



# **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  
David Burke  
Brian Gaske  
Chad Hawes

## **Treasurer**

Andrew Hallnan

## **Secretary**

Kristi Mora

The Board of Fire Commissioners' work session meeting was called to order by Chairman Work on **Monday, April 10, 2023** at 1803 hours.

## **LOSAP FUTURE PLANNING & ANNUAL REVIEW BY FIREFLY ADMIN, INC.**

A detailed LOSAP review is presented to the Board as a result of current market volatility and its effects on the plan's funded ratio. Future contribution and amortization modification options are discussed.

The regular Board of Fire Commissioners' meeting was called to order by Chairman Work on **Monday, April 10, 2023** at 1850 hours. Commissioner Heim led the Pledge of Allegiance.

## **ROLL CALL:**

Present: Commissioners Work, Heim, Hawes, Burke and Gaske. Secretary Mora & Treasurer Hallnan.

Guests: Chief Brett Hanford, Asst Chief Christian Rider-Work, Company President Ken Beil, Mackenzie Rider-Work.

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

**MOTION** by HEIM, second by BURKE, to approve the March 13, 2023 meeting minutes with no corrections. All in favor, motion carried.

## **BOARD OF DIRECTORS' REPORT:**

Absent

## **PRESIDENT'S REPORT:** By Ken Beil

- 1) President Beil welcomes Commissioner Burke as he was recently voted into membership last week by the Company
- 2) The upcoming softball schedule has not been posted at this time to determine availability of pavilion requests.
- 3) During a recent past drill, many hardhats were found to be expired. President Beil offered to purchase replacements at his discounted employee cost of \$5.66 each.

## **SECRETARY'S REPORT:**

- 1) In/Out Correspondence was reviewed.
- 2) 2023 Member Identification cards will be ordered soon.
- 3) 1<sup>st</sup> quarter Red Alert report is 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 March and found all to be in order.**

**Treasurer reports all claims against the District covered by Vouchers #6887 - #6906 + #6908 through #6937 have been audited and found to be in order in the amount of \$41,646.98.**

**TREASURER’S REPORT (CONT.):**

- 1) Allison Eldred of Greene County Community Bank acknowledges receipt of the bond payment check on March 16, 2023.
- 2) Treasurer Hallnan reported he will be out of town from June 23 through July 16, 2023 for business travel.
- 3) District Cell Phone Policy Stipend supplement page needs an update to include the Building Manager position.

**CHIEF’S REPORT:**

- 1) There were 38 total calls for the month of March as follows: 23 EMS, 7 False Alarms, 2 Good Intent, 2 Hazardous Condition, 4 Mutual Aid and 4 Service. Firefighter of the Month for March was Brian Gaske.
- 3) An updated Drill Schedule has been posted.
- 4) Chief Hanford recognizes Asst Chief Christian Rider-Work, Madeline Hanford, Michael Forster and Kayla Myers for recently touring and teaching fire prevention skills to a local Girl Scouts troop.
- 5) Chief Hanford recognizes Asst Chief Christian Rider-Work for assisting with Clarence Youth Bureau’s Easter Egg hunt in the Town Park last Saturday.
- 6) A standby crew will be provided at Clarence Center Fire Company on Saturday, April 15<sup>th</sup> from 1700-2400. A sign-up list has been posted.
- 7) On Saturday April 22<sup>nd</sup>, we will be hosting a RecruitNY event from 11am-2pm.
- 8) A standby crew will be provided at Clarence High School for their Spring homecoming and bonfire event on Friday, April 28. A sign-up list has been posted.
- 5) Hazardous Material Training Module #4 will be scheduled in May.
- 6) Erie County is organizing a three-team effort on some hazardous material calls to further build the relationship.
- 7) Later this month, several members will be at FDIC training. Clarence Center may be placed on automatic standby during this time.

**COMMISSIONER WORK:**

- 1) Chief Vehicle Wrapping & Emergency Lighting Repairs on the vehicle #9 is complete. Check to VSP Decals will be held until all of the Chief vehicles are completed. Lighting issues have been resolved.
- 2) AUD Follow-Up – Comptroller letter was received requesting outstanding information regarding the AUD.
- 3) Physical Exam Update – Executive session tonight is necessary regarding medical updates for two firefighters.
- 4) December 2022 Blizzard Recognition Idea – A design of Metal/Custom Challenge Coins is presented to honor those members that served during our recent blizzard.
- 5) Tires for Ladder 6 are in need of replacement. The recommendation, as consistent with NFPA 1911 standards, would be to purchase from Goodyear Commercial Tire in West Seneca with NYS Contract Bid pricing. These new tires will be uniform with the tires used on the large apparatus across the fleet.
- 6) Live Fire Instructor Training @ Montour Falls – 2 firefighters will be attending training on May 6-7
- 7) Non-ReBreather Replenishment Order has been placed with Emergency Medical Products.
- 8) Ambulance requires some body work to repair surface rust.
- 9) Commissioner Work gauges Board interest in attending the upcoming FASNY Conference in Niagara Falls, NY taking place this August.
- 10) Utility Truck 5-1 Discussion & Concept Approval – Potential purchase of a Chevy 3500 Silverado shortbed crewcab with snowplow package and trailer package is discussed with Board.

