

CLARENCE FIRE DISTRICT NO. 1

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Board of Fire Commissioners:

David R. Metzger, Chairman
Douglas G. Garlapo, Vice-Chairman
Gerald J. Roy, Jr.
James Schlabach
Nathan M. Work

Treasurer

Kim M. Lash

Secretary

Megan C. Kiener

The Board of Fire Commissioners' special meeting was called to order by Chairman Metzger on **Wednesday, November 2, 2016** at 18:13 hours.

Roll Call:

Present: Commissioners Metzger, Roy, Schlabach, Garlapo, Work, Treasurer Kim Lash, Secretary Megan Kiener

Absent:

Guests: Chief Schlabach, Mark Heim

Old Business

MOTION by Garlapo, second by Metzger, to approve the corrections to the 9/12 meeting minutes as stated in the Treasurer's report from 10/18, and to approve two additional payments, for the Town of Clarence for \$4,255 and AMD Environmental for \$2,386, from the Building reserve, which brought the Building Reserve total from \$160,049.67 to \$158,180.67, carried.

MOTION by Metzger, second by Work, to adopt the 2017 budget at \$943,965 to be raised by taxation at \$1.364679 per thousand dollars of valuation. This is the same total budget amount adopted at the October 18th meeting, but reflects a small decrease in the Clarence Fire District No. 1 tax valuation from \$691,747,355 to \$691,712,355, as provided by the Town of Clarence, carried.

New Business

1) Contractors need to have their papers for progress payments in early so they can go through RP Oakhill, the architect, etc. before going to the regular Board of Fire commissioners meeting, to be approved for payment.

MOTION by Garlapo, second by Work, to allow the Chairman and the Building Commissioner to preapprove issuance of checks prior to the Board meeting as not to delay the Building project, and to report any Building project related checks that were issued at the next regular meeting, carried.

MOTION by Work, second by Schlabach, to approve the following information regarding the Clarence Fire District No. 1 election:

- 1) It will be held on Tuesday, December 13, 2016, from 6:00 pm to 9:00 pm;
- 2) It is for one Commissioner five-year term commencing January 1, 2017 through December 31, 2021;
- 3) Notice of the election will be posted in the District's designated newspaper (Clarence Bee) between the dates of November 9 and 16, 2016;
- 4) Fire District Secretary will request registration rolls of eligible registered voters as of November 18, 2016 from the Erie County Board of Elections;
- 5) Fire District Secretary Megan Kiener will serve as Election Chairperson, Patricia Mergler of 9841 Limehouse Drive and Teresa Payne of 9811 Kingsthorpe Terrace will serve as Election Inspectors/ Ballot Clerks. All will be compensated at \$35 pursuant to Town Law, Section 175. Alternate Election Inspectors will be contacted when a list is provided by Erie County Board of Elections in the event the appointed inspectors are unable to serve;
- 6) Elections will be held in accordance with Clarence Fire District No. 1 Election policy.

Motion carried.

New Business (continued)-

- 2) Secretary Kiener contacted the Erie County Board of Elections to request a current list of Election Inspectors that live in the Fire District. The Board of Elections was unable to fulfill her request because of the current presidential election taking place. They advised her that a list would be sent after the election was over.

MOTION by Work, second by Metzger, to approve the following resolution adopting the form of the nominating position for the Fire District Commissioner:

- 1) RESOLVED, that the Clarence Fire District No.1 Board of Fire Commissioners adopt, as its official nominating petition, the attached form to be used by all candidates for the office of Fire District Commissioner, and it is further
- 2) RESOLVED, that only registered electors of the Clarence Fire District No. 1 may obtain signatures on the form and in the manner as set forth in the nominating petitions, and it is further
- 3) RESOLVED, that the signature of the witness to the signers of the nominating position must be notarized in the form and in the manner set forth in the nominating petition, and it is further
- 4) RESOLVED, that signatures of all signers of the nominating petitions must be dated between October 18 and November 23, 2016 (the date petitions are required to be filed with the Secretary), and it is further
- 5) RESOLVED, that the Secretary of the Clarence Fire District No. 1 shall make the nominating petitions available to any interested party no earlier than October 18, 2016, and it is further
- 6) RESOLVED, that in the event a special election for the position of Fire District Commissioner is required,
 - a. The signatures of all signers of nominating petitions must be dated no earlier than 70 days preceding the date of the Special Election and the date for the petitions are required to be filed with the Fire District Secretary, and
 - b. The Clarence Fire District No. 1 Secretary shall make the nominating petitions available to any interested party no earlier than 75 days before the date of the Special Election of the Fire District Commissioners.

Motion carried.

- 3) At the 9/12 meeting, there was a motion to restrict the EMS course to only one vendor. The Rules and Regulations states that active firefighters must have current first aid and CPR training at all times. If the firefighter receives a basic card after completion, it will fulfill the District's requirements. There are lots of times and locations available for training. By choosing one vendor, it became too restrictive. At first, it was meant to help be less confusing, but has now become a problem. Active firefighters need to have their CPR and first aid cards by March of 2017. Casper's curriculum versus others' curriculums should not be much different for basic training. Firefighters should be able to go to any local or national provider that meets the basic requirements.

MOTION by Roy, second by Schlabach, to renew the license with Federal Licensing Inc. for frequency 460.457 for \$95, carried.

Good of the District

The next regular meeting of the Board of Fire Commissioners will be held November 14, 2016 at 6:30 PM.

The next Work Session Meeting is scheduled for November 28, 2016 at 6:30 PM.

MOTION by Metzger, second by Work, to adjourn the meeting at 18:35 hours, carried.

All motions were unanimously carried unless otherwise noted.

Attest,

Megan Kiener, Secretary

cc: Commissioners, Day Room Bulletin Board, Website