

- a. NYS Public Entities Safety Group 497 letter about loss run, Current list of claims and Revised renewable VFBL rates.
- b. VFIS News Letter.
- c. Association of Fire Districts of NYS Meeting notice April 15 – 18, 2010 package.
- d. NYS Insurance Department letter about Foreign Fire Tax updates for 2010. Form update due into Albany by 1 April 2010. This Form was given to Commissioner Butler.
- e. Erie County Fire District Officers Association meeting 17 March 2010.

7. Committee Reports

- Personnel Committee – James Walter – A letter was composed and presented to the members of the Colden Fire Company at their monthly meeting February 1, 2010. This letter addressed the District's views on active members and OSHA drills.
- Finance Committee – None
- Capital Improvement Committee – Jeffery Shelley – District office heating has been upgraded to include heating the District office part of the building.
- Insurance Committee – None
- Legal Committee –None

- Apparatus, Driver Certification, Communications, and Maintenance Committee – Jeffery Shelley - With 40 days into the 2010, we spent \$927.90 on unscheduled repairs (8% of our maintenance budget for 2010). Maintenance report follows:

Colden 1 (Engine) – Mission Capable
Colden 2 (Engine) – Mission Capable
Colden 3 (Engine) – Mission Capable
Colden 7 (Rescue) – Mission Capable
Colden 8 (Ambulance) – Mission Capable
- Executive Board Committee – None
- Service Award Committee – Michael Butler – LOSAP information has been forwarded to Dave Stromecki on two new members. Commissioner Butler also gave Gerald Pietraszek the latest benefit figures.
- Hazardous Materials Committee – None
- Training Committee – Michael Butler - submitted a copy of the proposed ambulance training route for training all ambulance drivers this year.
- Foreign Fire Insurance Monies 2% Funds Committee –Michael Butler was given a Foreign Tax Update form to be completed and mailed by April 2010 confirming the boundary of the Colden Fire District.
- Grants Committee – James Walter – Still gathering information on PPE members are currently using. Once Assistant Fire Chief Hyde has completed his inspections decisions will be made on the needs of the Fire Service for equipment to purchase from the grant received this past year. Commissioner Butler presented his case to continue to purchase the latest Turn-out gear from Sperian.
- Public Protection Classification (PPC) Committee –Jeffery Shelley – Requested the Jody Feidt contact the ISO inspector to find out where the District is in upgrading its rating.
- Medical Readiness –Michael Butler – OCCUSTAR has been scheduled to give the annual physicals on April 12, 2010. All active Fire Company members must get a physical. Ron Smith inquired about the need to fit the N95 annually. Commissioner Butler will research the subject.

8. Reports

a. Fire Chief - Number of Fire Calls: 1

Status of Call/Drill sign-in sheets for January 2010: Received

Requests to take equipment out of the District - None

Support of Special Events: Doug Hyde added that the Town of Colden will be conducting a Baby-Sitting course at Station 1 on February 18 & 19, 2010.

Comments: Chief Feidt welcomed Commissioner Kramer to the Board. The Purchasing Committee for the projected purchase of a new Rescue 7 has met and will present spec required on the new vehicle at March's District Meeting.

b. EMS Chief - Number of First Aid Calls: 13

Comments: CON paperwork from REMAC has been sent to Scott Wonder and should be back shortly. Jody and Jeff will need to sign the remaining paperwork and send it to DOH.

c. Safety Officer – (Gerald Pietraszek) – No report.

d. President of the Auxiliary (Mrs. Joyce Strauss) – No report.

e. Fire Police (Henry Solak) – Requested that Dan Wurster be added to the roles of Fire Police. He has completed the Fire Police Training Course.

f. President of the Fire Company (Susanne Pietraszek) - Still waiting on the Fire Company Lawyer for the lease to be completed. Fire Company is willing to continue on the Gentleman's agreement currently in place. Susanne also welcomed Charles Kramer to the Board.

9. Purchase Requests (Equipment / Services):

a. **Purchase of Emergency Medical Equipment** - Essential Items needed to support Emergency Medical Services provided by the Colden Fire Company.

Description of Items	Account	Cost
12 Batteries for Helicopter Landing lights	A200-3	\$46.44
1 ea Door Step anti-slip for Ambulance	A200-3	\$ 1.56
3 ea Ratchet Straps of Ambulance O2 Bottle	A200-3	\$48.00
	Total Cost	\$96.00

Resolution # 2010- 027 – Purchase of Fire Protection Equipment / Supplies

Commissioner James Walter made a motion to approve the purchases and Commissioner Charles Kramer seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Commissioner Joseph Murray				X
Commissioner Charles Kramer	X			
Vote Tally	4	0	0	1

BE IT FURTHER RESOLVED, that the Colden Fire District will acquire the above listed items pursuant to the Fire District's Procurement Policy and in accordance with New York State Purchasing Guidelines.

A vote was taken and the motion to authorize the purchases was approved.

d. **Fire District Purchases:** Essential Items needed to support the Colden Fire District.

