



# CLARENCE FIRE DISTRICT NO. 1

10355 Main Street, P.O. Box 340, Clarence, NY 14031

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**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, June 13, 2022** at 1830 hours.

## **ROLL CALL:**

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

Guests: Chief Hanford, Board of Director Chairman Dave Metzger, Assistant Chief Ruth Rider-Work,

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

**MOTION** by DUDAS, second by HEIM, to approve the May 9, 2022 regular meeting minutes with no corrections. All in favor, motion carried.

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

- 1) Life Member Sexual Harassment training deadline was June 1<sup>st</sup> for active members. The Board of Fire Commissioners is awaiting a letter from President Beil on non-compliant life members.
- 2) Next Board of Directors' meeting has been changed to June 27<sup>th</sup>.

## **PRESIDENT'S REPORT:** Absent.

## **SECRETARY'S REPORT:**

- 1) In/Out Correspondence was 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 May and found all to be in good order.**

**Board of Fire Commissioners reviewed the credit card statements from April 20, 2022 to May 19, 2022 at \$9,729.51 and found all to be in good order.**

Treasurer Larkin reports bills paid during last month were from check # 6436 - 6486, in the amount of \$43,625.71

- 1) A review of monthly summary reports is given with a request for a work session for Wilmington Trust representatives before the upcoming July meeting.

## **CHIEF'S REPORT:**

- 1) There were 38 total calls for the month of May as follows: 23 EMS, 6 False Alarms, 1 Good Intent, 4 Hazardous Condition, and 4 Service. Top responder for May was Al Herrscher with 31 calls.
- 2) Drill schedule has been posted. Extrication drill is schedule for June 30. A dayside drill at Getzville is scheduled for June 20<sup>th</sup> at 9am.
- 3) Chief Hanford thanks Ed Hennings Junkyard for providing use of their property and junk cars for training purposes.
- 4) EMS Standby is requested for the Clarence High School graduation ceremony on Saturday, June 25<sup>th</sup> from 9am to 12pm. EMS Captain Dan Beil will be handing the event.

**CHIEF'S REPORT (cont.):**

- 5) Chief Hanford recognizes the EMS Standby crew assisting with the Bark in the Park event recently along with the crew to clean the trucks for the 100<sup>th</sup> Anniversary event and the Memorial Day parade.
- 6) Assistant Chief Christian Rider-Work and Chief Hanford will be out of town Friday, June 24<sup>th</sup> through Sunday, June 26<sup>th</sup>. Duty Captain Doug Larkin will be covering during the absence.
- 7) Chief Hanford recognizes Jim Schlabach for leading the Memorial Day service.
- 8) Chief Hanford seeks a work session to discuss the possible implementation of a new Junior Firefighter program.
- 9) Assistant Chief Ruth Rider-Work is requesting to attend and represent Clarence Fire District #1 and Clarence Fire Company at the National EMS Memorial Weekend. In honor of the Line of Duty Death for Becky Olesko. She will be formally inducted during the weekend events on July 22-24.
- 10) The Board of Fire Commissioners review the procedures required when removing equipment out of District.

**MOTION** by LARKIN, second by GASKE, to approve travel and related costs to attend the National EMS Memorials services. Commissioner Work abstains.

**COMMISSIONER WORK:**

- 1) Ongoing Pandemic & Response - Chairman Work reviews the current status of the ongoing pandemic response with the Chief and members of the Board. Masks are still required for all EMS calls. No changes, modifications, or adjustments were discussed or necessary at this time.
- 2) Commissioner Work thanks everyone that assisted with the 100<sup>th</sup> Anniversary Celebration.
- 3) Possible upcoming expenditures – Potential projects discussed include upgraded security cameras and resealing parking lot.
- 4) Pierce Heavy Rescue Update - An updated preconstruction date is March 2023.
- 5) 2022 Chevrolet Tahoe Update – New trucks have arrived. Vinyl graphics, radios, equipment will need to be installed. Current trucks need to be posted for sale.
- 6) Honorary member status is suggested for George Gertz for his help in bring home the Buffalo truck to Clarence Fire District #1.
- 7) IRS mileage rate has been raised to \$0.58 to \$0.625 for July 1<sup>st</sup>.

