



# CLARENCE FIRE DISTRICT NO. 1

10355 Main Street, P.O. Box 340, Clarence, NY 14031

Phone: (716) 759-8842 Fax: (716) 759-0641

**Board of Fire Commissioners**  
Nathan M. Work, Chairman  
Douglas J. Larkin, Vice-Chairman  
Michael Dudas  
Brian Gaske  
Mark Heim

**Treasurer**  
Sandra J. Larkin

**Secretary**  
Kristi Mora

The regular Board of Fire Commissioners' meeting was called to order by Chairman Work on **Monday, May 9, 2022** at 1830 hours.

## **ROLL CALL:**

Present: Commissioners Work, Dudas, Gaske, Heim, and Larkin. Treasurer Larkin and Secretary Mora.  
Guests: Chief Hanford, Board of Director Chairman Dave Metzger, Assistant Chief Ruth Rider-Work, Assistant Chief Christian Rider-Work, Mackenzie Rider-Work & Madeline Hanford.

## **APPROVAL OF PRIOR MEETING MINUTES:**

**MOTION** by DUDAS, second by LARKIN, to approve the April 11, 2022 regular meeting minutes with no corrections. All in favor, motion carried.

## **BOARD OF DIRECTORS' REPORT:** By Dave Metzger

- 1) Life Member Sexual Harassment training deadline is June 1<sup>st</sup> for active members.
- 2) Company has formed a group to review Bylaws with plan to meet with Pinsky Law Group in fall.

## **PRESIDENT'S REPORT:** Absent.

## **SECRETARY'S REPORT:**

- 1) In/Out Correspondence was reviewed.

## **TREASURER'S REPORT:**

**Commissioner Heim reviewed the bank statements and found all to be in good order.**

**Commissioner Work reviewed the Chief's vehicle reports for April and found all to be in good order.**

**Board of Fire Commissioners reviewed the credit card statements from March 20, 2022 to April 19, 2022 at \$8,547.49 and found all to be in good order.**

Treasurer Larkin reports bills paid during last month were from check # 6402 - 6435, in the amount of \$92,119.74

- 1) 2022 Financial Review is presented with current District fund balances including bank and savings accounts. Building Reserve fund future projects include security service, concrete floor, ceiling tiles in office and conference room. Equipment reserve fund includes upcoming expenses: 2022 Chiefs vehicles & accessories, 2023 Pierce Rescue, 2021 Air Packs (with or without grant), 1932 Buffalo truck. Of note, operating costs continue to rise due to inflation and the Board will need to plan for budget adjustments throughout remainder of year.

## **CHIEF'S REPORT:**

- 1) There were 42 total calls for the month of April as follows: 32 EMS, 7 False Alarms, 1 Hazardous Condition, and 2 Service. Top responder for April was Dave Metzger with 32 calls.
- 2) Drill schedule has been posted. A live burn drill was conducted with Akron and Newstead recently. Upcoming live burn drills will take place on May 12 & 17 at the Townline Training Facility. A dayside drill is scheduled for May 24 at Swormsville.

**CHIEF'S REPORT (cont.):**

- 3) Chief Hanford recognizes the crew assisting with recent events including the Clarence High School bonfire standby and the Cub Scouts First Aid rally.
- 4) Assistant Chief Christian Rider-Work will be out of town May 18 through May 23 and Duty Captain Doug Larkin will be covering the absence.
- 5) Memorial Day Service will begin at 10am and Parade lineup begins at 11am. Updates and work detail will be announced soon.
- 6) Chief Hanford seeks a response from the Board regarding the possible implementation of a new Junior Firefighter program.

