



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

Mark Heim, Vice-Chairman

Brian Gaske

Treasurer

Secretary

Kristi Mora

The regular Board of Fire Commissioners' meeting was called to order by Chairman Work on **Monday, December 12, 2022** at 1830 hours. Commissioner Dudas led the Pledge of Allegiance.

ROLL CALL:

Present: Commissioners Work, Dudas, Gaske, and Heim. Secretary Mora.

Guests: Chief Brett Hanford, Board of Director Chairman Dave Metzger, and Justin Rayner.

APPROVAL OF PRIOR MEETING MINUTES:

MOTION by HEIM, second by DUDAS, to approve the November 12, 2022 regular meeting minutes with no corrections. Commissioner Heim - no, motion carried.

MOTION by DUDAS, second by GASKE, to approve the November 28, 2022 work session meeting minutes with no corrections. All in favor, motion carried.

MOTION by GASKE, second by DUDAS, to approve the November 30, 2022 work session meeting minutes with no corrections. All in favor, motion carried.

BOARD OF DIRECTORS' REPORT: By Dave Metzger

- 1) By-law review with the Board and Pinsky Law Group has been rescheduled for January 13 and 14.
- 2) Dayroom Renovation Committee is progressing with design and planning ideas including an upgraded entertainment system.
- 3) Chief Hanford recommended forming a Recruitment and Retention Committee.
- 4) The Board of Directors Organizational Meeting will be held on January 2, 2023.

PRESIDENT'S REPORT: Absent.

SECRETARY'S REPORT:

- 1) In/Out Correspondence was reviewed.
- 2) 2022 Annual District Election will be held on Tuesday, December 13, 2022 from 6-9pm for one commissioner seat with one candidate listed, David Metzger for a 5-year term of 2023-2027. Canvass of Election results are required to be filed with the Town Clerk by December 16, 2022.
- 3) Volunteer Firefighter Cancer Benefit forms were submitted with zero claims for 2022.
- 4) Year End Reporting forms have been received by Firefly Admin, Inc for LOSAP calculations.
- 5) New updates to the District website are displayed and reviewed by the Board.

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 November and found all to be in good order.

Commissioner Work reports bills paid during last month were from check #6716 - 6743, in the amount of \$40,129.78.

TREASURER’S REPORT (CONT.):

- 1) Wilmington Trust & Firefly agreement has been processed for automatic monthly deductions of up to \$50,000.00.
- 2) Emerling Insurance reimbursement check in the sum of \$180.00 was received as a result of overcharging for firefighter cancer policy.
- 3) A reimbursement check from Wee Hauler in the sum of \$687.00 was received for HazMat supplies used on a recent HazMat spill response
- 4) Commissioner Heim deposited both above-mentioned checks on 12/12/22 in the M&T Account.
- 5) An M&T refund of \$2.00 was received for a bank error.
- 6) Coca-Cola price increase notification effective 1/1/23 has been received.

CHIEF’S REPORT:

- 1) There were 29 total calls for the month of November as follows: 2 Fire, 20 EMS, 3 False Alarms, 1 Good Intent and 3 Service. Top responder for November was Brian Gaske. Chief Hanford recognizes the all responding firefighters during the past year.
- 2) The final Drill of the year will take place in Swormsville on Tuesday, December 13.
- 3) The Chief’s Association is hosting a Dayside Drill on Wednesday, December 16, 2022 at 9am at Williamsville Station #2.
- 4) Chief Hanford recognizes the District and crew for participating in the Christmasville Parade. The District received the “Best Decorated Ladder” award.
- 5) Class B uniform fittings will be conducted in the coming weeks.
- 6) The ESO CAD Interface has been restored.

COMMISSIONER WORK:

- 1) Aerial Inspection has been completed by Mistras with only a few required repairs & adjustments.
- 2) The ambulance phone upgrade has been installed and completed.
- 3) Firematic Officer Interviews have been completed with an eligible candidates letter sent to President Beil.
- 4) Treasurer position has been posted in five editions of the Clarence Bee. Position needs to be filled for January 2023.
- 5) Ladder needed emergency engine repairs, which have been completed by Cummins Sales and Service.
- 6) Preventative maintenance is overdue and needs to be completed by year-end.
- 7) The proposed solar farm project on Research Parkway is discussed.
- 8) Pierce Rescue Update - the Pre-construction date has been delayed to mid-July with a delivery date of April 11, 2024.
- 9) The new Chiefs trucks have been experiencing random electrical system issues that require a new module from 10-75 Emergency Lighting.

COMMISSIONER HEIM: No report.

COMMISSIONER DUDAS: No report.