**COMMISSIONER HEIM:** No report.

**COMMISSIONER LARKIN:**

- 1) Work will be conducted on our continued radio issue. It is recommended to add a third antenna.
- 2) Town of Amherst Centrex charge was received for 2022. This line is no longer used and District Office needs to send a letter stating request to cancel service.
- 3) Inspection Dinner Cost Policy Update – Cost per meal price needs to include gratuity. Also it is recommended to increase plaque order from \$100 to \$500.

**COMMISSIONER GASKE:**

- 1) A pavilion and banquet room request was received for June 25 at 3-6:30pm from Pat Thompson for a baptism with alcohol served.
- 2) Ceiling tiles for the Board room have already been approved so an order will be placed.
- 3) The annual fire extinguisher inspection will be scheduled for the beginning of July

**COMMISSIONER DUDAS:**

- 1) Network Services – Seeking a purchase quote for new technology: 2 desktops and 2 laptops.

**PUBLIC COMMENTS:**

No comments.

**OLD BUSINESS:**

**MOTION** by WORK, second by LARKIN, to resolve invoice # 8036, in the amount of \$163.63, to Apex Automotive Inc. for NYS Inspection and oil change / tire rotation for #9 chief's vehicle. All in favor, motion carried.

**MOTION** by WORK, second by HEIM, to resolve Occustar Workplace Compliance invoice # 7687, in the amount of \$505.00 for 2022 physicals. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to resolve invoice # 198872, in the amount of \$1,088.05, to Churchville Fire Equipment for repairs to Engine #1 and invoices # 198420 and # 198879, in the amount of \$375.00 each, for monthly fleet inspections for April and May 2022. All in favor, motion carried.

**MOTION** by WORK, second by LARKIN, to resolve the following 4 W.B. Mason invoices:  
Invoice # 229818877, in the amount of \$ 255.96 Invoice # 229827843, in the amount of \$ 327.43  
Invoice #229886035, in the amount of \$ 117.49 Invoice #230198896, in the amount of \$ 47.42  
For the purchase of office supplies to the firematic office totaling \$ 435.02 and the district office totaling \$ 313.28. All in favor, motion carried.

**MOTION** by LARKIN, second by DUDAS, to resolve the 2021 Central Alarm Charges to the Town of Clarence in the amount of \$2,206.13. All in favor, motion carried.

**MOTION** by LARKIN, second by WORK, to amend the Inspection Dinner Cost Policy changing/adding the following:

- under "D" the Fire District may award plaques up to a total cost of \$500
- under "E" cost per meal to include gratuity
- under "F" add to include a copy of the caterer's contract

All in favor, motion carried.

**MOTION** by GASKE, second by WORK, to resolve the Guis Lumber May 2022 statement, in the amount of \$191.40, for the following invoices:

Invoice # K34858/3, in the amount of \$ 49.93, for vehicle cleaning supplies

Invoice # K34853/3, in the amount of \$ 8.99, for batteries for district office

Invoice # 734969/3, in the amount of \$ 102.50, for janitorial supplies

Invoice # 735034/3, in the amount of \$ 29.98, for batteries

All in favor, motion carried.

**MOTION** by GASKE, second by LARKIN, to resolve Grainger invoice # 9322186595, in the amount of \$20.91, to replace ballast in the pavilion. All in favor, motion carried.

**MOTION** by GASKE, second by WORK, to resolve invoice # 6269801485, in the amount of \$448.92 to ECOLAB, for laundry soap. All in favor, motion carried.

