

COLDEN FIRE DISTRICT
Board of Fire Commissioners
Minutes – November 14, 2023

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

Chairman Smith 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: No

Public Attendance: Brian Sudyn, Douglas Hyde

1 a. Approval to Transfer Funds:

From Account	To Account	Amount
General Savings	Checking	\$7,000.00

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

Year Funds Obligated	Claim Number	Date	Description of Transaction	Cost	Account Line
2023	3235	11/1/2023	National Fuel (District Office & Station 2)	\$61.63	A3410.413
2023	3236	11/1/2023	Charter Communications (Internet)	\$ 129.99	A3410.430
2023	3237	11/14/2023	NYSEG (District Office)	\$ 45.67	A3410.412
2023	3238	11/14/2023	Life-Assist, Inc (Various Medical Items)	\$ 179.73	A3410.22
2023	3239	11/14/2023	Boundd Tree Medical (Various Medical Items)	\$ 123.54	A3410.22
2023	3240	11/14/2023	Suburban Oxygen Supply, Inc. (O2 Service)	\$ 520.70	A3410.22
2023	3241	11/14/2023	Cardmember Service (\$147.31)		
2023	3241	11/14/2023	AMZN Mktp (Various Batteries)	\$ 38.05	A3410.21
2023	3241	11/14/2023	Office Depot (Various Office Supplies)	\$ 109.26	A3410.401
2023	3242	11/14/2023	DiVal Safety & Supplies (Gas Monitors PM)	\$ 923.33	A3410.420
2023	3243	11/14/2023	Springville Journal (2024 Budget Legal Notice)	\$ 101.16	A3410.410
2023	3244	11/14/2023	Ronald Smith (Fire Police Purchases)	\$ 441.26	A3410.23\$351.27 A3410.420\$89.99
2023	3245	11/14/2023	Occustar Workplace Compliance (FF Physical)	\$ 149.00	A9060.85
2023	3246	11/14/2023	Witmer Public Safety Gp. (Padded Boards)	\$ 86.00	A3410.22
2023	3247	11/14/2023	University Emerg. Med. Svc (Quarterly Med Svc)	\$ 750.00	A3410.426
2023	3248	11/14/2023	Stryker Medical ProCare Svc (PM all Stryker Items)	\$ 1,661.77	A3410.420
2023	3249	11/14/2023	NYS Comptroller (2024 NYSLR Annual Fee)	\$ 1,289.00	A9010.8
2023	3250	11/14/2023	Verizon (Ipad)	\$ 99.99	A3410.415
2023	3251	11/14/2023	Colden Fire Company (2% Money)	\$ 17,428.76	Non-Budget
Total				\$ 24,138.84	

c. Fire District Assets: as of November 1, 2023

21,566.80	M&T Checking Account
0	PayPal
195,141.48	M&T General Fund Savings
102,000.00	2023 LOSAP CD (Matures 6/23/2024)
27,472.52	Capital Reserve Account –Repair Res. (Matures: 10/30/24)
699,859.78	Capital Reserve Account – Apparatus (Matures: 04/18/24)
30,425.72	Capital Reserve Account – ISO
16,623.41	Capital Reserve Account – Unrestricted
79,540.31	Capital Reserve Account –SCBA/PPE(Matures: 11/01/24)
<u>3,125.78</u>	Capital Reserve Account – Morale (Matures: 06/28/24)
\$1,175,755.80	Total Monetary Assets

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

2. Correspondence and communications received:

- a. Message from NYS Comptroller requesting the District verify our contact information. Completed
- b. Letter from M&T Bank reminding that one of our CDs is coming due and that there is no automatic renewal at maturity.
- c. Thank You note from Holland Fire District thanking the Colden Fire Department for our donation of ALS Training Supplies.
- d. Repair Reserve Fund CD was renewed for 12 Months at 4.4% rate or 4.5% yield.
- e. Received an invoice from Orchard Park EMS in the amount of \$600.00 for ALS Fly Car Services. CFD does not bill as of yet. No information from orchard Park that our working relationship has changed. Commissioner Smith is looking into the situation. Found a mutual aid agreement with Orchard Park stating that they will do the billing to the individual if the transport company does not bill.

