



# **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 8, 2021** at 1830 hours. Commissioner Dudas led the Pledge of Allegiance.

## **ROLL CALL:**

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

Absent: Commissioner Heim

Guests: Chief Brett Hanford, Assistant Chief Ruth Rider-Work, Assistant Chief Christian Rider-Work, President Ken Beil, & Board of Director Chairman Dave Metzger.

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

**MOTION** by LARKIN, second by DUDAS, to approve the October 19, 2021 regular meeting minutes with no corrections. All in favor, motion carried.

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

- 1) The Board of Directors' vacancy has been filled by Madeline Hanford.
- 2) A/V Project Update: The banquet room project initial valuation includes approximately \$20,000.00 of labor and equipment specifications.

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

No report.

## **SECRETARY'S REPORT:**

- 1) In/Out Correspondence was reviewed.
- 2) 2021 District Election Deadlines – The Legal Notice of Annual Election & Referendum will be published in the November 10, 2021 edition of the Clarence Bee. Petitions are available for any interested candidate are due no later than November 24, 2021 at 4pm. Notice of Election will be posted on the District website & signboard starting November 18, 2021. The Annual Election will be held on December 14, 2021 between 6:00-9:00pm.

## **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 20, 2021 to October 19, 2021 at \$10,950.07 and found all to be in good order.**

- 1) Treasurer Larkin reports bills paid during last month were from check #6135 - 6156, in the amount of \$26,932.23.
- 2) Monthly Summary Report was reviewed. Treasurer Larkin reports several budget lines will need adjusting as year-end approaches due to carryovers from 2020. The East Hill Foundation grant was approved in the amount of \$22,394.00.

**TREASURER’S REPORT (cont.):**

- 3) 2022 Adopted Budget Adjustment – a slight adjustment to the Estimated Tax Rate per 1,000 Line was received after the public budget hearing occurred.

**CHIEF HANFORD:**

- 1) There were 38 total calls for the month of October as follows: 25 EMS, 9 False Alarms, 1 Hazardous Condition, and 3 Service. Top responder for October was Mackenzie Rider-Work with 27 calls. Chief Hanford reports the calls continue with several very intense situations and applauds the outstanding work of all responders.
- 2) Upcoming drills for November have been posted. A dayside drill sponsored by the Chief’s Association will take place on November 11, 2021 starting at 9:00am at Getzville.
- 3) The Christmasville Parade is taking place at the end of November. Plans are underway for decorations and volunteers are needed.
- 4) ePCR Update – new tablets, cases, and docking stations have been received. The ePCR software will be loaded in 2-4 weeks by the vendor.
- 5) Grant writer, Ann McDonnell is recommended to the Board for future AFG grant applications.

**COMMISSIONER WORK:**

- 1) Medical Director Change – The Chief’s Office has recommended the Board enter into a 5-year agreement with UB/MD for medical direction. Per the agreement, Dr. Joshua Lynch will be the Medical Director for CFD No.1 and UB/MD to be compensated annually the sum of \$2,000.00 to be paid in two equal installments each calendar year.
- 2) Firematic Officer Interviews need to be scheduled with persons interested in running for a Firematic Office and sign-up sheets to be posted.
- 3) East Hill Grant was approved to purchase a Lifepak 15 v.4 monitor/defibrillator from Stryker Medical in the sum of \$22,394.40. Said unit comes with a power cord, lithium battery, child and adult BP cuff and O2 sensors, and a protective carry case. Stryker is a sole-source provider of the Lifepak 15.
- 4) Chief Vehicle Replacement Update – Currently, there is limited supply due to high demand and low chip availability.
- 5) 100 Year District Anniversary signage options are presented.
- 6) Ongoing Pandemic & Response Update – Chairman Work reviews the current status of the ongoing pandemic response with the Chief and members of the Board. No changes, modifications, or adjustments were discussed or necessary at this time.

**COMMISSIONER LARKIN:**

- 1) The Loss Prevention Insurance Inspection was conducted on October 27, 2021 with no apparent concerns. A full report will be issued.

**COMMISSIONER HEIM:**

Absent.

**COMMISSIONER DUDAS:**

1) Alpine Software Annual Support Agreement needs to be evaluated for need/use of two software components.

**COMMISSIONER GASKE:**

1) Building Updates – Quarterly Backflow test was completed by Ulmer Davis. CAM Services has been contacted to stake lot and discuss concerns for winter season snowplowing.

**PUBLIC COMMENTS:**

No comments.

**OLD BUSINESS:**

**MOTION** by WORK, second by LARKIN, to resolve the bill from Don George's Sports Center in the sum of \$127.99 for the new battery required for the SR-1 vehicle. All in favor, motion carried.

**MOTION** by WORK, second by LARKIN, to resolve the bill from W.B. Mason in the sum of \$49.99 for the purchase of a case of copy paper for the district office. All in favor, motion carried.

