



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
Mark Heim, Vice-Chairman
David Burke
Brian Gaske
Chad Hawes

Treasurer

Andrew Hallnan

Secretary

Kristi Mora

The regular Board of Fire Commissioners' meeting was called to order by Chairman Work on **Monday, December 11, 2023** at 1830 hours. Commissioner Burke led the Pledge of Allegiance.

ROLL CALL:

Present: Commissioners Work, Hawes, Heim, and Burke. Secretary Mora and Treasurer Hallnan

Absent: Commissioner Gaske

Guests: Chief Brett Hanford, Asst Chief Christian Rider-Work, Mackenzie Rider-Work, Matt Meister, and Dan Cummiskey

APPROVAL OF PRIOR MEETING MINUTES:

MOTION by HEIM, second by HAWES, to approve the November 20, 2023 meeting minutes with no corrections. All in favor, motion carried.

MOTION by HEIM, second by BURKE, to approve the November 25, 2023 work session meeting minutes with no corrections. All in favor, motion carried.

MOTION by HEIM, second by BURKE, to approve the November 27, 2023 work session meeting minutes with no corrections. All in favor, motion carried.

MOTION by HEIM, second by BURKE, to approve the November 30, 2023 work session meeting minutes with no corrections. All in favor, motion carried.

BOARD OF DIRECTORS'/PRESIDENT'S REPORT: By Matt Meister

- 1) Bylaws Committee Update - The Board met to review standing rules and policies including the 50 years of active service rule.
- 2) A resignation letter has been received from member #53.

SECRETARY'S REPORT:

- 1) In/Out Correspondence was reviewed.
- 2) The 2023 Annual District Election will be held on Tuesday, December 12th from 6-9pm. Three Commissioner seats are on the ballot. The filing of Canvass results is due to the Town Clerk by December 15th.
- 3) Volunteer Firefighter Enhanced Cancer Benefit Program Update – Zero claims have been filed for calendar year 2023. Forms EOSB-210.4 and EOSB 210.8C have been filed with NYS DHSES. Member #81 is a newly eligible candidate for coverage.
- 4) Firefly CUP (Census Update Process) reports have been received for the administration of the LOSAP program.

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 November and found all to be in order.

TREASURER’S REPORT (CONT.):

Treasurer reports all claims against the District covered by Vouchers #7244 - #7275 have been audited and found to be in order in the amount of \$29,042.83.

Board of Fire Commissioners reviewed the credit card statements from October 20 to November 19, 2023 in the amount of \$307.90 and found all to be in good order.

- 1) Year-end review of financial statements is presented to the Board. The District will have an estimated \$175,000 of carryover funds for the start of the 2024 calendar year. Tax base funds will not be received until March 2024.

CHIEF’S REPORT:

- 1) There were 44 total calls for the month of November as follows: 20 EMS, 19 False Alarms, 1 Fire, 1 Good Intent and 3 Service. Firefighter of the Month for November was Travis Griner, Jr.
- 2) The 2023 Drill Schedule has concluded with a total of 38 drills completed.
- 3) The Official Fire Investigator’s report from the November 26, 2023 structure fire at 4720 Spaulding Drive has been received. The crews did a great job with the initial attack, search and rescue of victim with no injuries sustained.
- 4) The new Utility truck is in transport to Basil Chevrolet.
- 5) The Wix Filter commercial was recently filmed on site without any issues. A location fee check has been submitted to the District.
- 6) Four firefighters recently completed 40 hours of the NYS’s Advanced HazMat training to become HazMat specialists.
- 7) Chief Hanford thanks the District for allowing us to take the Ladder Truck to the Christmasville Parade. For the fourth year in a row, we won the Best Decorated Ladder Award.

COMMISSIONER WORK:

- 1) The full Annual Audit report will be accepted tonight.
- 2) Ladder 6 repairs are estimated to be at \$72,000 with repairs to begin in January 2024.
- 3) Pierce Heavy Rescue delays continue.
- 4) The 2024 engagement contract with Pinsky Law Group is reviewed with three option levels for legal services.
- 5) 2024 Commissioner training will be held at U-Crest on January 20, 2024 for newly elected commissioners.
- 6) The FOIL response is being handled by Pinsky’s office with the request for apparatus bill of sale copies.
- 7) The recent legislative enactment of the Real Property Tax Exemption for Volunteer Firefighters is discussed with the Board for consideration.

COMMISSIONER HEIM:

No report.

COMMISSIONER GASKE: Absent.

COMMISSIONER BURKE:

- 1) Food has been ordered for the upcoming ECFDOA meeting.

