



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, November 9, 2020** at 1905 hours. Doug Larkin led the Pledge of Allegiance.

ROLL CALL:

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

Guests: Chief Brett Hanford, President Jerry Roy, Dave Metzger, Jonathon Casillas.

APPROVAL OF PRIOR MEETING MINUTES:

MOTION by LARKIN, second by HEIM, to approve the October 20, 2020 regular meeting minutes with no corrections, motion carried.

BOARD OF DIRECTORS' REPORT: By Dave Metzger

No report.

PRESIDENT'S REPORT: By Jerry Roy

No report.

SECRETARY'S REPORT:

- 1) In/Out Correspondence was reviewed.
- 2) District Election Preparation: Legal Notices are to be distributed to Town Clerk, posted on front sign, and Fire District/Town Websites in compliance with requirements by November 23rd. Commissioner petition filing is due by November 18th @ 5pm.
- 3) LOSAP Referendum: Legal Notice has been posted in Clarence Bee. Ballot sample has been received from Mark Butler's office.
- 4) AFDSNY Virtual Educational Series – Secretary Mora and Treasurer Larkin request permission to attend several upcoming virtual classes due to cancellation of conference.

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 October and found all to be in good order.

Board of Fire Commissioners reviewed the credit card statements from September 15, 2020 through October 19, 2020 in the amount of \$533.44 and found all to be in good order.

- 1) Treasurer Larkin reports bills paid during last month were from check #5602 – 5637, in the amount of \$27,890.85.

TREASURER'S REPORT (cont.):

- 2) Monthly Summary Report – Total cash assets were reviewed. Treasurer Larkin reports the AFG Grant has been denied. FEMA-COVID requires a detailed submission that needs to be completed with a possible 75% payback.
- 3) Year End Budget Review - Treasurer Larkin stated the budget lines are beginning to complete for year-end however there are surplus lines available to keep lines balanced and adjust overages.
- 4) A discussion ensues regarding the reimbursement of tolls. The Board determines tolls should be included in travel expenses.

CHIEF'S REPORT:

- 1) There were 44 total calls for the month of October as follows: 2 Fire, 22 EMS, 1 Hazardous Condition, 10 False Alarms, 3 Good Intent and 6 Service. Top responders for October were Ben Hanford and Dave Metzger with 33 calls. Call volumes have returned to pre-COVID levels.
- 2) Chief Hanford reminds members to continue to monitor their attendance standings for the year using the kiosk. The data is in real-time. 38 drills have been scheduled for the year with 6 remaining.
- 3) Following the new Driver Recertification policy, the updated Drivers and Operators list has been posted and submitted to the District Office.
- 4) Hazardous Materials Course Update: First two modules have been completed. Module 3 will take place on December 9th and 16th.
- 5) The Annual Hose Testing was completed and several lengths of hose failed and need to be replaced.
- 6) The Initial ISO rating review took place on October 23rd. The entire process can take up to an additional 6 months to complete.
- 7) New EMS jumpsuits have not arrived due to COVID delays at the manufacturer.

COMMISSIONER WORK:

- 1) Emergency COVID LOSAP Exemption – Due to cancelled meetings, drills, and trainings during the COVID pandemic period, active members were restricted from accruing points. Commissioner Work recommends adopting the COVID Exemption policy, which issues 15 COVID LOSAP points to for all active members for the COVID time period of March 7, 2020 through June 5, 2020 at a rate of 5 points per month. Leave of Absence and Military Leave status is not included.
- 2) COVID-19 Reopening Plan – A review of the current phase of the District reopening plan is conducted based on current data. Western New York region currently has a higher COVID-19 positive percentage than across the state and we anticipate future outbreaks. As a result, Phase 3 is deemed appropriate at this time.

COMMISSIONER HEIM:

- 1) The Certificate of Recognition honoring Clarence Fire District No.1 as presented to the Board by Legislator Ed Rath was framed for hanging.

