

**COLDEN FIRE DISTRICT**  
**Board of Fire Commissioners**  
**Minutes – June 14, 2022**

**ATTENDEES:** Chair Jan A. Jarecki  
Vice-Chair Ronald Smith  
Commissioner Jeffrey Shelley  
Commissioner Gloria Marinaccio  
Commissioner Charles Kramer  
Treasurer/Secretary Michael Schneider

Chairman Jarecki 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:** Charles Hall, Megan Jarecki, Vincent Nye, James Walter and Gerald Pietraszek

**1. Approval of Minutes from Previous Meetings** - Approval of Minutes (Regular Meeting May 10, 2022) Commissioner Smith made a motion to approve the Minutes as printed and Commissioner Marinaccio seconded the motion. Jarecki-Yea, Smith-Yea, Marinaccio-Yea, Kramer-Yea Shelley-Excused, Motion Approved

**2. Approval of Financial Actions for the Month of May 2022**

- a. Approval of Treasurer’s Report (Monthly Financial Report) as of June 1, 2022
- b. Approval to Transfer Funds:

<b>From Account</b>	<b>To Account</b>	<b>Amount</b>
General Savings	Checking	\$68,000.00

c. Approval of Bills Ratification of District Accounts Payable for the month

Year Funds Obligated	Claim Number	Date	Description of Transaction	Cost	Account Line
2022	5541	6/1/2022	National Fuel (Sta 2 and District Office)	\$314.28	A3410.413
2022	5542	6/1/2022	Charter Communication (Internet)	\$119.99	A3410.430
2022	5543	6/14/2022	NYSEG (Sta 2 & District Office)	\$ 302.87	A3410.412
2022	5544	6/14/2022	Cardmember Service (\$634.48)		
2022	5544	6/14/2022	Made In America Store (Flag)	\$ 62.99	A3410.401
2022	5544	6/14/2022	Amzn Mktp US (10 ea. Helmet Flashlights)	\$ 571.49	A3410.21
2022	5545	6/14/2022	Brown & Stromeck (Insurance)	\$ 25,812.89	A3410.423\$24812.89 A9040.83\$ 1000.00
2022	5546	6/14/2022	Patrick Murphy (Custodian Service)	\$ 453.90	A3410.11
2022	5547	6/14/2022	Douglas Hyde (Record Mgmt)	\$ 516.15	A3410.13
2022	5548	6/14/2022	Michael Schneider (Sec/Treasurer and TM)	\$ 943.60	A3410.12\$902.18 A3410.40\$ 41.42
2022	5549	6/14/2022	Grainger (Vehicle Cleaning Supplies)	\$ 84.21	A3410.420
2022	5550	6/14/2022	Allied CPAs, PC (2021 Year Financial Audit)	\$ 2,100.00	A3410.411
2022	5551	6/14/2022	NYSIF Workers' Compensation	\$ 23,619.51	A9040.83
2022	5552	6/14/2022	Zoll Medical Corp (Adult Cuff)	\$ 52.50	A3410.22
2022	5553	6/14/2022	Jody Feidt (Assistant Fire Chief)	\$ 125.00	A3410.407
2022	5554	6/14/2022	James DePasquale (Assistant Fire Chief)	\$ 125.00	A3410.407
2022	5555	6/14/2022	Vincent Nye (Fire Chief Stipend)	\$ 250.00	A3410.407
2022	5556	6/14/2022	Brian Sudyn (Assistant Fire Chief)	\$ 250.00	A3410.407
2022	5557	6/14/2022	Shannon Findlay (Colden 9-3 12/15/21-5/27/22)	\$ 223.77	A3410.407
2022	5558	6/14/2022	Maybach's Small Engine Shop (Snapper Tractor PM)	\$ 348.32	A3410.420
2022	5559	6/14/2022	Orchard Park Fire District (CPR Tng)	\$ 960.00	A3410.403
2022	5560	6/14/2022	Saia Communication, Inc. (Re-Programing)	\$ 500.00	A3410.420
2022	5561	6/14/2022	Occustar Workplace Compliance (FF Physicals)	\$ 3,480.00	A9060.85
2022	5562	6/14/2022	Foundation Radiology Group PC (B. O'Connor)	\$ 123.00	A9060.85
2022	5563	6/14/2022	Department of Treasury (941 Taxes)	\$ 1,475.85	A3410.11\$ 37.60 A3410.12\$1157.57 A3410.13\$ 42.75 A9030.84\$ 237.93
2022	5564	6/14/2022	Jeffrey Shelley (TV to Gorman 4 times)	\$ 75.35	A3410.405
2022	5565	6/14/2022	Verizon (Cell Phone & iPads)	\$ 105.54	A3410.415
2022	5566	6/14/2022	Fleury Risk Management (Fee)	\$ 3,712.40	A9040.83
2022	5567	6/14/2022	Witmer Public Safety Group (Goggles)	\$ 557.96	A3410.20
				<b>\$67,266.57</b>	