**COMMISSIONER WORK:**

- 1) Order Delays Update: New lifepack order continues to be delayed with possible delivery in ten weeks. Pre-construction for the 2023 Pierce Rescue is tentatively scheduled for March 2023.
- 2) Ongoing Pandemic & Response - Chairman Work reviews the current status of the ongoing pandemic response with the Chief and members of the Board. Masks are still required for all EMS calls. No changes, modifications, or adjustments were discussed or necessary at this time.
- 3) Hardee Bros issues continue on alterations and repeat visits.
- 4) FDIC Training Review – World class opening ceremony and training are well worth the investment and cost. Planning for next year's conference will need to take place this fall.
- 5) 100 Year Anniversary & Truck Rededication will take place on Saturday, May 21, 2022 starting at 11am. Class A uniforms are requested for members. An Open House is suggested to extend the celebration and welcome residents.

**COMMISSIONER HEIM:** No report.

**COMMISSIONER LARKIN:**

- 1) Insurance has been contacted for a reported active member's auto accident with a deer occurring on April 20, 2022 while answering a call.

**COMMISSIONER GASKE:**

- 1) Blue Streak Window Cleaning will be completed prior to the 100 Year Celebration.

**COMMISSIONER DUDAS:** No report.

**PUBLIC COMMENTS:**

- 1) Assistant Chief Christian Rider-Work, Mackenzie Rider-Work and Madeline Hanford address the Board detailing their valuable experiences and intensive training while attending the 2022 FDIC International Convention.

**OLD BUSINESS:**

**MOTION** by WORK, second by LARKIN, to resolve The Goodyear Tire & Rubber Company invoice #292-1008655; in the amount of \$4,629.32 for repairs to Engine #2. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to resolve Dival Safety Equipment Inc. invoice #3082580; in the amount of \$750.00 for CAL-GAS Calibration. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to resolve invoice #8035, in the amount of \$132.42 to Apex Automotive Inc. for oil change and tire rotation on #9-2 vehicle. All in favor, motion carried.

**OLD BUSINESS (cont.):**

**MOTION** by WORK, second by DUDAS, to approve Churchville Fire Equipment invoice #198330, in the amount of \$1,109.11 for repairs to Haz Mat 7-1 vehicle. All in favor, motion carried.

**MOTION** by WORK, second by LARKIN, to resolve invoice #80672136, in the amount of \$1,097.71, to WEX Bank for fuel in chiefs' vehicles and #8. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to resolve invoice #3094835, in the amount of \$374.69, to Dival Safety Equipment for meter repairs. All in favor, motion carried.

**MOTION** by WORK, second by DUDAS, to resolve invoice #8036, in the amount of \$21.00, to Apex Automotive Inc. for NYS Inspection on #9-2 vehicle. All in favor, motion carried.

**MOTION** by WORK, second by LARKIN, to approve invoice #47577, in the amount of \$74.81, to WB Mason Co., Inc. for office supplies. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to resolve the Notice of Unpaid Tax, in the amount of \$10.00, to Karen Hawes, Town Clerk. All in favor, motion carried.

**MOTION** by LARKIN, second by DUDAS, to resolve Visa charge #46952, for Turning Stone Resort, in the amount of \$760.00, for hotel reservation for EMS & Fire Law Conference on March 31, 2022 – April 03, 2022. All in favor, motion carried.

**MOTION** by LARKIN, second by HEIM, to adopt Uniform Policy as presented including striking Class C sentence. All in favor, motion carried.

**MOTION** by HEIM, second by GASKE, to approve invoice #80454194, in the amount of \$51.68, to United Refining Company of PA for fuel in rental vehicle used to travel to 2022 FDIC International Conference. All in favor, motion carried.

**MOTION** by HEIM, second by DUDAS, to resolve Visa charge # 46834, for Turning Stone Resort, in the amount of \$760.00, for hotel reservation for EMS & Fire Law Conference on March 31, 2022 – April 03, 2022. All in favor, motion carried.

**MOTION** by HEIM, second by LARKIN to resolve Visa charge # 47211, for Turning Stone Resort, in the amount of \$760.00, for hotel reservation for EMS & Fire Law Conference on March 31, 2022 – April 03, 2022. All in favor, motion carried.