COMMISSIONER GASKE:

- 1) Workout Room Update – G&G Fitness has completed repairs on the treadmill. Commissioner Gaske recommends a service contract for bi-annual maintenance.
- 2) The Resource Room re-design has been completed with a new refrigerator to encourage more use.
- 3) Commissioner Gaske recommends purchasing a battery powered leaf blower for bay area and use for calls.

PUBLIC COMMENTS:

No public comments were heard.

OLD BUSINESS:

MOTION by WORK, second by HEIM, to authorize the emergency repairs to the Ladder Truck #6 at Cummins Sales and Service in the sum of \$653.52. Said repairs were placed on Commissioner Work's district charge card. All in favor, motion carried.

MOTION by WORK, second by GASKE, to resolve the invoice with Dival Safety Equipment in the sum of \$687.00 for replacement Absorbent Booms and Speedy-Dry used at a recent HazMat response. The district is in receipt of a reimbursement check from Wee Hauler in the sum of \$687.00. All in favor, motion carried.

MOTION by WORK, second by DUDAS, to resolve the invoice with Wex Bank in the sum of \$928.41 for fleet fueling for November 2022 for the Chief Response vehicles & the Ambulance. All in favor, motion carried.

MOTION by WORK, second by HEIM, to resolve the invoice with RICOH in the sum of \$113.00 for district printing and copying. All in favor, motion carried.

MOTION by WORK, second by GASKE, to resolve the invoice with Bee Publications Inc., in the sum of \$75.84 for the legal posting of the December 13, 2022 Fire District Election. All in favor, motion carried.

MOTION by WORK, second by DUDAS, to resolve the invoice with Occustar in the sum of \$313.00 for new member firefighter physical for #96. All in favor, motion carried.

MOTION by HEIM, second by GASKE, to resolve the invoice with Hardee Brothers Dry Cleaning in the sum of \$24.00 for cleaning and alterations required on a Class A uniform. All in favor, motion carried.

MOTION by DUDAS, second by HEIM, to resolve the invoice with Network Services in the sum of \$305.00 for email filtering for November 2022. All in favor, motion carried.

MOTION by DUDAS, second by GASKE, to reimburse the Clarence Center Volunteer Fire Company \$1,164.55 for the district's annual contribution for the ESO Service. All in favor, motion carried.

MOTION by GASKE, second by DUDAS, to resolve the invoice with Zacher Electric in the sum of \$279.45 for repairs to the outside building lights. All in favor, motion carried.

MOTION by GASKE, second by HEIM, to resolve the final invoice with G&G Fitness in the sum of \$401.76 for the emergency repairs to fitness equipment in the District Fitness Center. All in favor, motion carried.

MOTION by GASKE, second by WORK, to resolve monthly statement in the amount of \$428.18, to Guis Lumber for:

Building Operations	\$ 75.51
Building Electrical	\$ 59.97
Misc. Fire Equipment	\$ 142.86
Christmasville Parade	\$ 149.84

All in favor, motion carried.

OLD BUSINESS (CONT.):

MOTION by GASKE, second by DUDAS, to authorize the purchase of janitorial supplies (bathroom tissue, paper towels, hand soap, can liners, and facial tissue) from Amazon.com at a total cost of \$631.04. All in favor, motion carried.

NEW BUSINESS:

MOTION by DUDAS, second by GASKE, to pay bills, check #6716 - 6743, in the amount of \$40,129.78. Commissioner Work abstains. All in favor, motion carried.

MOTION by WORK, second by HEIM, to resolve the invoice with the United States Postal Service in the sum of \$404.00 for the 12-month fee for P.O. Box #340. All in favor, motion carried.

MOTION by WORK, second by GASKE, to purchase 2 x Red Cairns 880 structural firefighting helmets from Witmer Public Safety Group at a cost not to exceed \$900.00. All in favor, motion carried.

MOTION by WORK, second by DUDAS, to authorize Chief Hanford to purchase six minitor batteries from SAIA Communications at a cost not to exceed \$750.00. All in favor, motion carried.

MOTION by DUDAS, second by HEIM, to purchase food for election workers at a cost not to exceed \$60.00. Commissioner Work abstains. All in favor, motion carried.

MOTION by HEIM, second by GASKE, to pay Travis Griner Jr. the sum of \$321.98 for mileage and travel reimbursement while he attended a NYS EMT course (2/8/2022-6/18/2022). All in favor, motion carried.

GOOD OF THE FIRE DISTRICT:

Commissioner Work will attend the Board of Directors meeting on December 19, 2022.

The next Regular District meeting is on Monday, January 9, 2023 at 1830 hours.

The Annual District Election will be held on Tuesday, December 13, 2022 from 1800 to 2100 hours.

The Annual Organizational Meeting will be held on Monday, January 2, 2023 at 1830 hours.

Chairman Work thanks Commissioner Dudas for his service on the Board of Fire Commissioners.

MOTION by GASKE, second by DUDAS, to adjourn the meeting at 1950 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