

**COLDEN FIRE DISTRICT**  
**Board of Fire Commissioners**  
**Minutes – February 13, 2024**

**ATTENDEES:** Chair Gloria Marinaccio - Excused  
 Vice-Chair George Abraham  
 Commissioner Jeffrey Shelley - Late  
 Commissioner Jan A. Jarecki  
 Commissioner Ronald Smith  
 Treasurer/Secretary Michael Schneider

Chairman Abraham opened the Colden Fire District’s regular meeting at 7:00 PM, led the Pledge of Allegiance & Moment of Silence for our servicemen and First Responders; thanked everyone for attending.

**Roll Call and Affirmation of Quorum:** Yes

**Public Attendance:** Patrick Murphy, Brian Sudyn, Brian O’Connor, Gerald Pietraszek

**1. Approval of Minutes from Previous Meetings** - Approval of Minutes (Regular Meeting January 9, 2024) Commissioner Smith made a motion to approve the Minutes as printed and Commissioner Jarecki seconded the motion. Marinaccio-Excused, Abraham-Yea, Shelley-Excused, Jarecki-Yea, Smith-Yea Motion Approved

**2. Approval of Financial Actions for the Month of January 2024**

a. Approval of Treasurer’s Report (Monthly Financial Report) as of February 1, 2024

b. Approval to Transfer Funds:

From Account	To Account	Amount
General Savings	Checking	\$22,000.00
SCBA Reserve	Checking (12-SCBA Tanks)	\$17,052.00
Emergency Repair Reserve	Checking (Generator)	\$ 4,519.40

c. Funds Received

Agency	Credit Description	Funds	Year
EC BOE	2023 General Election Building use	\$ 100.00	2024
NYSIF	2022/2023 Dividend for 12348306	8,280.97	2024
NYSIF	2022/2023 Dividend for 12348280	242.85	2024

d. Approval of Bills Ratification of District Accounts Payable for the month:

Year Funds Obligated	Claim Number	Date	Description of Transaction		Account Line
2024	3289	1/15/2024	Verizon (iPad and Tablets)	\$ 99.99	A3410.415
2024	3290	2/1/2024	National Fuel (Sta 2 & District Office)	\$ 348.14	A3410.413
2024	3291	2/1/2024	Charter Communication (Internet)	\$ 129.99	A3410.430
2024	3292	2/13/2024	NYSEG (District Office & Station 2)	\$ 410.70	A3410.412
2023/4	3293	2/13/2024	Elan Financial Svc (\$238.48)		
2023	3293	2/13/2024	Office Depot (Toner & Envelopes)	\$ 138.48	2023 A3410.401
2024	3293	2/13/2024	AFDSNY (Comm. Tng)	\$ 100.00	A3410.403
2023/4	3294	2/13/2024	DiVal Safety & Supplies (Gas Mon & Scott Tanks)	\$ 17,202.95	23 SCBA RES\$17052 A3410.420\$150.95
2024	3295	2/13/2024	Saia Communication (Antenna Repair)	\$ 140.34	A3410.420
2024	3296	2/13/2024	Springville Journal (legal notice - Schedule)	\$ 50.96	A3410.410
2024	3297	2/13/2024	Southtown Tireman (Headlights Replaced on Amb)	\$ 220.00	A3410.420
2024	3298	2/13/2024	Town of Colden (Chart Tablet & Refuse)	\$ 229.19	A3410.401\$14.02 A3410.418\$215.17
2024	3299	2/13/2024	Brown & Stromecki (Cancer Insurance)	\$ 4,230.00	A3410.423
2023	3300	2/13/2024	Occustar (FF Physical, Back to Work)	\$ 111.00	2023 A9060.85
2024	3301	2/13/2024	Zoll Medical Corp (Service Plan on Monitor & padz)	\$ 1,809.80	A3410.416\$1695. A3410.22 \$ 114.80
2024	3302	2/13/2024	Penn Power System (Gen Svc for Broke Handle)	\$ 761.40	A3410.420
2024	3303	2/13/2024	WNY Computer Svc (Lenovo Ideapad Comp)	\$ 888.58	A3410.20
2023	3304	2/13/2024	Witmer Public Safety (Safety Vests & Hoods)	\$ 1,783.89	2023 A3410.20
2024	3305	2/13/2024	EMS Technology Solutions (Inventory Mgmt)	\$ 1,800.00	A3410.416
2023	3248	11/14/2023	Void (Lost In Mail \$1,661.77)		
2023	3306	2/14/2024	Stryker Sales, LLC (PM and Parts for Chair & Cot)	\$ 865.00	2023 A3410.420
2024	3307	2/13/2024	Verizon (iPad and Tablets)	\$ 99.99	A3410.415
<b>Total</b>				<b>\$ 31,420.40</b>	