**MOTION** by HEIM, second by GASKE, to resolve Visa charge # 47246, for Turning Stone Resort, in the amount of \$760.00, for hotel reservation for EMS & Fire Law Conference on March 31, 2022 – April 03, 2022. All in favor, motion carried.

**MOTION** by HEIM, second by LARKIN, to resolve Visa charge # 47116, for Turning Stone Resort, in the amount of \$485.00, for hotel reservation for EMS & Fire Law Conference on March 31, 2022 – April 03, 2022. All in favor, motion carried.

**OLD BUSINESS (cont.):**

**MOTION** by HEIM, second by DUDAS, to resolve Visa charge #40505, for Westin Hotel, in the amount of \$1,698.84, for hotel reservation for 2022 FDIC International Convention on April 24, 2022 – April 30, 2022. All in favor, motion carried.

**MOTION** by HEIM, second by GASKE, to resolve Visa charge #40309, for Westin Hotel, in the amount of \$2,237.84, for hotel reservation for 2022 FDIC International Convention on April 24, 2022 – April 30, 2022. All in favor, motion carried.

**MOTION** by HEIM, second by LARKIN, to resolve Visa charge #40311, for Westin Hotel, in the amount of \$1,698.84, for hotel reservation for 2022 FDIC International Convention on April 24, 2022 – April 30, 2022. All in favor, motion carried.

**MOTION** by HEIM, second by GASKE, to resolve Visa charge #26850, for Marriott, in the amount of \$1,474.20, for hotel reservation for 2022 FDIC International Convention on April 24, 2022 – April 29, 2022. All in favor, motion carried.

**MOTION** by HEIM, second by LARKIN, to resolve Visa charge #82373, for Enterprise, in the amount of \$1,648.28, for vehicle rental used for 2022 FDIC International. All in favor, motion carried.

**MOTION** by HEIM, second by DUDAS, to reimburse Nathan Work \$495.44 for travel expenses while attending 2022 FDIC International Convention on April 24, 2022 – April 30, 2022. All in favor, motion carried. Commissioner Work abstains.

**MOTION** by HEIM, second by LARKIN, to reimburse Ruth Rider - Work \$483.00 for travel expenses while attending 2022 FDIC International Convention on April 24, 2022 – April 30, 2022. All in favor, motion carried. Commissioner Work abstains.

**MOTION** by HEIM, second by LARKIN, to reimburse Mackenzie Rider – Work \$483.00 for travel expenses while attending 2022 FDIC International Convention on April 24, 2022 – April 30, 2022. All in favor, motion carried. Commissioner Work abstains.

**MOTION** by HEIM, second by DUDAS, to reimburse Madeline Hanford \$483.00 for travel expenses while attending 2022 FDIC International Convention on April 24, 2022 – April 30, 2022. All in favor, motion carried.

**MOTION** by HEIM, second by GASKE, to reimburse Christian Rider -Work \$483.00 for travel expenses while attending 2022 FDIC International Convention on April 24, 2022 – April 30, 2022. All in favor, motion carried. Commissioner Work abstains.

**MOTION** by HEIM, second by LARKIN, to reimburse Daniel Beil \$414.00 for travel expenses while attending 2022 FDIC International Convention on April 24, 2022 – April 29, 2022. All in favor, motion carried.

**MOTION** by HEIM, second by GASKE, to resolve Visa charge #104536, in the amount of \$37.07 to Madison Marathon for fuel in the rental vehicle used for the 2022 FDIC International Conference. All in favor, motion carried.

**OLD BUSINESS (cont.):**

**MOTION** by HEIM, second by LARKIN, to resolve Visa charge #9129743, in the amount of \$75.38 to Rebel 907 for fuel in the rental vehicle used for the 2022 FDIC International Conference. All in favor, motion carried.

**MOTION** by HEIM, second by DUDAS, to resolve Visa charge #446840, in the amount of \$65.99 to Murphy USA 6865 for fuel in the rental vehicle used for the 2022 FDIC International Conference. All in favor, motion carried.