**COMMISSIONER HEIM:** No report.

**COMMISSIONER GASKE:**

- 1) Workout Room Maintenance & Repair – G&G Fitness maintenance on fitness room equipment has been completed after several visits.
- 2) New Washer purchase has been installed and in service for limited use to Chiefs and Officers only.
- 3) Promotional Materials – Order completed for Open House and other events materials including tent, tablecloths and flags.
- 4) Banquet Room Updated request form has been submitted from Gary Cian with no alcohol to be served or consumed for 100 people on April 29, 2023.

**COMMISSIONER BURKE:**

- 1) Dayroom Remodel Update – A survey of membership is being conducted for input on design ideas.
- 2) Coatroom to classroom conversion costs including Flooring, ceiling tiles, lighting, paint, trim and video wall is approximately calculated to the amount of \$3,500 with Building Manager, Paul Meyer, Jr. completing the work.

**COMMISSIONER HAWES:**

- 1) Three New Member Approvals will be presented tonight.

**PUBLIC COMMENTS:** No comments were heard.

**OLD BUSINESS:**

**MOTION** by WORK, second by HEIM, to resolve the invoice with APEX Automotive in the sum of \$688.00 for the emergency replacement of batteries in Rescue 7 on March 21, 2023. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to resolve the invoice with Dival Safety Equipment for emergency repairs for Chief Hanford's gas detection meter at a cost of \$482.65. All in favor, motion carried.

Of the unencumbered carry-over funds from 2022, **MOTION** by WORK, second by BURKE, to authorize Treasurer Hallnan to transfer \$110,000.00 into the Equipment Reserve Account. All in favor, motion carried.

Of the unencumbered carry-over funds from 2022, **MOTION** by WORK, second by GASKE, to authorize Treasurer Hallnan to transfer \$65,704.50 into the Building Reserve Account. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to reimburse the Clarence Fire Company the sum of \$49.24, which represents hardhats that President Beil was able to purchase at Dival Safety using his employee discount. President Beil needed to pay NYS sales tax on this purchase, but his discounted cost, including any tax paid, far exceeds the retail cost of the helmets. All in favor, motion carried.

**NEW BUSINESS**

**MOTION** by WORK, second by GASKE, to pay invoices in lines #1-#46 as presented to the Board. All in favor, motion carried.

**MOTION** by HEIM, second by HAWES, to pay invoices in lines #47-#50 as presented to the Board. Commissioner Work abstains. All in favor, motion carried.

**MOTION** by WORK, second by BURKE, to pay invoices in lines #51 as presented to the Board. Commissioner Gaske abstains. All in favor, motion carried.

**NEW BUSINESS (cont.)**

**MOTION** by WORK, second by HEIM, to pay invoices in lines #52 as presented to the Board. Commissioner Hawes abstains. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to pay invoices in lines #53 as presented to the Board. Commissioner Heim abstains. All in favor, motion carried.

**MOTION** by WORK, second by HAWES, to pay invoices in lines #54 as presented to the Board. Commissioner Burke abstains. All in favor, motion carried.

**MOTION** by WORK, second by BURKE, to change firefighter's #18, # 36 to inactive status effective immediately for failure to complete annual physical for the 2023 calendar year. Firefighter 's #18, #36 are eligible to return to active status once a physical is completed and/or medical documentation is submitted, and pending receipt of medical clearance from Occustar. All in favor, motion carried.

**MOTION** by WORK, second by HAWES, to purchase 3 x Lion structural fire helmets from Witmer Public Safety, aka The Fire Store at a cost of \$1,061.40. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to purchase 1 x Pro Warrington structural firefighting boots from Witmer Public Safety, aka The Fire Store at a cost of \$660.82. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to purchase 5 x Thorogood QR14 structural firefighting boots from Witmer Public Safety, aka The Fire Store for a cost of \$1,913.35. All in favor, motion carried.

**MOTION** by WORK, second by BURKE, to purchase 10 x Streamlight Survivor LED flashlights to be issued to firefighters for their turnout coats from Witmer Public Safety, aka The Fire Store at a cost of \$621.60. All in favor, motion carried.