e. Fire District Assets: as of February 1, 2024

4,053.12	M&T Checking Account
140,149.94	M&T General Fund Savings
104,230.40	2023 LOSAP CD (Matures 6/23/2024)
27,684.05	Capital Reserve Account –Repair Res. (Matures: 10/30/24)
721,928.69	Capital Reserve Account – Apparatus (Matures: 04/18/24)
30,429.30	Capital Reserve Account – ISO
16,624.25	Capital Reserve Account – Unrestricted
80,087.81	Capital Reserve Account –SCBA/PPE(Matures: 11/01/24)
<u>3,171.24</u>	Capital Reserve Account – Morale (Matures: 06/28/24)
<b>\$1,128,358.80</b>	<b>Total Monetary Assets</b>

Commissioner Smith made a motion to approve and ordered the Treasurer to complete the above listed financial actions and Commissioner Jarecki seconded the motion. Marinaccio-Excused, Abraham-Yea, Shelley-Excused, Jarecki-Yea, Smith-Yea Motion Approved

**3. Correspondence and communications received:**

- a. Employee W2s have all been distributed and W3 filled with Social Security.
- b. AFDSNY Fire District Affairs Dec 2023-Jan 2024 has been received.
- c. Uline catalogue fall/winter 2023-2024
- d. Letter from Ford concerning our 2011 F-550 vehicle: Offering a free reprogramming of the Powertrain Control Module if either the vehicle has failed an I/M test due to the presence of diagnostic troubles or vehicle sale notification is completed and the vehicle will be going to California or Delaware and is currently causing the Service Engine Soon Light is Illuminated.
- e. Letter from M&T Bank stating that they are changing from Bank of New York Mellon Collateral to Wilmington Trust N.A. for all the District's Collateralized deposits. Finally we can get the address correct. The terms of the triparty agreement will remain the same.
- f. Certificate of Liability Insurance from the Environmental Service Group.
- g. W2 issued to each W2 Employee. W3 submitted to Federal Government.
- h. Mailed to M&T Bank the District's approval to accept Wilmington Trust N.A. as third party custodian agreement.
- i. Certificate of Calibration for Portagas Detector MA219-041349 good until 12/2025
- j. Received tentative billing agreement HIPAA agreement from Professional Ambulance Billing LLC
- k. Grainger Catalogue for Spring 2024
- l. AFDSNY Election for Director of Region VI ballot and voting information. Due in before March 1, 2024
- m. Letter from James (Huey) McCullough requesting that we vote him in as Director for AFDSNY Region VI Director
- n. Invoice (3d time) from MultiMed Billing Service Inc, for a Contract ALS Fly Car from Orchard Park Fire District EMS on June 5, 2023 Run Number 23-103057. CFD has a Mutual Aid Agreement with Orchard

Park and in it we do not have to pay for that service because we do not charge for the ambulance service.