- f. Letter from M&T Bank stating that another CD is coming due in the beginning of November.
- g. 2024 Budget information submitted to the Town of Colden.
- h. Letter from Allied CPAs PC informing the District that the new contract for Auditing Services will increase due to inflation. See Discussion #1
- i. Legal Notice for the CFD Elections in December has been submitted for publication in the Springville Journal.
- j. Survey from M&T Bank concerning receiving information electronically or the Web.
- k. Hard copy of the AFDSNY News Letter for Oct-Nov 2023 Vo 72 o. 7
- l. Letter from M&T Bank stating that they corrected our address on the current updated CD as we requested.
- m. Requested new CD for the CD that matured November 1, 2023
- n. Letter from nationwide stating that they found a discrepancy in a Member's LOSAP payment. They will correct it in December 2023.
- o. Letter from NYS Division of Criminal Justice Services requesting validation of Police Officer and Peace Officer Registry Data.
- p. Message from Davis Stromecki concerning a cancer renewal questionnaire. Commissioner Smith taking care of the matter.
- q. Message from NYSDOH inspector stating that DOH has accepted the Plan of Correction (SOD 20230417) from the Fire District. This makes CFD EMS in compliance with Public Health law and part 800 Regulations.
- r. Letter from Nationwide stating that they are upgrading their record keeping technology. Transition will begin January 12, 2024. The District will also have a new plan ID

3. Public Comments: None

4. Next Regular Board Meeting: Tuesday December 12, 2023 at 7:00 PM at CFC Station 1 due to the Fire Commissioner Election in the District Office.

5. Adjournment @ 7:08 P.M. With no further business to conduct, Commissioner Marinaccio made a motion to adjourn the meeting and Commissioner Smith seconded the motion. Smith-Yea, Marinaccio-Yea, Abraham-Excused, Shelley-Excused, Jarecki-Excused, 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.

Register of 2023 Resolutions		
Resolution Number	Date	Description of Resolution
2023-001	Jan 5, 23	Appointment of Chairperson for Calendar Year 2023
2023-002	Jan 5, 23	Appointment of Vice-Chairperson for Calendar Year 2023
2023-003	Jan 5, 23	Adoption of Agenda
2023-004	Jan 5, 22	Adoption of Robert's Rules of Order
2023-005	Jan 5, 23	Appointment of Treasurer/Secretary
202-006	Jan 5, 23	Standard Day Filing to NYS
2023-007	Jan 5, 23	Appointment of Records Managers
2023-008	Jan 5, 23	Appointment of District Custodian
2023-009	Jan 5, 23	Authorizing Appointment of Attorney for Calendar Year 2023
2023-010	Jan 5, 23	Designating Surety Bonding for the Treasurer of the Colden Fire District
2023-011	Jan 5, 23	Authorizing Regular Meeting Schedule for Calendar Year 2023
2023-012	Jan 5, 23	Designation of Official Newspaper for Publications for Calendar Year 2023
2023-013	Jan 5, 23	Authorizing Per Diem and Mileage Reimbursements
2023-014	Jan 5, 23	Authorizing Advance Travel Payments
2023-015	Jan 5, 23	Appointment of Fire District Purchasing Agents
2023-016	Jan 5, 23	Fire District Memberships
2023-017	Jan 5, 23	Renewals of All Fire District Lease and Recurring Contractual Agreements
2023-018	Jan 5, 23	Authorizing Approval and Payment of Claims
2023-019	Jan 5, 23	Designation of Fire District Bank
2023-020	Jan 5, 23	Review of Expenditures (Calendar Year 2022)
2023-021	Jan 5, 23	Fire District Committee Appointments
2023-022	Jan 5, 23	Appointment of Independent Auditor for Calendar Year 2022 Records
2023-023	Jan 5, 23	Open Government Resolution
2023-024	Jan 5, 23	Signature Authority
2023-025	Jan 10, 23	Fire District Purchases
2023-026	Jan 10, 23	New Property Tax Exemption Law of NYS
2023-027	Jan 10, 23	Incident Commander to determine SCBA use on CO Calls
2023-028	Jan 10, 23	New Agreement with UBMD service for Medical Director
2023-029	Jan 10, 23	Colden LOSAP points
2023-030	Feb 14, 23	Fire District Purchases
2023-031	Feb 14, 23	Approval of Service Award Credit for Year 2022
2023-032	Feb 14, 23	Annual Inspection Dinner
2023-033	Feb 14, 23	2022 Achievement Awards
2023-034	Feb 14, 23	Enhancing Response for Town Residence Resolution
2023-035	Feb 14, 23	Acknowledgement and Acceptance of the 2022 year AUD
2023-036	Feb 14, 23	Resignation of Member K. Pawlowski
2023-037	Feb 14, 23	EMT Recertification/CME program Coordinator for CFD
2023-038	Feb 14, 23	Record Managers Program addition to paid activities list
2023-039	Feb 14, 23	CFC Officer change due to Resignation
2023-040	Feb 14, 23	E. C. and The T/Colden Tax Saving for Vol. Fire Fighters
2023-041	Mar 14, 23	Fire District Purchases
2023-042	Mar 14, 23	2023/2024 Colden Fire Company Announced Elected Officers
2023-043	Mar 14, 23	Authorize Early Payment for EMT Book