**MOTION** by HEIM, second by GASKE, to resolve Visa charge #9024528, in the amount of \$67.46 to Shell Oil Products for fuel in the rental vehicle used for the 2022 FDIC International Conference. All in favor, motion carried.

**MOTION** by GASKE, second by WORK, to approve invoice #435848, in the amount of \$170.93, to Amherst Alarm Inc. for the purchase of 20 new Key Tags. All in favor, motion carried.

**MOTION** by GASKE, second by DUDAS, to approve 2022 contract with Country Gardens & Gifts for lawn and garden services at a seasonal rate of \$4,200. All in favor, motion carried.

**NEW BUSINESS:**

**MOTION** by WORK, second by DUDAS, to pay bills, check #6402 - 6435, in the amount of \$92,119.74. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to approve invoice #169 in the amount of \$950.00, to Chuckuterie for the 100 Year dedication on May 21, 2022. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to approve the purchase of two sheet cakes from Ohlson's Bakery for the 100 Year Dedication Ceremony on 5/21/22 in the amount of \$253.75. All in favor, motion carried.

**MOTION** by WORK, second by LARKIN, to contract Toby Beahan Photography for professional services at the 100 Year Dedication Ceremony on 5/21/22 in the amount of \$350.00. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to approve purchase not to exceed \$750.00 for purpose of purchasing miscellaneous party supplies and disposables for the upcoming 100 Year Dedication Ceremony on 5/21/22. All in favor, motion carried.

**MOTION** by WORK, second by DUDAS, to purchase firematic disposable items from Dival Safety in the amount of \$462.81. All in favor, motion carried.

**MOTION** by LARKIN, second by DUDAS, to pay invoice # 53134126, in the amount of \$8,177.04, to GSB for the Group Life Insurance renewal of July 01, 2022. All in favor, motion carried.

**MOTION** by LARKIN, second by WORK, to approve Kayla Meyers as a new member as approved by the Clarence Fire Company. All background checks have been approved. All in favor, motion carried.

**MOTION** by HEIM, second by GASKE, to resolve invoice #2797, in the amount of \$2,310.00, to Firefly Admin Inc. for the balance of the 2022 contract and Participant Program fees. All in favor, motion carried.

**NEW BUSINESS (cont.):**

**MOTION** by HEIM, second by LARKIN, to approve the June 01, 2022 payment of \$85,644.25 to Greene County Commercial Bank for the Building Serial Bond. All in favor, motion carried.

**MOTION** by HEIM, second by DUDAS, to approve transfer of 2022 LOSAP contribution, in the amount of \$124,447.00, to Wilmington Trust. All in favor, motion carried.

**MOTION** by HEIM, second by GASKE, to approve transfer of \$86,128.50 from District General Fund Savings to District Building Reserve Fund account per the adopted 2022 budget. All in favor, motion carried.

**MOTION** by HEIM, second by LARKIN, to reimburse Colin Arndt \$54.28 for mileage while attending Firefighter 2. All in favor, motion carried.

**MOTION** by HEIM, second by DUDAS, to reimburse Madeline Hanford \$128.95 for mileage while attending NYS EVOC course. All in favor, motion carried.

**MOTION** by HEIM, second by LARKIN, to reimburse Madeline Hanford \$335.86 for mileage while attending NYS EMT class. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to authorize the Chief's office to purchase food for a work call on 5/21/22 in the amount not to exceed \$500.00. All in favor, motion carried.

**GOOD OF THE FIRE DISTRICT:**

Commissioner Gaske will be attending the Board of Directors meeting on May 16, 2022.

The next Regular District meeting is on Monday, June 13, 2022 at 1830 hours.

Chief Hanford recognizes Brian Gaske and Ryan Gaske for successfully completing their BEFO courses.

**MOTION** by WORK, second by DUDAS, to adjourn the meeting at 2001 hours. All in favor, motion carried.

*All motions were unanimously carried unless otherwise noted.*

Attest,

Kristi Mora, District Secretary

cc: Chief, Commissioners, Day Room Bulletin Board, Website