COMMISSIONER LARKIN:

- 1) A replacement for the gun locker was shipped and ready for installment. A letter for membership will be mailed upon completion.
- 2) SAIA Portable Radios – Chief Hanford and Commissioner Larkin will be meeting with a representative regarding replacement of radios for all Chief vehicle radios.

COMMISSIONER DUDAS:

- 1) Network Services Update – More hours are needed to complete the installation of upgrades and to allow for future projects and assignments. Commissioner Dudas recommends purchasing hour blocks in larger increments to receive lower rate savings.

COMMISSIONER GASKE:

No report.

PUBLIC COMMENTS:

None.

OLD BUSINESS:

Commissioner Larkin asks for an update on the gun lock boxes for Chief vehicles from Clarence Center. Chief Hanford will be in contact.

MOTION by WORK, second by LARKIN, to pay the bill from Churchville Fire Equipment in the sum of \$750.00 for the annual pump testing for Engine 1, Engine 2 and Ladder 6, motion carried.

MOTION by WORK, second by GASKE, to pay the bill from Mistras in the sum of \$775.00 for the annual inspection of Ladder 6, motion carried.

MOTION by LARKIN, second by HEIM, to reimburse Ruth Rider-Work for the purchase of 3 boxes of Medline Fluid-Resistant Masks for a cost of \$99.00, motion carried. Commissioner Work abstains

MOTION by WORK, second by LARKIN, to approve the resolution to amend LOSAP point system pursuant to Chapter 113 of the Laws of 2020, motion carried. (See attached resolution with roll call vote.)

NEW BUSINESS:

MOTION by WORK, second by GASKE, to pay bills, check #5602 through 5637, in the amount of \$27,890.85, motion carried.

MOTION by DUDAS, second by HEIM, to purchase 40-hour service block from Network Services for a total of \$4,200.00, motion carried.

MOTION by HEIM, second by LARKIN, for New York State Fire District training for Secretary and Treasurer training at a cost not to exceed \$300.00, motion carried.

MOTION by LARKIN, second by WORK, to pay Amazon Capital Services in the amount of \$222.00 for two heavy-duty door closers for captain's office, motion carried.

MOTION by LARKIN, second by GASKE, to reimburse Ben Hanford for training and mileage reimbursement in the amount of \$130.64, motion carried.

MOTION by LARKIN, second by GASKE, to purchase various batteries from Interstate Battery Center in the amount of \$109.14, motion carried.

MOTION by LARKIN, second by DUDAS, to purchase uniform needs for Nathan Work and Ryan Gaske from Sewing Technologies in the amount of \$85.90, motion carried.

MOTION by WORK, second by DUDAS, to purchase Interior Firefighter Boots from ElizaCo Inc., at a cost of \$1,103.00, motion carried.

MOTION by WORK, second by LARKIN, to purchase replacement battery from Dival Safety Equipment at a cost of \$51.52, motion carried.

MOTION by WORK, second by DUDAS, to purchase 9 pairs of Ringers Extrication Gloves from ElizaCo Inc at the cost of \$531.90, motion carried.

MOTION by WORK, second by DUDAS, to purchase 16 lengths of 100' Mercedes 5" Megaflo water supply hose and 2 lengths of 25' Mercedes 5" Megaflo water supply hose from ElizaCo Inc, who is the sole source provider of said hose, as per the letter supplied by Mercedes Textiles Limited, for the sum of \$12,992.40, motion carried.

GOOD OF THE FIRE DISTRICT:

Commissioner Heim will be attending the Board of Directors meeting on November 16, 2020. The Annual District Election will take place on Tuesday, December 8, 2020 at 6:00-9:00pm. The next Regular District meeting is on Monday, December 14, 2020 at 6:30 pm.

MOTION by WORK, second by GASKE, to adjourn the meeting at 8:28pm, motion carried.

All motions were unanimously carried unless otherwise noted.

Attest,

Kristi Mora, District Secretary
cc: Chief, Commissioners, Day Room Bulletin Board, Website