Register of 2023 Resolutions		
Resolution Number	Date	Description of Resolution
2023-044	Mar 14, 23	Updated/Revised Standard Day filing
2023-045	Mar 14, 23	Revoke the authorized \$862.84 Funds Resolution 2022-074
2023-046	Apr 11, 23	Resignation from CFC – Vincent Nye
2023-047	Apr 11, 23	Resignation from CFC – Clifford Letson
2023-048	Apr 11, 23	CFD Purchases Approved
2023-049	Apr 11, 23	Accept the Donation of Lucas Chest Compression System
2023-050	May 9, 23	New Member – Christine Sudyn
2023-051	May 9, 23	New Member – Alyssa Cole
2023-052	May 9, 23	Resignation of Member – Charles Kramer
2023-053	May 9, 23	Accept the 2022 Annual Financial Audit
2023-054	May 9, 23	Matter of adopting Actuarial Assumptions for the CFD LOSAP
2023-055	Jun 13, 23	Resignation of Member – Charles Hall
2023-056	Jun 13, 23	Reinstate Member – James Smith
2023-057	Jun 13, 23	CFD Purchases Approved
2023-058	Jun 13, 23	Temporarily place the 2023 LOSAP Funds in a CD
2023-059	Jul 11, 23	New Member – Susan Glanville
2023-060	Jul 11, 23	New Member – Robert Glanville
2023-061	Jul 11, 23	CFD Purchases Approved
2023-062	Aug 8, 23	New Member - Salvatore Polizzi
2023-063	Aug 8, 23	New Member – Grace Baddick
2023-064	Aug 8, 23	Fire District Purchases
2023-065	Aug 8, 23	New LOSAP Contract with FireFly Admin
2023-066	Aug 8, 23	New Energy Supplier Contract with Hudson Energy (12-months)
2023-067	Aug 8, 23	SOG 2-02 Membership Requirement Change (Adjunct Active)
2023-068	Sep 12, 23	New Member – George Abraham
2023-069	Sep 12, 23	New Member – Kody DePasquale
2023-070	Sep 12, 23	Fire District Purchases
2023-071	Sep 12, 23	Emergency Repair to District Office
2023-072	Sep 12, 23	Legal Notice – 2024 Budget Public Hearing
2023-073	Oct 10, 23	Fire District Purchases
2023-074	Oct 10, 23	Legal Notice – Fire District Elections
2023-075	Oct 10, 23	CD Maturity – Repair Reserve and SCPA/PPE
2023-076	Oct 10, 23	Employee Salary Increases 5%, same as the Town
2023-077	Oct 10, 23	EMS Inspection Summary Report Accepted and Responded
2023-078	Oct 10, 23	EMS SOG Annual Review and Update
2023-079	Oct 10, 23	Lost in the Mail Check Reissued
2023-080	Oct 10, 23	Free Amazon Business Account
2023-081	Oct 10, 23	Exceeding the 2024 Budget 2% Cap
2023-082	Oct 17, 23	Approval of 2024 CFD Budget