d. Fire District Assets: as of June 1, 2022

\$ 1,998.78	M&T Checking Account
2,062.00	PayPal
300,389.42	M&T General Fund Savings
28,071.38	Capital Reserve Account –Repair Res. (Matures: 07/18/22)
631,476.48	Capital Reserve Account – Apparatus (Matures: 07/4/22)
30,419.86	Capital Reserve Account – ISO
16,618.33	Capital Reserve Account – Unrestricted
49,821.08	Capital Reserve Account –SCBA/PPE(Matures: 07/24/22)
<u>3,124.61</u>	Capital Reserve Account – Morale (Matures: 06/28/22)
<b>\$1,066,981.94</b>	<b>Total Monetary Assets</b>

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

**3. Correspondence and communications received:**

- a. NYSDOH Limited Service Department Registration for the use of Glucose Certificate arrived Expiration March 24, 2024
- b. Advertisement from Medi-Dose Group
- c. Letter from NYSEG requesting updated contact information on station 2 as a Critical Facility. Information submitted with Michael Schneider as primary contact and Ron Smith as secondary contact.
- d. Advertisement from Henry Schein Medical of Waretown, NJ
- e. FireEnd 2022 Catalog
- f. Letter from NYSIF including the Notification Concerning Workers' Compensation Pharmacy Benefits Poster.
- g. Letter from the IRS stating that they found our payment of June 30, 2021 and posted it properly.
- h. Letter from the IRS requesting that the District resubmit the 941 for March 31, 2020. There is a zero amount due. They did not say why but we will follow their request. Mailed a re-signed copy of the 941 dated 3/10/2020 on June 3, 2022.
- i. Letter from EC Department of Real Property Tax Service stating that in 2021 a property was taken off the tax rolls and that the Fire District Taxes needs to reflect \$88.17 in taxes was received in error.
- j. Message from David Stromecki stating that the CFD Workers Compensation rating has changed from 3% to a flat 0%, meaning that the Workers Comp premium dropped \$21.68 and the VFBL rate increased to \$28,354 premium dropped \$2,007.06
- k. Received five (5) notices of problems with an account from M&T Bank due to the fraudulent withdrawal attempt by someone.
- l. Received the DocuSign information to change three account numbers from M&T Bank. Signed and returned to the bank. Waiting for the Commissioners to complete the DocuSign process.
- m. Email from David Stromecki concerning VFIS Insurance Accident & Sickness Remains the same this year, Liability, property, auto, portable equipment, umbrella and Management liability will be up \$384.39, a 1.6% increase. Property values were increased 4%