- o. Letter to OPFD EMS explaining why we are not paying their \$600.00 Invoice for a Mutual Aid EMS assist.
- p. Message from Michael Chelus ESQ, District's Attorney, who review the two (2) Contracts from Professional Ambulance Billing LLC. Contracts are good, no need to change anything.
- q. Telephone call from NYSLRS setting up Enhanced Reporting Training which is a four step process. It appears that the newest change is that all employees need to be reported each pay period instead of just those who are in the NYSLRS system.
- r. Letter from Bill Graczyk who is running for Director of Region 6 of AFDSNY requesting we vote for him.
- s. First session of NYSLRS Enhanced Reporting took place for the Secretary/treasurer on February 2, 2024 at 0900 hours. Next training scheduled for February 14, 2024 at 1100 hours
- t. Incident Report for a member of CFC from December 13, 2023 for filing.
- u. Advertisement from Emerling Ford stating that the CFD Ambulance may need servicing.
- v. 2023 Financial Records delivered to Allied Financial Partners for the annual audit.
- w. Letter from Robert Monkelbaan, current Director for Region 6 of AFDSNY, also running for one (1) of the two (2) Director positions open. The previous second Director died this past year.
- x. Quote concerning the repair of the Station 2 Generator is \$3,758.00 to include FOB, Startup, Testing and Training with a lead time of 6-8 weeks. No installation is included because it involves further coordinating with an electrical contractor.
- y. Results of the NYSIF audit for policy 12348306 bottom line the total premium will be \$22,,924.70
- z. Correspondence for the repair of the Station 2 generator continues. Now looking for a qualified electrician.

- aa. Letter from NYS Workers' Compensation Board: Notice of Conciliation Decision for authorizing a payment of \$450.00 to Andrew Marc Tetro. Decision will become final 13 Mar 2024 so any objections can be reviewed.
- bb. Switch handle broke and it in turned broke the ATS circuit breaker and a quote will follow. Also they need updated contact information since Toby Ruminski is gone.
- cc. Letter from NYSIF explaining the recent dividend the District received which totaled 37.5% of 7/2022-7/22023 year's amount.
- dd. Final signed copy of the Wilmington Trust agreement

#### 4. Committee Reports

- Personnel, Insurance, Service Award Committee – Nationwide Statement for January 31, 2024 indicated an Employer Discretionary Withdrawal of \$7,160.00, the normal monthly benefits paid. An analysis of the District's Nationwide account:
 

\$ 723,630.10	Opening Value on 01/01/2024
104,230.40	Contribution & Interest to CD be made in 2023
(854.29)	2023 Investment Gains to December 31, 2023
<u>(7,160.00)</u>	Pensions paid out through January 31, 2024
\$ 819,846.21	Total Account Value on 12/31/2023
Additional Program Expenses:	
\$ 881.12	Nationwide Advisory Fees-to-Date for 2024
\$ 2,164.16	Jan 1, 2024 to Date FireFly Admin Fees
- Maintenance of Buildings and Apparatus, Driver Certification, Communications Committee – With 44 days into the 2024 year the District spent \$1,272.69 from A3410.420 on repairs.
  - Eng. 2 Horn does not work (Jan 24)
  - Eng. 2 Could not start portable Pump (Jan 24)
  - Eng. 2 Only 3 Hand lights (Jan 24)
  - Res 5 Phone Inoperable (Jan 24)
- Executive Board Committee – Next meeting will be held on February 26, 2024

- Training Committee – Training Schedule for this coming month:  
 Feb 12, 2024 – PPE Inspection @ 6 PM and OSHA Part 1 @ 7 PM  
 Feb 19, 2024 – PPE Insp @ 6 PM and OSHA Part 2 @ 7 PM  
 Feb 26, 2024 – Vehicle Inventory
- Standard Operating Guideline (SOG) Committee – Reviewed and Updated SOG in Discussion section
- Medical Readiness – Only one Member missing the physical
- Privacy Officer – No Report

**5. Fire Company Readiness**

Personnel	Authorized	Beginning Strength	Gains for Month	Losses for Month	Ending Strength	Percent
Firefighters	37	22	0	0	22	59%
EMS	11	6	0	0	6	55%
Fire Police	10	8	0	0	8	80%
Total	58	36	0	0	36	62%