**MOTION** by GASKE, second by WORK, to approve the banquet and pavilion request from Patrick Thompson for June 25, 2022 at 3pm. All in favor, motion carried.

**NEW BUSINESS:**

**MOTION** by WORK, second by HEIM, to pay bills, check # 6436 - 6486, in the amount of \$ 43,625.71. All in favor, motion carried.

**MOTION** by WORK, second by LARKIN, to purchase winch cable from Grainger not to exceed \$375.00. All in favor, motion carried.

**MOTION** by WORK, second by LARKIN, to authorize First Due Services to conduct the annual 2022 hose test at a rate of \$0.29 per foot to the latest NFPA standards. All in favor, motion carried.

**MOTION** by WORK, second by DUDAS, to reimburse mileage for Firefighter Cameron Tiutiunyk for attending Firefighter 1 course pending proper paperwork and approval from Commissioner Larkin. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to authorize the necessary mechanical repairs, as well as the cosmetic repairs to the hood of the 1932 Buffalo with the goal of utilizing it in the Clarence Center Labor Day Parade for recruitment and retention purposes. All in favor, motion carried.

**MOTION** by LARKIN, second by DUDAS, to approve new membership of Michael Forster as approved by the Fire Company. All background checks have been done. All in favor, motion carried.

**MOTION** by LARKIN, second by GASKE, to approve new membership of Gage Hontz as approved by the Fire Company. All background checks have been done. All in favor, motion carried.

**MOTION** by LARKIN, second by DUDAS, to approve new membership of Christian LeBlanc as approved by the Fire Company. All background checks have been done. All in favor, motion carried.

**MOTION** by LARKIN, second by WORK, to resolve the insurance premium of \$ 672.80 for the new Worker's Compensation policy effective 07/01/2022 – 07/01/2023 to Fleury Risk Management LLC. All in favor, motion carried.

**MOTION** by LARKIN, second by DUDAS, to resolve the insurance premium of \$ 29,778.93 for the new VFBL policy effective 07/01/2022 – 07/01/2023 to Fleury Risk Management LLC. All in favor, motion carried.

**MOTION** by LARKIN, second by DUDAS, to resolve invoice # 3442, in the amount of \$ 4,435.60, for the Group Manager Fees for VFBL and Workers Compensation, to Fleury Risk Management LLC. All in favor, motion carried.

**MOTION** by HEIM, second by WORK, to approve the 100<sup>th</sup> Year Fire District Commemorative golf shirts not to exceed \$3,100.00 to all active members. All in favor, motion carried.

**MOTION** by DUDAS, second by LARKIN, to approve 2<sup>nd</sup> quarter 2022 cell phone stipends to 5 Commissioners; 5 Firematic Officers; and 3 District employees for a total of \$1,800.00, payable June 30, 2022. All in favor, motion carried.

**MOTION** by DUDAS, second by GASKE, to purchase 30 block hours, in the amount of \$3,600.00 to Network Services LLC. All in favor, motion carried.

**EXECUTIVE SESSION:**

**MOTION** by WORK, second by LARKIN, to ENTER INTO EXECUTIVE SESSION at 2000 hours to discuss the medical history of a particular person or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. All in favor, motion carried.

**MOTION** by WORK, second by GASKE, to return to REGULAR SESSION at 2047 hours. All in favor, motion carried.

**GOOD OF THE FIRE DISTRICT:**

Commissioner Larkin will be attending the Board of Directors meeting on June 27, 2022.

The next Regular District meeting is on Monday, July 11, 2022 at 1830 hours. A Work Session with Wilmington Trust will be held at 1800 hours.

- 1) Fire Prevention at the Clarence Hollow Farmer's Market will take place on Saturday, July 16, 2022.
- 2) A Work Session to discuss the Junior Firefighter's program is scheduled for Tuesday, July 19, 2022 at 1800 hours.

**MOTION** by WORK, second by DUDAS, to adjourn the meeting at 2105 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