- n. Draft copy of the CFD 2021 Financial Audit was emailed for our review and comments. Each Commissioner received the email. Have until 8 Jun 2022 for comments
- o. Grainger Safety & Health Catalogue
- p. VFIS Spring 2022 “News You Can Use” Newsletter
- q. CFD LOSAP Retirement Plan Advice Strategy Review effective 5/22. Nationwide annual privacy statement/policy.
- r. Letter from National Fuel with a First Responder Update
- s. 2021 Financial Records are back in the District. Received hard copies of the 2021 Financial Audit with letters to the Board of Commissioners and Treasurer. Electronic copies have been distributed to each Commissioner.
- t. Letter form the IRS requesting a new signed copy of the 941 Tax form and schedules for September 30, 2020.
- u. Letter from the IRS requesting a new signed copy of the 941 Tax forms including schedules for Dec 31, 2020.
- v. Insurance Package received from David Stromecki

**4. Committee Reports**

- Personnel, Insurance, Service Award Committee – Nationwide Statement for Apr & May 2022 indicated an Employer Discretionary Withdrawal of \$6,440,00 the normal monthly benefits paid and \$1,200.00 for retiree back pay. An analysis of the District’s Nationwide account:
 

\$ 879,116.91	Opening Value on 01/01/2022
101,939.00	Contribution to be made in April 2022
(95,774.62)	2021 Investment Losses to April 30, 2022
<u>(25,500.00)</u>	Pensions paid out through March 31, 2022
\$ 859,781.29	Total Account Value on 03/21/2022
Additional Program Expenses:	
\$2,143.45	Nationwide Advisory Fees to Date for 2022
\$2,544.56	Jan 1, 2022 to Dec 31, 2022 FireFly Admin Fees

\$ 879,116.91	Opening Value on 01/01/2022
101,939.00	Contribution to be made in April 2022
(94,655.34)	2021 Investment Losses to May 31, 2022
<u>(33,140.00)</u>	Pensions paid out through May 31, 2022
\$ 853,260.57	Total Account Value on 05/21/2022
Additional Program Expenses:	
\$2,143.45	Nationwide Advisory Fees to Date for 2022
\$2,544.56	Jan 1, 2022 to Dec 31, 2022 FireFly Admin Fees

-AmFds Bd Fd Am R6 Expense Ration change from 0.21% to 0.20%  
 -GdmnsScs GQGPTtnrIntlOppr R6 Exp. Ratio chg 0.81% to 0.80%  
 -AmFds AMCAP R6 Exp. Ration change from 0.34% to 0.33%  
 -DodfeCox Intl Stk I Exp. Ration change from 0.63% to 0.62%  
 -LrdAbt hi Yld R5 Exp. Ratio change from 0.70% to 0.68%

- Maintenance of Buildings and Apparatus, Driver Certification, Communications Committee – With 165 days into the 2022 year the District spent \$8,253.87 from A3410.420 on repairs.
  - South wall of the District Office in need of concrete work (Pointing)
  - In two months Vehicles will go in for PM, need a list of defects
- Executive Board Committee – Next meeting will be held on June 20, 2022 (Make-Up) then the Regular Meeting July 11, 2022
- Training Committee – Training Schedule for this coming month:
  - Jun 13, 2022 – Fire Tower Tng, Chestnut Ridge Park
  - Jun 20, 2022 – EMS Skills, Bleeding and Shock
  - Jun 27, 2022 – Drafting, Portable Ponds, Pumping w/Colden 5
  - Jul 4, 2022 – No Drill
- Standard Operating Guideline (SOG) Committee – No Report
- Medical Readiness – Discussion about mutual aid EMS coordination
- Privacy Officer – No Report

## 5. Fire Company Readiness

Personnel	Authorized	Beginning Strength	Gains for Month	Losses for Month	Ending Strength	Percent
Firefighters	37	19	0	0	19	51%
EMS	11	10	0	1	9	82%
Fire Police	10	7	0	0	7	60%
Total	58	36	0	1	35	60%

Non Deployable Status	
Medical/OSHA	2
Extended Leave	0

Medical (Physicals)		
Scheduled	Completed	Medical %
36	30	83%

Deployable Firefighters (35/33) %		94%		Average Age (35 Members)		52.9 Y O 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	19	15	4	0	0	79%
EMS	9	0	0	9	0	100%
Fire Police	7	0	1	0	6	83%
Total	35	15	5	10	6	86%

Number of Fire Responses	5
Number of EMS Responses	16
Total for the Month of Apr 2022	21

2022 Total Responses	100
----------------------	-----

Number of Fire Responses	3
Number of EMS Responses	15
Total for the Month of May 2022	18

2022 Total Responses	118
----------------------	-----

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

a. Fire Chief:

Call/Drill sign-in sheets for May 2022 have been received.