**MOTION** by WORK, second by HAWES, to purchase 14 x Innotex PBI Barrier structural firefighting hoods from Colden Enterprises at a cost of \$1,890.00. All in favor, motion carried.

**MOTION** by WORK, second by BURKE, to purchase 24 x Vanguard structural firefighting gloves from Churchville Fire Equipment at a cost of \$1,920.00. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to purchase 31 x Extrication Gloves to replenish the existing stock and inventory from Witmer Public Safety Group, aka The Fire Store at a cost of \$1,323.84. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to purchase 4 x lighted collapsible cones and 6 x LED traffic flashlights from Dival Safety to be used by the Fire Police in the sum of \$1,023.60. All in favor, motion carried.

**MOTION** by WORK, second by HAWES, to authorize the attendance of Firefighters #75 & #88 in the Live Fire Instructor training course to be held May 5 - 7, 2023 at the NYS Fire Academy in Montour Falls, New York. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to authorize Chairman Work to order materials from MP Metal/Custom Challenge Coins to bolster recruitment and retention efforts at a cost not to exceed \$1,000.00. All in favor, motion carried.

**MOTION** by WORK, second by BURKE, to authorize the replacement of the tires on Ladder 6, as consistent with NFPA 1911 standards at Goodyear Commercial Tire in West Seneca. Said tires are on NYS Contract Bid pricing and will be uniform with the tires used on the large apparatus across the fleet. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to authorize the purchase of 2 x cases of Non-Rebreather Adult Masks from Emergency Medical Products at a cost not to exceed \$225.00. All in favor, motion carried.

**MOTION** by WORK, second by HAWES, to authorize Chairman Work to task the Fire District Attorney with drafting language to be used for a permissive referendum to expend up to \$230,000.00 of the Equipment Reserve account with funds to be used to purchase a 2024 Chevrolet 3500 Utility Truck, as well as the purchase of tools and equipment for the new Rescue Truck currently on order with Pierce Manufacturing. Chairman Work is also authorized to publish said referendum in the Clarence Bee once finalized. All in favor, motion carried.

**MOTION** by HAWES, second by WORK, to approve into active membership, Robert Boye. All in favor, motion carried.

**MOTION** by HAWES, second by GASKE, to approve into active membership, David Burke. Commissioner Burke abstains. All in favor, motion carried.

**MOTION** by BURKE, second by GASKE, to approve into active membership, Austin Hawes. Commissioner Hawes abstains. All in favor, motion carried.

**MOTION** by HAWES, second by GASKE, to purchase First Responder newspaper for a multi-year subscription in the amount of \$145.00. All in favor, motion carried.

**MOTION** by HEIM, second by WORK, to approve pavilion and banquet room request for Brian Gaske on July 28, 2023 with alcohol served and no catering. Commissioner Gaske abstains. All in favor, motion carried.

**MOTION** by GASKE, second by BURKE, to approve banquet room and pavilion request by Gary Cian on April 29, 2023 from 10am to 10pm with no alcohol and no caterer. All in favor, motion carried.

**MOTION** by GASKE, second by BURKE, to purchase promotional items from Look Our Way in the amount of \$3,025.51. All in favor, motion carried.

**MOTION** by GASKE, second by BURKE, to purchase materials to renovate the new training room not to exceed \$5,000.00 with work to be completed by Building Manager, Paul Meyer Jr. All in favor, motion carried.

**MOTION** by GASKE, second by BURKE, to pay G&G Fitness in the amount of \$170.52 to repair the elliptical octane kit linkage sleeve. All in favor, motion carried.

**MOTION** by HEIM, second by WORK, to accept proposal from VFIS through Emerling, Floss Murphy & Associates in the amount of \$36,133.15 for annual commercial insurance. All in favor, motion carried.

**MOTION** by HEIM, second by WORK, to accept proposal from VFIS through Emerling, Floss Murphy & Associates in the amount of \$1,742.00 for accident and sickness insurance. All in favor, motion carried.

**EXECUTIVE SESSION**

**MOTION** by WORK, second by BURKE, to enter into executive session at 2130 pm to discuss matters pertaining to the medical history of a particular person or persons. All in favor, motion carried.

No actions were taken during executive session.

**MOTION** by WORK, second by HAWES, to return to regular session was made at 2150 hours. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to change FF #79 to inactive status w/ Administrative Duty effectively immediately based on medical documentation submitted and medical clearance from Occustar. All in favor, motion carried.

**GOOD OF THE DISTRICT**

Commissioner Burke to attend the Board of Directors meeting on April 17, 2023.

The next Regular District Meeting is on May 8, 2023 at 6:30 pm.

**MOTION** by WORK, second by BURKE, to adjourn the meeting at 2152 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