Non Deployable Status	
Medical/OSHA	4
Extended Leave	0

Medical (Physicals)		
Scheduled	Completed	Medical %
36	32	90%

Deployable Firefighters (32/36) %		89%		Average Age (29 Members)		59.43 Y 0 A
Equipment	Authorized	On Hand	Equipment Percentage	Mission Capable		Readiness Percentage
				FMC	NMC	
Engine 1	1	1	100%	1	0	
Engine 2	1	1	100%	1	0	
Engine 3	1	1	100%	1	0	
Tanker 5	1	1	100%	1	0	
Rescue 7	1	1	100%	1	0	
Ambulance 8	1	1	100%	1	0	
<b>Overall</b>	6	6	100%	6	0	<b>100%</b>

Training Status	Strength	Firefighter One	In-House Training	EMT	Fire Police	Percent
Firefighters	22	11	12	0	0	69%
EMS	6	0	1	5	0	83%
Fire Police	8	0	2	0	6	75%
Total	33	11	15	5	6	86%

<b>Number of Fire Responses</b>	<b>15</b>
<b>Number of EMS Responses</b>	<b>10</b>
<b>Total for the Month of Jan 2024</b>	<b>25</b>

<b>2024 Total Responses</b>
<b>25</b>

**Recruitment Activities for Month:** Advertised on both Fire Company Marquees, and sponsored the Boy Scout bottle return drive, Colden Concerts 2024 and BOLO Food Distribution.

- a. Fire Chief: CFC did not receive the annual DEC Grant this year

Call/Drill sign-in sheets for January 2024 have been received.

Support of Special Events: 24 Feb 24 – CFC Bowling Event  
10 Mar 244 – Pancake Breakfast

- b. EMS Chief: Congratulations to Sal Polizzi for passing the NYS EMT Course. Sal has also agreed to fill the position of EMS Captain. New Member Jordan Gusch should be taking her NYS EMS test in March 2024

- c. Safety Officer: No Report

- d. President of the Auxiliary: No Report

- e. Fire Police: No Report

- c. President of the Fire Company: Requesting an Executive Session at the end of the meeting.

**6. Purchase Requests (Equipment / Services):**

Description of Items	Account	Cost
Pad of Chart Paper	A3410.401	\$15.00
EMS Bag Organizer w/separate O2 Carrier and locks	A3410.22	140.00
30 pr. Extrication Gloves	A3410.21	900.00
2 ea. Safety Vests	A3410.21	100.00
<b>Total Estimated Cost</b>		<b>\$1,155.00</b>

**Resolution # 2024- 030 – Fire District Purchases**

Commissioner Jarecki made a motion to approve the purchases and Commissioner Smith seconded the motion: Marinaccio-Excused, Abraham-Yea, Shelley-Excused, Jarecki-Yea, Smith-Yea Motion Approved

**7. Unfinished Business:**

- a. Equipment defects that need to be addressed:
- Antenna needed for marquee at Station 2 (part order and replaced District will receive an invoice soon) Works intermittently, still watching as of January Mtg. Antenna replaced by one in stock but, the upper two (2) panels on the board are still only working intermittently.
  - Recommended Under Coating Engine 1 and 3 (Waiting on Town Board approval). New vehicle arriving this June, need to coordinate with Town Garage.
  - Rescue 7 Two (2) portable radio chargers inop. (can order if desired???)
  - Recall on Ambulance Steering Osculation problem (May 2023) gave letter to Commissioner Shelley. Waiting parts per service station (Dec 2023)
  - Safety Concern Sta. 2 Man Door Entrance – Piece of metal, about 4 Foot up, on the wall that sticks out about 2” on opening side of door (West side), cuts arms.
  - Ambulance sent to Colden Ent. for painting repair (Jan 2024)
  - Sta. 2 Generator Switch Handle broke (Jan 2024)