Support of Special Events: Jun 13, 22- Trucks to Chestnut Ridge Tng  
Jul 2, 22 – Standby at the Town Park

b. EMS Chief: New EMS Chief is learning the ropes and inquired about the EMS Budget

c. Safety Officer: No Report

d. President of the Auxiliary: No Report

e. Fire Police: Need a couple of safety vest to have as spares. Will work on cost and proper vest for Fire Police

f. President of the Fire Company: **Resignation from membership to the Colden Fire Company:**

**Resolution # 2022-046 – Resignation from the Fire Company/District, Shannon Findlay**

**WHEREAS,** Volunteer Firefighter/EMS Provider Shannon Findlay submitted a letter of resignation with an effective date of May 27, 2022 and,

**WHEREAS,** A discussion took place with the Chief; and

**WHEREAS,** All CFD Equipment was returned; and

**WHEREAS,** All ALS Equipment has been removed from the ambulance

**WHEREAS,** David Stromecki has been informed to notify the LOSAP coordinators; and

**NOW THEREFORE, be it RESOLVED,** that this Board of Fire Commissioners officially removes Shannon Findlay from the active roles of the Fire Company as a Member in good standing with an effective date of May 27, 2022.

Commissioner Marinaccio made a motion to Accept Shannon Findlay's letter of resignation effective May 27, 2022 and Commissioner Kramer seconded the motion. Jarecki-Yea, Smith-Yea, Marinaccio-Yea, Kramer-Yea Shelley-Yea, Motion Approved

**Resolution #2022-047 - Application for Membership to the Fire Company/District: Taylor Zak**

**WHEREAS**, the Fire District has received an application from the Colden Fire Company for appointment of Taylor Zak to said Company as a Volunteer; and

**WHEREAS**, the application has been reviewed and recommended by Fire Chief Vincent Nye;

**WHEREAS**, Assistant Fire Chief James DePasquale submitted Taylor's name for his back ground check

**NOW, THEREFORE, be it RESOLVED** that Taylor is hereby appointed as a Volunteer Member of the Colden Fire Company. Taylor will need to pass a Firefighters physical, read the SOGs and complete OSHA Training

Commissioner Marinaccio made a motion to Accept Taylor Zak's Application for Membership effective 14 Jun 2022 pending approval of the Fire Company and Commissioner Kramer seconded the motion. Jarecki-Yea, Smith-Yea, Marinaccio-Yea, Kramer-Yea Shelley-Yea, Motion Approved

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

Description of Items	Account	Cost
10 Nightstick FDL-300R-K01 Helmet Light Kits	A3410.21	\$499.50
-Shipping	A3410.21	25.99
-Tax	A3410.21	46.00
Glucometer	A3410.22	25.00
6 Motorola Minitor Pagers	A3410.20	2,369.70
<b>Total Estimated Cost</b>		<b>\$2,966.19</b>

**Resolution # 2022- 048 – Fire District Purchases**

Commissioner Shelley made a motion to approve the purchases and Commissioner Marinaccio seconded the motion. Jarecki-Yea, Smith-Yea, Marinaccio-Yea, Kramer-Yea Shelley-Yea, Motion Approved