Description of Items	Account	Cost
Office Supplies (Tape, paper clip, Staples, Ink)	A400-01	\$75.00
	Total Cost	\$75.00

Resolution # 2010- 028 – Fire District Purchases

Commissioner Charles Kramer made a motion to approve the purchases and Commissioner James Walter seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Commissioner Joseph Murray				X
Commissioner Charles Kramer	X			
Vote Tally	4	0	0	1

BE IT FURTHER RESOLVED, that the Colden Fire District will acquire the above listed items pursuant to the Fire District's Procurement Policy and in accordance with New York State Purchasing Guidelines.

A vote was taken and the motion to authorize the purchases was approved.

10. Unfinished Business:

a. (1/12/10) The Rescue / Mini Pumper committee was designated by the Board and it will consist of the Fire Chief and Commissioner Butler. The first step is to identify the extrication and other misc. tools to determine the weight and dimensions so that the proper rescue box can be properly sized to support the components. Fire Chief Feidt will be testing tools in the near future and once the tools are identified, a generic RFP will be produced for advertisement. (2/9/10) Rescue 7 Purchasing Committee consists of Jody Feidt, Ron Smith, Doug Hyde and Michael Butler. Spec information will be presented at the March District Meeting. Jody wants to know how the purchasing of tools will be completed.

b. (1/12/10) Advertisement for the Fifth Commissioner will be accomplished for February meeting. A notice will be published next week in Springville Journal requesting letters of interest to be submitted on or before 2/2/10. Commissioners Walter and Shelley will be on the recruitment Committee. (2/9/10) Appointment of Commissioner Kramer closes this issue.

c. (1/12/10) Commissioner Shelley is working on putting together new Annual truck inventory check list. (2/9/10) Ambulance checklist is completed. Commissioner Shelley is still working on the Truck Checklist. Commissioner Butler suggested that the Voice Actuator check be added to the Truck Captain's checklist.

d. Commissioner Butler is working on price comparison for F500, Boots and other Turn-out Gear.

e. Commissioner Butler inquired about who is contracted to move light bars and radios from one vehicle to another. Two names were established: Wittington and Saia. Prices will be researched.

11. New Business:

Discussion Item # 1 – Assistant Fire Chief Doug Hyde needs to have the high band radio placed in this vehicle. Saia has the radio parts on hand.

Resolution # 2010- 029 – To Upgrade Assistant Fire Chief Vehicle Radio

Commissioner Jeffery Shelley made a motion to have Saia upgrade Assistant Fire Chief Hyde's vehicle radio to include High Band and Commissioner James Walter seconded the motion

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Commissioner Joseph Murray				X
Commissioner Charles Kramer	X			
Vote Tally	4	0	0	1

A vote was taken and the motion was approved

Discussion Item # 2 – Pursuant to SOG II-01 (Achievement Awards), the Fire District will purchase sixteen plaques honoring 2009 awardees. Funds would come from Account 400-19 (Contingency Funds). Individual awards will not exceed \$30.00 per awardee. Budget estimate is 15 awards x \$15.00 = \$450.00.

Resolution # 2010- 030 – 2010 Achievement Awards

Commissioner James Walter made a motion to approve the awards and Commissioner Charles Kramer seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Commissioner Joseph Murray				X
Commissioner Charles Kramer	X			
Vote Tally	4	0	0	1

A vote was taken and the motion was approved

Discussion item # 3 – Pursuant to SOG I-25 (Annual Inspection Dinner Costs), The Fire District will sponsor the Annual Inspection Dinner for the membership of the Colden Fire Company. Annual Inspection Dinner is tentatively scheduled for the month of March 2010. Funds would only be utilized for the membership and funds would cover the cost of appetizers and dinner. Funds would come from Account 400-19 (Contingency Funds) in the estimated amount of \$900.00 (36 firefighters at \$25.00 = \$900.00).

The Colden Fire Company President shall provide a list of attendees within ten days of the banquet in order to receive remuneration

Resolution # 2010- 031 – 2010 Annual Inspection Dinner

Commissioner James Walter made a motion to sponsor the Annual Inspection Dinner and Commissioner Charles Kramer seconded the motion

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Commissioner Joseph Murray				X
Commissioner Charles Kramer	X			
Vote Tally	4	0	0	1

A vote was taken and the motion was approved

12. Public Comments:

a. Michael Schneider reported that the Association of Fire Districts of the State of New York has been notified of the Death of John Belz. Erie County Fire District Officers Association has been given a current list of District Officers. Commissioners Murray and Kramer have been registered for the Mandatory Commissioners training course on May 1, 2010 at Erie County Fire Training Center. A current list of Fire Police has been submitted to NYS Division of Criminal Justice Services.

b. Doug Hyde turned in the incident report list from Red Alert to date. He also submitted a list of individuals with driver license and required file information.

13. Next Regular Board Meeting: Tuesday, March 9, 2010 at 7:00 PM at the District Office.

14. Adjournment @ 8:34 P.M. With no further business to conduct, Commissioner Michael Butler made a motion to adjourn the meeting and Commissioner Charles Kramer seconded the motion.

Board Member	AYES	NAYS	ABSTAIN	ABSENT
Chairman Jeffrey Shelley	X			
Commissioner James Walter	X			
Commissioner Michael Butler	X			
Commissioner Joseph Murray				X
Commissioner Charles Kramer	X			
Vote Tally	4	0	0	1

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 its 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.