COMMISSIONER HAWES:

- 1) Pole Barn Cleanup continues to prepare for delivery of utility truck.

PUBLIC COMMENTS:

No public comments were heard.

OLD BUSINESS:

MOTION by WORK, second by BURKE, to amend the approved Driver and Operator list to include Madeline Hanford as an approved operator of Ladder 6. All in favor, motion carried.

MOTION by WORK, second by HAWES, to authorize the expenditure of \$442.71 for refreshments purchased for the crews who responded to the overnight fire on 11/26 at 4720 Spaulding Drive. All in favor, motion carried.

MOTION by WORK, second by BURKE, Regarding the approved motion of October 16, 2023 pertaining to the Fire District Election, the need for an alternate election inspector was necessary and Debbie Michnik of 4735 Margaret Drive will serve as an Election Inspector/Ballot and will be compensated at \$70 pursuant to Town Law, Section 175, as well as \$100.00 for preparing the polling place and register. All in favor, motion carried.

MOTION by WORK, second by BURKE, to amend the November 20, 2023 motion "*MOTION by HAWES, second by WORK, to surplus 1 x 2001 - 24' Enclosed Wells Cargo trailer, VIN1WC200N2511098163. The district believes that this cargo trailer has real value and strives to achieve the best reasonable value by soliciting sealed bids that will be opened and awarded at the December 11, 2023 Meeting. The Board of Fire Commissioners reserves the right to reject all bids and to accept a bid other than the highest. All in favor, motion carried.*" as the district was unable to remove the identifiable lettering and secure the title/registration from the DMV in time for bids to be appropriately solicited. Once the lettering is removed and a title is prepared, bids will be solicited at that time. All in favor, motion carried.

NEW BUSINESS:

MOTION by WORK, second by BURKE, to pay all claims against the Fire District covered by check #7244 - 7275 in the sum of \$29,042.83, as presented by Treasurer Hallnan, which have been audited and found to be in order. All in favor, motion carried.

MOTION by WORK, second by HEIM, to accept the resignation of Firefighter Hilary Dollinger effective December 1, 2023. All in favor, motion carried.

MOTION by WORK, second by HEIM, to accept the 2022 audit report, as conducted and performed by Allied CPA's PC, which contains no instances of deficiency or internal control, no instance of non-compliance, and no reportable matters or inconsistencies with regard to governmental auditing standards. All in favor, motion carried.

MOTION by WORK, second by BURKE, to authorize Chairman Work to respond to the Pinsky Law Firm identifying that the Board of Fire Commissioners would like to engage in their "Option 2" level of legal services for the 2024 calendar year. All in favor, motion carried.

MOTION by WORK, second by HAWES, to authorize the expenditure of \$200.00 for the yearly membership dues of the Amherst Fire Chiefs Association. All in favor, motion carried.

MOTION by WORK, second by HAWES, to authorize Chairman Work to sign and execute the Pre-Hospital Emergency Medical Services Agreement with Twin City Ambulance as negotiated and agreed upon for the term 1/1/2024 through 12/31/2026, with a 2-year evergreen clause. All in favor, motion carried.

NEW BUSINESS (CONT.):

MOTION by BURKE, second by HEIM, to authorize Mike Forster's request for use of the banquet room on January 10, 2024 for a cub scout meeting. All in favor, motion carried.

MOTION by BURKE, second by WORK, to authorize Chad Hawes's request for use of the banquet room on January 27, 2024 for Clarence High School Wrestling Meat Raffle with alcohol served. Commissioner Hawes abstains. All in favor, motion carried.

MOTION by HEIM, second by WORK, to purchase 20 Fire Police fleece-lined knit caps from Sanco Sales in the amount not to exceed \$250.00 for the purpose of enhancing visibility of the Fire Police squad. All in favor, motion carried.

EXECUTIVE SESSION:

MOTION by WORK, second by BURKE, to enter into executive session at 1935 pm to discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or persons. All in favor, motion carried.

No actions were taken during executive session.

MOTION by WORK, second by BURKE, to return to regular session was made at 2003 hours. All in favor, motion carried.

GOOD OF THE DISTRICT:

The Annual District Election will be held on Tuesday, December 12, 2023 from 6:00-9:00pm.
Commissioner Work is scheduled to attend the Board of Directors meeting on December 18, 2023.
The Organizational Meeting will be held on Tuesday, January 2, 2024 at 6:30pm.
The next Regular District Meeting is on January 8, 2024 at 6:30pm.

MOTION by WORK, second by HAWES, to adjourn the meeting at 2006 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