**7. Unfinished Business:**

1. Problems with 911 calls separating CFD and W. Falls. Currently 9-1 is working with Hamburg Control updating current residence address in their system.
2. Two (2) individuals still need OSHA.
3. Zoll will be coming to train 9-3 and others on downloading information and talk about the warranty.
4. Equipment Problems:
  - Rescue 7 Missing One Flashlight
  - Rescue 7 Missing Ear Plugs
5. Need an Updated SOG on Covid Response procedures. Masks are required on the ambulance and in the present of PT
6. Four (4) individuals did not complete their Annual Physicals.
7. Fire Police: A couple of jackets are losing their lettering. Maybe Quality can sew them on again? M. Spagnola took them over to Quality
8. According to FASNY: NYS has finally approved the Fair Play Cost Recovery Bill that many have been seeking for years. Another name for the bill is EMS Cost Recovery NYFD. This Legislation allows Fire Districts to for EMS services. There are many strings attached. Effective date of this law is July 8, 2022. It was adopted with the 2022 Budget Bill. It was put out in webinar on April 22, 2022 (round table talk. If interested the first thing the District must get is an NPI

Number. The talk was mostly in acronyms. Question will be answered at Secretary@FASNY.com. Brian Sudyn is trying to get onto the FASNY Website, since he is the CFC FASNY representative for CFC. There we many find what the acronyms mean. The next step they recommend was to engage a Billing Service because the medical billing is very complex and full of pitfalls. Two of the people on the panel worked for or with Billing Services. There are many Government agencies involved with their own rules and pay out schedules. Examples include Workers Compensation, Medicare, Medicaid, plus various private insurance companies ETC. there are time gates to meet when billing. Major over all rule: Everyone must be treated the same. This means no special treatment for Fire Company Members. Medical billing services are hard to find in NYS at this time. Put on hold to see how our Mutual Agreement Companies handle this new development.

## **8. New Business:**

**Discussion item # 1** – CFD needs to address paying sales tax using Amazon. Use to be we did not pay shipping this latest purchase of flashlights included shipping and taxes. A real complicated ongoing situation. It is still felt that it is a cheaper way to go when one counts travel to shop around

**Discussion item # 2 – Resolution # 2022-049 – Appointment of EMS Chief: Charles Hall.** With the resignation of EMS Chief Shannon Findlay, it has been decided to appoint Charles Hall as the new CFD EMS Chief. Charles Hall has accepted. CFD Ambulance Service will now be Basic response only. All ALS equipment has been removed from the Ambulance. Effective date of this appointment will be May 28, 2022. Charles Hall was sworn-in by Town Justice M. Schneider at the meeting.

Commissioner Smith made a motion to Appoint Charles Hall as the new EMS Chief effective May 28, 2022 and Commissioner Kramer seconded the motion. Jarecki-Yea, Smith-Yea, Marinaccio-Yea, Kramer-Yea Shelley-Yea, Motion Approved

**Discussion item # 3-** Dave Stromecki recommends that the District have all the vehicles be estimated to a new replacement value. Commissioner Shelley will have Gorman estimate the value of replacement during the annual PM

**Discussion item # 4** – Dave Stromecki, Insurance agent, feels it would be prudent to revalue the buildings to be valued at replacement rate using prevailing wages. He is open to suggestions. Orchard Park has a contractor looking into their buildings. Commissioners will have a walk through with Dave Stromecki in the near future.

**Discussion item # 5** – On May 23, 2022 someone tried to cash a fraudulent check for \$5,000.00. Our checking account did not have that much money in it and the check bounced. Then the bank noticed that the check did not look right and blocked our checking, savings and the ISO accounts. M&T is working on opening three (3) new accounts for the District.

**Discussion item # 6** – Commissioners met with Dr. O'Brien and Dr. Crews concerning the resignation of Shannon Findley and other items. It was decided to keep the ambulance ready as an ALS service. Charles Hall was selected as the acting EMS Chief. There was also talk of the future of EMS to the Community. The ambulance can respond driver only and have Mems EMS can do the PCR.