**Gorman Problems:** Completed during 2023 annual inspection

**Items on Comm. Shelley’s List:**

- Eng. 2 Missing a Radio Charger (4 Radios and 3 Chargers) One radio went to an EMT with a charger and another charger broke
- Eng. 2 Missing the Submersible Pump (Put on Eng.3) (Comm. Shelley Working a list of known ongoing items)

**SCBA Problems:**

- Eng. 2 only has 3 SCBA Masks (Sm, Med & Lg.) w/5 packs
- Eng. 2 one (1) SCBA Tank needs filling



- Eng. 1 Missing one (1) SCBA Bottle
- SCBA Bottle 106 outer shell epoxy damaged
- Eng. 3 SCBA Bottle 126 off the vehicle

## 8. New Business:

**Discussion item # 1** – AFDSNY Mini Summit will be held in Erie County at the South Line Fire Department #10, 1049 French Road, Cheektowaga, NY May 3 & 4, 2024. More information to come.

**Discussion item # 2** – PROCEDURE ON FOIL APPEALS: NOTICE TO COMMITTEE ON OPEN GOVERNMENT: Fire districts and volunteer fire departments fall under the scope of the Freedom of Information Law (FOIL). FOIL encompasses a series of statutes designed to grant citizens access to records held by their state and local governments. Courts have recognized that entities such as volunteer fire departments, undertaking governmental functions on behalf of a local government or state political subdivision, may also be subjected to records access under FOIL. *Westchester Rockland Newspapers, Inc. v. Kimball*, 50 N.Y.2d 575, 579, 408 N.E.2d 904, 906 (1980). All entities subject to FOIL must establish a procedure to accept and process requests for access to records.

Motion Tabled for further research

**Discussion item # 3 – Resolution # 2024-031 – SOG Review:** The following CFD SOGs have been review and updated as noted.

- SOG 1.01 – Purpose and Responsibility
- SOG 1.02 – Adopting and Modifying SOGs
- SOG 1.03 – Fire District Mission Vision and Pride Statements
- SOG 1.04 – Code of Conduct
- SOG 1.05 – Obedience to Orders
- SOG 1.06 – Personal Appearance
- SOG 1.07 – Fire District Safety Statement
- SOG 1.08 – Code of Ethics
- SOG 1.09 – Sexual Harassment Statement

Commissioner Smith made a motion to accept the Review and Updating of the dates and Commissioner Jarecki seconded the motion. Marinaccio-Excused, Abraham-Yea, Shelley-Excused, Jarecki-Yea, Smith-Yea Motion Approved

**Discussion item # 4 – Resolution # 2024-032 – Approval of Service Award Credit for Calendar Year 2023:** There was one challenge, investigated by

Commissioner Smith and CFC President Pietraszek. They found that Megan Jarecki was dropped from the list in error and will be corrected.

Commissioner Smith made a motion to approve a list of firefighters that achieved Service Award Credit for 2022 and Commissioner Abraham seconded the motion. Marinaccio-Excused, Abraham-Yea, Shelley-Yea, Jarecki-Abstained due to daughter involved, Smith-Yea Motion Approved

A vote was taken February 13, 2024 and the following resolution was approved:

WHEREAS, the Colden Fire District Service Award Program was approved by referendum in 1998, updated by mandatory referendum in 2021; and

WHEREAS, Article 11-A of the New York State General Municipal Law requires that a list of members of the Fire District who earned a good year of service credit during 2023 and

WHEREAS, the Board of Fire Commissioners approved the list on February 13 2024, this list was posted for no less than 30 days in both Station 1 and Station 2 (January 9 until February 13, 2024), any additional changes will be noted, and

WHEREAS, Posting was announced in the Company Meeting and message sent over the pager to everyone in the Company, and

WHEREAS, the list will be submitted to David Stromecki to be forwarded to the LOSAP Administrators for program updating

NOW THEREFORE, be it RESOLVED by the Commissioners of Colden Fire District, in the Town of Colden, County of Erie, the following Active Firefighters are entitled to the Service Award Credit for Calendar Year 2023:

<u>Last Name</u>	<u>First Name</u>	<u>Last Name</u>	<u>First Name</u>
DePasquale	James	DePasquale	Carrie
Feidt	Jody	Cole	Alyssa
Hall	Charles	Marinaccio	Gloria
Murphy	Patrick	Hyde	Douglas
Pietraszek	Gerald	O'connor	Brian
Robertson	Michael	Offhaus	Mark
Schneider J	Michael	Sudyn	Chrissy
Schneider S	Michael	Shelley	Jeffrey
Shelley	Kevin	Smith	Ronald
Spagnola	Michael	Sudyn	Brian
Walter	James		

**Discussion item # 5 – Resolution # 2024-033 – Annual Inspection Dinner -** Pursuant to Town Law 176d, The Fire District will sponsor the Annual Inspection Dinner April 6 2024 for the membership of the Colden Fire Company. Funds would only be utilized for the firefighters and the cost of appetizers and dinner. Funds will come from Account A3410.409 (Public Drills, Parades, Inspections, & Awards) in the estimate amount of \$900.00 (36 Active Firefighters NTE \$25.00 per firefighter).

Commissioner Jarecki made a motion to support the annual inspection dinner with \$25.00 per member and Commissioner Smith seconded the motion. Marinaccio-Excused, Abraham-Yea, Shelley-Excused, Jarecki-Yea, Smith-Yea Motion Approved

**Discussion item # 6 – Resolution # 2024-034 – 2023 Achievement Awards -** Fire Company presented the District with their needs for the Installation Dinner. Pursuant to Town Law 176d, the Fire District will purchase awards honoring 2023 awardees. Funds will come from Account A3410.409 (Public Drills, Parades, Inspections, & Awards). Awards will not exceed a total cost of \$500.00 to the District. Guidance is contained in SOG II-01 (Achievement Awards).

Commissioner Smith made a motion to pay up to an amount NTE \$500.00 to recognize certain CRFC Members for their efforts during 2023 and Commissioner Jarecki seconded the motion. Marinaccio-Excused, Abraham-Yea, Shelley-Excused, Jarecki-Yea, Smith-Yea Motion Approved

**Discussion item # 7– Resolution # 2024-035 – 2024/2025 Colden Fire Company Announced Candidate Officers** are as follows:

Line Officers

Chief – Brian Sudyn  
9-1 - James DePasquale  
9-2 - Brian O'Connor  
9-3 -

Executive Officers

President – Gerald Pietraszek  
Vice-President – James Walter  
Secretary – Carrie DePasquale  
Treasurer – Ronald Smith  
Co-Chaplain – Edward (Smokey) Kruszczymski  
Co-Chaplain – Kevin Shelley

Southwestern Association – James and Carrie DePasquale

Erie County Fire Association – Gerald & Sue Pietraszek  
Fire Association of NYS – Brian Sudyn & Brian O'Connor

Commissioner Smith made a motion to approve those Members who have chosen to run for the different CFC Offices and Commissioner Jarcecki seconded the motion. Marinaccio-Excused, Abraham-Yea, Shelley-Excused, Jarecki-Yea, Smith-Yea Motion Approved

**Discussion item # 8**– AFDSNY Election of two (2) Directors for Region VI mail in ballot due before March 1, 2024. This year CFD voted for Bill Graczyk and James McCullough

**Discussion item # 9**– Ambulance Billing Program: Draft Contract Agreement has been presented to the Commissioners. It also included an HIPAA Business Association agreement. This agreement is with Professional Ambulance Billing, LLC out of Amherst, NY. A second Company, MultiMed Billing Service from Baldwinsville, NY has suggest CFD look at them.

Motion Tabled until all Companies that do the billing have been researched.