**MOTION** by WORK, second by DUDAS, to reimburse the following firefighters: Christian Rider-Work, Collin Arndt, Jonathan Casillas, Joe Garas, Mackenzie Rider-Work the sum of \$10.00 each, and Assistant Chief Ruth Rider-Work the sum of \$20.00. These firefighters are taking their EMT or a firematic course that require them to have a current CPR card on file. Assistant Chief Rider-Work paid for two additional firefighters who did not have the necessary payment. Commissioner Work abstains. Commissioners Larkin, Dudas, and Gaske in favor, motion carried.

**MOTION** by WORK, second by LARKIN, to pay two invoices (#194470, 194789) from Churchville Fire Equipment in the sum of \$1,809.22, which includes the emergency repairs to height level control valve for the rear air bag of Engine 1, as well as the 2021 pump testing on Engines 1 & 2 and Ladder 6. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to resolve the bill from NAPA Auto Parts in the sum of \$28.68 for supplies required for maintenance on the Ambulance. All in favor, motion carried.

**MOTION** by WORK, second by LARKIN, to resolve the bill from Dival Safety Equipment in the sum of \$1,439.20 for the Calplus meter calibration, as well as the 4 required replacement batteries. All in favor, motion carried.

**MOTION** by GASKE, second by LARKIN, to resolve October invoices from Gui's Lumber in the sum of \$219.15 for fire prevention, storage supplies, and janitorial supplies. All in favor, motion carried.

**MOTION** by GASKE, second by DUDAS, to pay Davis-Ulmer in the amount of \$200.00 for the annual backflow test and quarterly sprinkler system test. All in favor, motion carried.

**MOTION** by GASKE, second by LARKIN, to pay Bailey Electric in the amount of \$95.00 for 1 HP lesson motor for a building restroom. All in favor, motion carried.

**OLD BUSINESS (cont.):**

**MOTION** by DUDAS, second by LARKIN, to pay Alpine Software for the 2021-2022 Annual Support contract not to exceed the amount of \$3,054.61 after approval of charges by Commissioner Dudas. All in favor, motion carried.

**MOTION** by LARKIN, second by GASKE, to reimburse Clarence Center Volunteer Fire Company in the amount of \$1,759.66 for our portion of the ESO joint contract. All in favor, motion carried.

**NEW BUSINESS**

Commissioner Larkin suggests scheduling a work session meeting with Tim Norris for apparatus leasing information on November 20, 2021 at 9am.

**MOTION** by WORK, second by DUDAS, to pay bills, check #6135 - 6156, in the amount of \$26,932.23. All in favor, motion carried.

**MOTION** by WORK, second by LARKIN, to purchase a Lifepak 15 v.4 monitor/defibrillator from Stryker Medical in the sum of \$22,394.40. Said unit comes with a power cord, lithium battery, child and adult BP cuff and O2 sensors, and a protective carry case. As agreed upon, the existing and obsolete Lifepak 12 will be traded in for the discount of \$5,000.00, which is already factored into the above-mentioned price. Stryker Medical is a sole-source provider of the Lifepak 15, with said documentation filed. This purchase was made possible by the grant awarded through the East Hill Foundation. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to spend up to \$200.00 for refreshments for the CPR & First Aid course being held at CFD No. 1 on December 11, 2021. All in favor, motion carried.

**MOTION** by WORK, second by DUDAS, as requested by the Chief's Office, to enter into a 5-year agreement with UB/MD for medical direction. Per the agreement, Dr. Joshua Lynch will be the Medical Director for CFD No.1 and UB/MD to be compensated annually the sum of \$2,000.00 to be paid in two equal installments each calendar year. All in favor, motion carried.

**MOTION** by WORK, second by DUDAS, to purchase a small compact refrigerator for the Assistant Chief's office at a cost not to exceed \$200.00. All in favor, motion carried.

**MOTION** by GASKE, second by WORK, to pay CAM Services in the amount of \$13,500.00 for the 2021-2022 snowplow contract. All in favor, motion carried.

**MOTION** by GASKE, second by LARKIN, to pay Amazon Capital Services in the amount of \$181.88 for new filters for the west hall water fountain. All in favor, motion carried.

**MOTION** by GASKE, second by LARKIN, to pay Amazon Capital Services in the amount of \$252.12 for 6 pack of ceiling bulbs for dayroom fixtures. All in favor, motion carried.

**MOTION** by DUDAS, second by LARKIN, to pay Verizon Wireless in the amount of \$479.00 for the monthly statement including 5 ePCR tablets for an additional \$200. All in favor, motion carried.

**MOTION** by WORK, second by DUDAS, to pay Ann McDonnell, grant writer in the amount of \$1,800.00 for assistance with the AFG grant. All in favor, motion carried.

**GOOD OF THE FIRE DISTRICT:**

Commissioner Larkin will be attending the Board of Directors meeting on November 15, 2021.

The next Regular District meeting is on Monday, December 13, 2021 at 1830 hours.

The 2021 Annual District Election will take place on Tuesday, December 14, 2021 between 1800-2100 hours.

- 1) Firematic Office interviews will be conducted on November 20, 29, and December 1, 2021. Applications to Run and Interview sign up sheets will be posted.

**MOTION** by WORK, second by LARKIN, to adjourn the meeting at 1045 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