**Discussion item # 7**– NYCLASS (NY Cooperative Liquid Assets Securities System) is now paying 0.68% on accounts placed in their care. This is better than M&T Bank paying 0.30% Many local governments and Fire Districts have started saving with this cooperative including Aurora Colden Fire District and a host of others. Maybe a representative can come to a meeting and discuss it with the Commissioners.

**Discussion item # 8**– Working on getting Commissioners signatures on the DocuSign to gain access to three (3) new accounts due to the Fraudulent attempt to withdraw fund from our checking through the internet.

**Discussion item # 9– Resolution # 2022-050 – Accept the 2021 Annual Financial Audit;**

Commissioner Shelley made a motion to Accept the 2021 Annual Financial Audit from Allied CPAs and Commissioner Smith seconded the motion. Jarecki-Yea, Smith-Yea, Marinaccio-Yea, Kramer-Yea Shelley-Yea, Motion Approved

**Discussion item # 10**– A letter will be sent to Shannon Findlay thanking her for her volunteer service. Bigger question is how to fix the exit of individuals from the Fire Company. An informal exit interview was conducted by CFC Vice President Jim Walter. Jim suggested setting up forma exit interviews concentrating on question such as: what they liked about CFC, what items need better attention, what barriers the individual had to overcome and if they were to stay how could they help fix what they feel is wrong. Commissioner Jarecki will compose the letter and circulate it for Commissioners approval.

**Discussion item # 11**– SCBA pack missing from 7 with a broke line, too costly to repair. (will take one off of Engine 2 when it returns. Since Engine 1 is in for repair this idea will wait until Engine 1 returns. Engine 1 returned and the SCBA will be returned to Rescue 7. Suggested to place water proof signs when something is temporally missing. Placed on Rescue 7

**Discussion item # 12**–The new radios are in earlier than expected, because someone canceled their order. Once Engine 2 returns they all will be scheduled for reprogramming. Now Engine 1 is in for repair, this idea will wait until it returns. Completed in June 2022

**Discussion item # 13**–The CFC would like to make a recruitment sign to hang on the wall for the Colden Summer Concerts. Next meeting will be held on May 2, 2022

**Discussion item # 14**– New Glucose certificate has not arrived yet. The District mailed the renewal in with payment of the fee January 11, 2022 and the old one expired March 24, 2022. Colden 9-3 will contact DOH to be sure we are covered. (Arrived May 12<sup>th</sup>)

**Discussion item # 15**– Dr. Obrien had to cancel his last scheduled visit due to the helicopter crash. Trying to reschedule. Rescheduled for June 20, 2022

**Discussion item # 16**– 9-3 prefers not to put a mobile radio in her rental vehicle, hopefully getting rid of it in the near future. The Chief would prefer that the mobile was installed anyways, to get better reception. This Colden 9-3 resigned

**Discussion item # 17**– Some thoughts about our ambulance responding, driver only to meet MEMS paramedic. Colden had no PT contact and cannot close out the PCR without PT Information. Commissioners have no problems with this.

## **9. Executive Sessions:**

Commissioner Jarecki made a motion to adjourn to an Executive Session to Discuss personnel issues and Commissioner Smith seconded the motion. Jarecki-Yea, Smith-Yea, Marinaccio-Yea, Kramer-Yea Shelley-Yea, Motion Approved