**Discussion item # 10**– **Resolution # 2024-036 – Changing Collateralized Deposits to Wilmington Trust N.A.:** Letter from M&T Bank stating that they are changing from Bank of New York Mellon Collateral to Wilmington Trust N.A. for all the District's collateralized deposits. Finally we can get the address correct. The terms of the triparty agreement will remain the same. If we don't go along with the bank we will have to change banks. A vote was taken via email and now in public.

Commissioner Smith made a motion to Approve M&T Bank's decision to change Collateralized Deposits to Wilmington Trust N.A. and Commissioner Jarecki seconded the motion. Marinaccio-\_\_\_\_\_, Abraham-\_\_\_\_\_, Shelley-\_\_\_\_\_, Jarecki-\_\_\_\_\_, Smith\_\_\_\_\_ Motion Approved/Disapprove/Tabled

**Discussion item # 11**– **Resolution # 2024-037 – Declare an Emergency to pay for the repair of Generator:** Station 2 Emergency Generator fell apart right when it was needed for a power outage in the extremely cold weather. It is assumed that with all the brown outs that occurred, the on/off of the old switch gave out. To date we have paid \$761.40 for an analysis and the estimate for parts to repair came in at \$3,758.00 plus the cost of the Electrician, total NTE to exceed \$10,000.00.

Commissioner Smith made a motion to declare an emergency repair to the generator with a cost NTE \$10,000.00 and Commissioner Jarecki seconded the motion. Marinaccio-Excused, Abraham-Yea, Shelley-Excused, Jarecki-Yea, Smith-Yea Motion Approved

**Discussion item # 12**– Legal Notice PM **Move Funds from SCBA/PPE Reserve to Checking:** Twelve (12) SCBA tanks reached their useful life at the end of December 2023. New replacement tanks are required. CFD will be moving \$17,052.00 from the SCBA Reserve Account to Checking. Michael Schneider, Secretary, Colden Fire District

**Discussion item # 13**– **Resolution # 2024-038 – Terminating a Volunteer Member:** A matter of concern has been presented to the Commissioners involving a probationary Member. The Town of Orchard Park Police submitted a Complaint Information against this individual while operating his mother’s vehicle. Chief Sudyn investigated the matter and suspended the individual for thirty (30) days. Commissioners found the behavior inappropriate for any member of a public volunteer organization and decided to recall the membership. A letter will be sent to the individual requesting they disable their Blue Lights, turn in all their gear and key. The Commissioners also agreed to allow this individual to reapply for membership in a year and they will take another look at them.

Commissioner Smith made a motion to terminate the probation individual mentioned in the OP Complaint Information for the appearance of impropriety and Commissioner Jarecki seconded the motion. Marinaccio-Excused, Abraham-Yea, Shelley-Yea, Jarecki-Yea, Smith-Yea Motion Approved

**Discussion item # 14**– Commissioner Shelley wants to have his Vehicle Purchasing Team to start the process of looking for a vehicle. First step is determining the needs over the next 20-Years. He will put together his thoughts and the can start from there in March 2024.

## **9. Executive Sessions:**

Commissioner Smith made a motion to adjourn to an Executive Session to Discuss a Personnel Issue and Commissioner Jarecki seconded the motion. Marinaccio-Excused, Abraham-Yea, Shelley-Yea, Jarecki-Yea, Smith-Yea Motion Approved

Recess to Closed Session @ 8:15 PM

Reconvene to Open Session @ 8:40 PM

**10. Public Comments:** None

**11. Next Regular Board Meeting:** Tuesday March 12, 2024 at 7:00 PM in the District Office.

**12. Adjournment @ 8:48 P.M.** With no further business to conduct, Commissioner Smith made a motion to adjourn the meeting and Commissioner Jarecki seconded the motion. Marinaccio-Excused, Abraham-Yea, Shelley-Excused, Jarecki-Yea, Smith-Yea Motion Approved

