



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
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, June 12, 2023** at 1800 hours.

LOSAP INVESTMENT REVIEW BY WILMINGTON TRUST:

A detailed portfolio review is presented to the Board due to current market volatility and its effects on the plan's funded ratio. The recent losses will require an additional payment of \$66,500. Investment strategy options are discussed with a follow-up work session planned for next quarter.

The regular Board of Fire Commissioners' meeting was called to order by Chairman Work on **Monday, June 12, 2023** at 1900 hours. Chief Hanford 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 Ruth Rider-Work, Asst Chief Christian Rider-Work, Mackenzie Rider-Work, David Metzger.

APPROVAL OF PRIOR MEETING MINUTES:

MOTION by HEIM, second by BURKE, to approve the May 8, 2023 meeting minutes with one clarification. Commissioner Work abstains. All in favor, motion carried.

BOARD OF DIRECTORS' REPORT: Absent.

Chairman Work reports to the Board that Eric Olson resigned as Board Secretary and Cameron Tutuunyk has resigned as a firefighter.

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 order.

Treasurer reports all claims against the District covered by Vouchers #6976 - #7026 have been audited and found to be in order in the amount of \$66,302.54.

- 1) Prior fleet fueling credit accounts will be cancelled.
- 2) Treasurer Hallnan reported he will be out of town from June 23 through July 19, 2023 for business travel.

CHIEF'S REPORT:

- 1) There were 37 total calls for the month of May as follows: 26 EMS, 4 False Alarms, 1 Hazardous Condition, 5 Mutual Aid and 6 Service. Firefighter of the Month for May was David Metzger.
- 3) An updated Drill Schedule has been posted.
- 4) Chief Hanford recognizes crews participating in recent Memorial Day work detail, service and parade. A special thank you to Jim Schlabach for leading the Memorial service.
- 5) Chief Hanford recognizes crew responding to the Newstead Hazardous Materials call. Reimbursement funds for the materials and equipment used have been received from Severson Environmental.
- 6) A standby crew will be provided at Clarence High School for the graduation ceremony on Saturday, June 24th from 1000-1300.
- 7) A standby crew will be provided at Clarence Town Park for the scheduled fireworks on July 1st.
- 8) Chief Hanford reports an oversight in allowing Firefighter #18 to utilize Rescue 7 for the Memorial Day Fire Police detail as he was unaware that he has not completed the EVOG Course.
- 7) Chief Hanford reports Firefighter #51 is required to complete the NYS Fire Police Course in order to report to calls.

COMMISSIONER WORK:

- 1) FDIC training certificates have been placed on file with the District office by all in attendance.
- 2) The recent permissive referendum expired on May 27, 2023 with no issues. Chairman Work requests Treasurer Hallnan create a spreadsheet of expenditures to track purchases for the Heavy Rescue with a running balance.
- 3) The idea of updating the 100th Anniversary truck bay mural is discussed.
- 4) The Board discussed their concern regarding new members leaving once training is complete.
- 5) Blizzard Challenge coins were distributed to members and were well received.
- 6) A preconstruction visit is tentatively scheduled on August 16-18 for the new Pierce Heavy Rescue.
- 7) Erie County Legislator Chris Greene has contacted Chairman Work regarding surplus Storm Relief funds in the amount of \$30,000 to purchase tracks for use on Rescue 7.

COMMISSIONER HEIM: No report.

COMMISSIONER GASKE: No report.

COMMISSIONER BURKE:

- 1) Dayroom Remodel Update – Design ideas are being gathered to present to membership by the end of summer.

COMMISSIONER HAWES: No report.

PUBLIC COMMENTS: Mackenzie Rider-Work thanks Board of Fire Commissioners for approving recent live fire training that he attended at Montaur Falls, NY.

OLD BUSINESS:

MOTION by WORK, second by HEIM, to purchase 3 x Fire Officer I textbooks from Amazon at a total cost of \$260.82. All in favor, motion carried.

MOTION by WORK, second by GASKE, to resolve the invoice with APEX Automotive in the sum of \$198.82 for the preventive maintenance performed on the #9 Chief Response vehicle on 5/15/23. All in favor, motion carried.

MOTION by WORK, second by BURKE, to resolve the \$8.00 charge on the Fire District Credit Card, which represents a cashless tolling charge from the New York State Thruway Authority for one of the rental vehicles used to transport personnel to the recent FDIC International Conference in Indianapolis, IN, April 24-29, 2023. All in favor, motion carried.

MOTION by WORK, second by BURKE, to resolve the invoice with WB Mason in the sum of \$60.25 for the purchase of necessary and required office supplies. All in favor, motion carried.