Recess to Closed Session @ 8:28 PM

Reconvene to Open Session @ 8:55 PM

**10. Public Comments:** None

**11. Next Regular Board Meeting:** Tuesday July 12, 2022 at 7:00 PM in the District Office.

**12. Adjournment @ 9:07 P.M.** With no further business to conduct, Commissioner Smith made a motion to adjourn the meeting and Commissioner Shelley seconded the motion. Jarecki-Yea, Smith-Yea, Marinaccio-Yea, Kramer-Yea Shelley-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 2022 Resolutions</b>		
<b>Resolution Number</b>	<b>Date</b>	<b>Description of Resolution</b>
2022-001	Jan 11, 22	Appointment of Chairperson for Calendar Year 2022
2022-002	Jan 11, 22	Appointment of Vice-Chairperson for Calendar Year 2022
2022-003	Jan 11, 22	Adoption of Agenda
2022-004	Jan 11, 22	Adoption of Robert's Rules of Order
2022-005	Jan 11, 22	Appointment of Treasurer/Secretary
2022-006	Jan 11, 22	Standard Day Filing to NYS
2022-007	Jan 11, 22	Appointment of Records Managers
2022-008	Jan 11, 22	Appointment of District Custodian
2022-009	Jan 11, 22	Authorizing Appointment of Attorney for Calendar Year 2022
2022-010	Jan 11, 22	Designating Surety Bonding for the Treasurer of the Colden Fire District
2022-011	Jan 11, 22	Authorizing Regular Meeting Schedule for Calendar Year 2022
2022-012	Jan 11, 22	Designation of Official Newspaper for Publications for Calendar Year 2022
2022-013	Jan 11, 22	Authorizing Per Diem and Mileage Reimbursements
2022-014	Jan 11, 22	Authorizing Advance Travel Payments
2022-015	Jan 11, 22	Appointment of Fire District Purchasing Agents
2022-016	Jan 11, 22	Fire District Memberships
2022-017	Jan 11, 22	Renewals of All Fire District Lease and Recurring Contractual Agreements
2022-018	Jan 11, 22	Authorizing Approval and Payment of Claims
2022-019	Jan 11, 22	Designation of Fire District Bank
2022-020	Jan 11, 22	Review of Expenditures (Calendar Year 2021)
2022-021	Jan 11, 22	Fire District Committee Appointments
2022-022	Jan 11, 22	Appointment of Independent Auditor for Calendar Year 2021 Records
2022-023	Jan 11, 22	Open Government Resolution
2022-024	Jan 11, 22	Signature Authority
2022-025	Jan 11, 22	Property Disposal
2022-026	Jan 11, 22	Appointment of Record Managers
2022-027	Feb 8, 22	Fire District Purchases
2022-028	Feb 8, 22	Approval of Service Award Credit for 2021
2022-029	Feb 8, 22	Annual Inspection Dinner
2022-030	Feb 8, 22	2021 Achievement Awards
2022-031	Feb 8, 22	EC Fire Mutual Aid Plan Review
2022-032	Feb 8, 22	Approval that EMS Purchaser can spend up to \$1,000.00
2022-033	Mar 8, 22	Fire District Purchases
2022-034	Mar 8, 22	LOSAP Break in Service and Forfeitures Corrected
2022-035	Mar 8, 22	Accept the 2021 NYS AUD
2022-036	Mar 8, 22	2022/2023 Fire Company Elected Officers
2022-037	Mar 8, 22	2022-2023 CFC Vehicle Captains
2022-038	Mar 8, 22	Appointment of Colden 9-3, Shannon Findlay
2022-039	Apr 12, 22	Fire District Purchases
2022-040	Apr 12, 22	Appointment of Fire Commissioner Charles Kramer
2022-041	Apr 12, 22	Donate Air Traq System to MEM

<b>Register of 2022 Resolutions</b>		
<b>Resolution Number</b>	<b>Date</b>	<b>Description of Resolution</b>
2022-042	May 10, 22	Member Status Change to Active (S. Pietraszek)
2022-043	May 10, 22	Fire District Purchases
2022-044	May 10, 22	Emergency Repair Fund Usage (Engines 1 & 2)
2022-045	May 10, 22	Change in Budget Location of LOSAP Fee to A3410.425
2022-046	Jun 14, 22	Resignation form the Fire Company (S Findlay)
2022-047	Jun 14, 22	New Member Approval (Taylor Zak)
2022-048	Jun 14, 22	Fire District Purchases
2022-049	Jun 14, 22	New EMS Chief (C. Hall) Approved
2022-050	Jun 14, 22	Acceptance of the 2021 Annual Financial Audit