COLDEN FIRE DISTRICT

MEETING AGENDA

1. Approval of Minutes from Previous Meetings
2. Approval of Financial Transactions for the Month
  - Approval of Treasurer's Report (Monthly Financial Report)
  - Approval of Bills (Ratification of District Accounts Payable)
  - Approval of Refunds/Credits
  - Fire District Assets
3. Correspondence and communications received
4. Committee Reports
  - Personnel Committee, Insurance, Service Award Committee
  - Maintenance of Buildings and Apparatus, Driver Certification, Communications Committee
  - Executive Board Committee
  - Training Committee
  - Standard Operating Guideline (SOG) Committee
  - Medical readiness Committee
5. Fire Company Readiness
  - Fire Chief
  - EMS Chief
  - Safety Officer
  - President of the Auxiliary
  - Fire Police Captain
  - President of the Fire Company
6. Purchase Requests (Fire Company/District)
7. Unfinished Business (Open Issues):
8. New Business
9. Executive Session (Personnel Issues)
10. Public Comment
11. Next Meeting
12. 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.



<b>Register of 2024 Resolutions</b>		
<b>Resolution Number</b>	<b>Date</b>	<b>Description of Resolution</b>
2024-001	Jan 4, 24	Appointment of Chairperson for Calendar Year 2024
2024-002	Jan 4, 24	Appointment of Vice-Chairperson for Calendar Year 2024
2024-003	Jan 4, 24	Adoption of Agenda
2024-004	Jan 4, 24	Adoption of Robert's Rules of Order
2024-005	Jan 4, 24	Appointment of Treasurer/Secretary
2024-006	Jan 4, 24	New ROA & Standard Day Filing to NYS
2024-007	Jan 4, 24	Appointment of Records Managers
2024-008	Jan 4, 24	Appointment of District Custodian
2024-009	Jan 4, 24	Authorizing Appointment of Attorney for Calendar Year 2024
2024-010	Jan 4, 24	Designating Surety Bonding for the Treasurer of the Colden Fire District
2024-011	Jan 4, 24	Authorizing Regular Meeting Schedule for Calendar Year 2024
2024-012	Jan 4, 24	Designation of Official Newspaper for Publications for Calendar Year 2023
2024-013	Jan 4, 24	Authorizing Per Diem and Mileage Reimbursements (67.0 Cents)
2024-014	Jan 4, 24	Authorizing Advance Travel Payments
2024-015	Jan 4, 24	Appointment of Fire District Purchasing Agents
2024-016	Jan 4, 24	Fire District Memberships
2024-017	Jan 4, 24	Renewals of All Fire District Lease and Recurring Contractual Agreements
2024-018	Jan 4, 24	Authorizing Approval and Payment of Claims
2024-019	Jan 4, 24	Designation of Fire District Bank
2024-020	Jan 4, 24	Review of Expenditures (Calendar Year 2023)
2024-021	Jan 4, 24	Fire District Committee Appointments
2024-022	Jan 4, 24	Appointment of Independent Auditor for Calendar Year 2023 Records
2024-023	Jan 4, 24	Open Government Resolution
2024-024	Jan 4, 24	Signature Authority
2024-025	Jan 9, 24	Fire District Purchases
2024-026	Jan 9, 24	Unexpected Invoice from OPFD EMS Paid
2024-027	Jan 9, 24	Hose, Ladder and hard Suction testing April 27, 2024
2024-028	Jan 9, 24	SOG 8.01 - Mutual Aid Policy Change/Updated
2024-029	Jan 9, 24	Colden LOSAP Points - Posted
2024-030	Feb 13, 24	Fire District Purchases
2024-031	Feb 13, 24	SOG Review
2024-032	Feb 13, 24	Service Award Credit for 2023
2024-033	Feb 13, 24	Annual Inspection Dinner
2024-034	Feb 13, 24	2023 Achievement Awards
2024-035	Feb 13, 24	2024/2025 CFC Announced Candidates for Office
2024-036	Feb 13, 24	Changing Collateralized Deposits for Wilmington Trust N.A.
2024-037	Feb 13, 24	Declared an Emergency to pay for the repair of generator
2024-038	Feb 13, 24	Termination of a Probation Member