MOTION by WORK, second by HAWES, to resolve the invoice with APEX Automotive in the sum of \$219.82 for the preventative maintenance and NYSI performed on the #9-1 Chief Response vehicle on 6/2/23. All in favor, motion carried.

MOTION by WORK, second by BURKE, to authorize the payment of \$91.00 to the New York State Academy of Fire Science for Assistant Chief 9-2, Christian Rider-Work's registration into the Live Fire Instructor Course held May 5-7, 2023. Commissioner Work abstains. All in favor, motion carried.

MOTION by WORK, second by GASKE, to purchase EMS disposable items from Emergency Medical Products (EMP) at a cost of \$1,998.63. All in favor, motion carried.

MOTION by HEIM, second by HAWES, to pay invoice for insurance renewal in the amount of \$9,552.80 to Emerling, Floss, & Murphy. All in favor, motion carried.

NEW BUSINESS

MOTION by GASKE, second by WORK, to purchase 4 member locker tags (members #57, 90, 95, 96) and 5 probationary member locker tags at a cost not to exceed \$300.00. All in favor, motion carried.

MOTION by HEIM, second by BURKE, to reimburse Al Herrscher, Sr in the amount of \$20.94 for supplies purchased to distribute updated Fire Police maps/books. All in favor, motion carried.

MOTION by WORK, second by BURKE, to purchase 10 x Lion EMS Jumpsuits from Witmer Public Safety, aka The Fire Store at a cost of \$4,290.00. The Fire District solicited competitive quotes to purchase EMS jumpsuits back in May 2019. It is important that the EMS personnel are uniform in their response and said jumpsuits satisfy the required specifications. Should the Fire District deviate from these uniform specifications, then competitive bids will be solicited. All in favor, motion carried.

MOTION by WORK, second by HEIM, to purchase 4 x rope bags and associated carabiners from Witmer Public Safety, aka The Fire Store at a cost of \$1,971.00. All in favor, motion carried.

MOTION by WORK, second by HAWES, to purchase 50 x glove straps from Witmer Public Safety, aka The Fire Store at a cost of \$249.50. All in favor, motion carried.

MOTION by WORK, second by BURKE, to purchase 3 x Structural Firefighting boots from Witmer Public Safety, aka The Fire Store at a cost of \$1,148.01. All in favor, motion carried.

MOTION by WORK, second by GASKE, to authorize the Chief's Office to expend \$759.98 with Conway Shields to order necessary and required helmet identification shields. All in favor, motion carried.

NEW BUSINESS (cont.)

MOTION by WORK, second by HAWES, to purchase replacement suspenders for the Morning Pride turnout gear from Witmer Public Safety, aka The Fire Store at a cost of \$716.00. All in favor, motion carried.

MOTION by WORK, second by BURKE, to reimburse Julius Merlino for mileage accrued while attending Firefighter 1 course pending receipt and resubmission of necessary documents. All in favor, motion carried.

MOTION by WORK, second by BURKE, to reimburse Kayla Myers for mileage accrued while attending Firefighter 1 course pending receipt and resubmission of necessary documents. All in favor, motion carried.

MOTION by WORK, second by BURKE, to reimburse Michael Forster for mileage accrued while attending Firefighter 1 course pending receipt and resubmission of necessary documents. All in favor, motion carried.

MOTION by WORK, second by HEIM, to purchase packages of Rehydrate from Dival in the amount of \$199.50. All in favor, motion carried. All in favor, motion carried.

MOTION by WORK, second by BURKE, to authorize Chief's office to purchase \$2,946.36 of replacement Hazardous Material supplies that were used on a recent spill call. All in favor, motion carried.

MOTION by WORK, second by GASKE, to authorize purchase of 8 Motorola APX 6000 series portable radios to be installed on the new Heavy Rescue truck in the amount of \$42,594.16 which reflects NY State contract PT68722. All in favor, motion carried.

MOTION by HAWES, second by HEIM, to approve monthly invoices #8-61 as presented by Treasurer Hallnan. Commissioner Work abstains. All in favor, motion carried.

EXECUTIVE SESSION

MOTION by WORK, second by BURKE, to enter into executive session at 2047 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 GASKE, to return to regular session was made at 2104 hours. All in favor, motion carried.

GOOD OF THE DISTRICT

Commissioner Heim to attend the Board of Directors meeting on June 19, 2023.
The next Regular District Meeting is on July 10, 2023 at 6:30 pm.

MOTION by WORK, second by BURKE, 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